
INFORMATION PACKET

Friday, April 3, 2026



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The Grid

April 7, 2026 Councilors Absent:									
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action		Memo	Resolution/ Ordinance	Attachments
Pre-Meeting: Consideration of Local Assessment District No. 162-14th Street Improvements							Y		
Pre-Meeting: Spending Authority Air-handler and VIP Decks FWC							Y		
Pre-Meeting: Early Procurement Request - Replacement of Pacing Roller (unit 70952)							Y		
Pre-Meeting: Authorization of Allocation of Funds for Replacement of Rooftop Units at the Casper Recreation Center							Y		
Approval of 3/17 Minutes					C				
2nd Reading - An Ordinance Amending Certain Sections of Chapters 8.16 - Smoking in Public Places and 9.40 - Offenses by or against Minors, of the Casper Municipal Code to Prohibit Vaping in Indoor Public Places and to Restrict the Sale or Distribution of Hemp Derived and THC Products to Persons Under Twenty-One Years of Age.			N				Y	Y	
3rd Reading: An Ordinance Amending Sections 6.04.001, 6.04.010, 6.04.040, 6.04.260, and 6.04.270 of the Casper Municipal Code to Allow the Keeping of Domesticated Fowl within City Limits.			N				Y	Y	
Authorizing Amendment No. 1 to the Contract for Professional Services with HDR engineering, Inc., For Additional Services for the WWTP Facilities Master Plan and Improvements, Project No. 24-074.				N			Y	Y	Y
Authorizing Revised Amendment No. 1 to the Grant Agreement with the Federal Highway Administration for the Shining the Light on Safety, Project No. 24-006.				N			Y	Y	Y?
Authorizing Amendment No. 2 to the Contract for Professional Services Between the City of Casper, HTG Architects and the Casper Amateur Hockey Club				N			Y	Y	Y
Authorizing a Contract for Outside-City Water Service with Woody G Taylor, LLC				C			Y	Y	y
Authorizing a Temporary Access Agreement with BP Products North America Inc. (BP), for the North Platte River Pedestrian Bridge, Project No. 24-007.				C			Y	Y	Y
Authorizing Amendment No. 7 to the Contract for Professional Services between the City of Casper and Kone, INC., for Removal of Interior Cab Panels from Elevators at the Casper Business Center.				C			Y	Y	Y
Authorizing an Agreement for Design-Build with Echo Ridge Builders LLC, for the Design-Build Services for the Transit Office Improvements, Project No. 24-037.				C			Y	Y	Y
Contract between the City of Casper and Fehr & Peers for the Casper Area Transit Route and Schedule Analysis Study.				C			Y	Y	Y
Authorizing the filing of applications with the Federal Transit Administration for 49 U.S.C. § 5307 Federal Transportation assistance.				C			Y	Y	
Authorizing the filing of an application for a grant under 49 U.S.C. Chapter 53; Title 23, U.S.C. Sections 5310 and/or 5339, as Amended by the Bipartisan Infrastructure Law (BIL), public Law No. 117-58, November 15, 2021, and Other Authorizing Legislation to be Enacted.				C			Y	Y	
Authorizing the filing of an application for a grant under 49 U.S.C. Chapter 53; Title 23, U.S.C. Section 5311, as amended by the Bipartisan Infrastructure Law (BIL), Public Law No. 117-58, November 15, 2021, and other authorizing legislation to be enacted.				C			Y	Y	
Authorizing a Procurement of Goods Agreement with Metta Technologies, Inc., for the 2026 Solid Waste Portable Litter Fencing, Project No. 26-006.				C			Y	Y	N
Authorizing the execution of Memorandum of Understanding with the Central Wyoming Regional Water System for Investment Services				C			Y	Y	
Authorizing the City of Casper to Enter into the Agreement for ICAC Task Force Affiliate Agency Between the State of Wyoming, Office of the Attorney General, Division of Criminal Investigation and the City of Casper, Wyoming.				C			Y	Y	Y
Authorize Amendment No. 2 with WSP USA, INC., as Park of the North Platte River Restoration Izaak Walton Reach Environmental Review.				C			Y	Y	Y
Authorizing an Amendment to the Contract for Professional Services with Raftelis Financial Consultants, Inc. for the Water and Sewer Utility Rate Study.				C			Y	Y	Y
Authorizing the City of Casper's Participation in the New National Opioid Six Remnant Defendant's Settlement and Enter into a Combined Subdivision Participation & Release Form.				C			Y	Y	Y
Authorizing a Revised Procurement of Goods Agreement with Xylem/Evoqua Water Technologies, LLC, for the Sam H. Hobbs Wastewater Treatment Plant (WWTP) Screw Pump Procurement, Project No. 24-071				C			Y	Y	Y
Casper Police Department requests approval by City Council to Participate in the Truleo 60-Day Pilot Program				C			Y	Y	Y

April 14, 2026 Councilors Absent:							
Work Session Meeting Agenda Items			Recommendation	Begin Time	Allotted Time	Memo	Attachments
Recommendations = Information Only, Move Forward for Approval, Direction Requested							
Meeting Follow-up				4:30	5 min		

Council Around the Table			10 min		
Agenda Review			10 min		
			Approximate Ending Time:		

May 19, 2026 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting:					
Approval of 4/21 Minutes					C
Public Hearing - Budget Amendment #3		N			

May 26, 2026 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Council Budget Review	Direction Requested	4:35	3 hours
Council Around the Table		7:35	10 min
Agenda Review		7:45	10 min
Approximate Ending Time:			7:55

May 27, 2026 Councilors Absent:			
Special Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Budget Review	Direction Requested	4:30	
Approximate Ending Time:			

Future Agenda Items

Council Items:			
Item	Date	Estimated Time	Notes
Municipal Court Judges' Update			August '26
Recreation Enterprises - Part 2			June 9
Prometheus Presentation			
Peace in Our Cities Update			August
Paperless Billing Follow-up			Fall
Staff Items:			
Event Center Facility Fee			
Platte River Commons Master Plan			
PBB Update Department Presentation			
Tiered Water Rates			Spring/Summer
Tree Inventory and Condition Report			
Dangerous Building Yearly Update			Fall 2026
Water Conservation in Parks			Spring/Summer
Annual Report from Fire Department			
Potential Topics-- Council Thumbs to be Added:			
Future Regular Council Meeting Items:			
Summary Proposed Budget	June 2		
Est Public Hearing - FY27 Budget Adoption	June 2		
Public Hearing - FY27 Budget Adoption	June 16		
Retreat Items:			

APRIL



2026



APRIL 2026



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1	2	3 Rodney Carrington 9:00 am-11:00 pm	4
5	6 Yelawolf/Prof 7:00 am-12:00 am	7	8	9 Load-in WAWA 12:00 pm- 5:00 pm	10 WAWA Tournament 7:00am-8:00pm	11 WAWA Tournament 7:00am-8:00pm
12 WAWA Tournament 7:00 am- 8:00 pm	13	14 SkillsUSA Load in 9:00AM-5:00PM	15 SkillsUSA Closing Ceremony 6:30 am- 12:00 pm CPD Meetings 5pm-7pm	16 CPD Meetings 5pm-7pm	17 CPD Meetings 5pm-7pm	18
19	20	21	22	23	24 WyVA Prom 4:00 pm-10:00 pm	25
26 Academic Awards Banquet 5:00 pm- 8:00 pm	27 Rotary Club Meeting 11:00 AM - 1:00 PM	28	29 Load-in High School Art Symposium 7:00 am- 10:00 pm	30 High School Art Symposium 7:00 am- 5:00 pm	1 High School Art Symposium 8:00 am-2:00 pm	2 CDC Art Al Carte 5:00 pm - 11:00 pm

CIVIL SERVICE COMMISSION
MINUTES OF MEETING
MARCH 4, 2026

PRESENT: Cathy O'Quinn Commissioner; and Susan Burk, Commissioner

OTHERS PRESENT: Devin Garvin, Deputy Fire Chief, Jennifer Henderson, Deputy Fire Chief; Jeff Bullard, Police Lieutenant; Sarah Stockero, Police Sergeant; Craig Burns, Police Officer; Michael Szewczyk, Interim Support Services Director; Heidi Rood, Interim HR Manager; and Kathy Frantz, HR Technician

ABSENT: Marty Axlund, Chair; Eric Nelson, City Attorney

Cathy O'Quinn, Commissioner, called the meeting to order at 1:00 p.m.

Heidi Rood, Interim HR Manager, introduced Kathy Frantz, HR Technician.

APPROVAL OF MINUTES OF FEBRUARY 4, 2026

Commissioner Cathy O'Quinn made a motion to approve the minutes of the February 4, 2026, meeting. Commissioner Susan Burk seconded the motion to approve the minutes. The motion passed unanimously.

CERTIFY LIST ENTRY-LEVEL POLICE OFFICER

Sergeant Stockero provided an overview of the entry-level Police Officer testing process.

Testing Overview:

- The entry-level Police Officer testing was completed on February 20, 2026, with a total of fifteen (15) candidates participating.
- Eight (8) candidates participated in the physical test, with five (5) passing.
- Five (5) candidates participated in the P.O.S.T. written test, with five (5) passing.
- Fifteen (15) candidates were invited to participate in the oral board interview process, with eleven (11) passing.

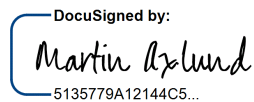
Commissioner Cathy O'Quinn a motion to certify the Police Officer list. Commissioner Susan Burk seconded the motion. The motion carried unanimously.

At present, there are eleven (11) vacancies.

ADJOURN

Commissioner Cathy O'Quinn made a motion to adjourn the meeting. Commissioner Susan Burk seconded the motion. The motion passed unanimously.

The meeting was adjourned at 1:10 p.m.

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Marty Axlund, Chair

4/2/2026

Date Signed

CIVIL SERVICE COMMISSION
MINUTES OF MEETING
MARCH 11, 2026

PRESENT: Marty Axlund, Chair and Susan Burk, Commissioner

OTHERS PRESENT: Devin Garvin, Deputy Fire Chief, Jennifer Henderson, Deputy Fire Chief; Jeff Bullard, Police Lieutenant; Sarah Stockero, Police Sergeant; Craig Burns, Police Officer; Michael Szewczyk, Interim Support Services Director; Heidi Rood, Interim HR Manager; and Kathy Frantz, HR Technician

ABSENT: Cathy O'Quinn, Commissioner; Eric Nelson, City Attorney

Marty Axlund, Commissioner, called the meeting to order at 1:00 p.m.

CERTIFY LIST FIRE CAPTIAN PROMOTIONAL

Deputy Chief Henderson provided an overview of the Fire Captain promotional testing process.

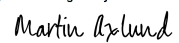
Testing Overview:

- The Fire Captain promotional test was conducted in February 2026, with a total of fifteen (15) candidates participating.
- One (1) candidate withdrew from the process.
- Thirteen (13) candidates participated in the written and practical portions of the test.

Candidate scores for the practical portion of the test were reviewed and a candidate requested thorough review of his test score. Fire Deputy Chiefs and HR participated in a comprehensive review of the practical scores provided by the panel and validated the consistency and accuracy of the scoring.

Commissioner Susan Burk made a motion to certify the Fire Captain promotion list. Chair, Marty Axlund, seconded the motion. The motion carried unanimously.

The meeting was adjourned at 1:09 p.m.

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Marty Axlund, Chair

4/2/2026

Date Signed

CIVIL SERVICE COMMISSION
MINUTES OF MEETING
MARCH 18, 2026

PRESENT: Cathy O'Quinn, Commissioner; and Susan Burk, Commissioner

OTHERS PRESENT: Devin Garvin, Deputy Fire Chief, Kevin Ross, Fire Battalion Chief; and Heidi Rood, Interim HR Manager

ABSENT: Michael Szewczyk, Interim Support Services Director, Eric Nelson, City Attorney and Mary Axland, Chair

Susan Burk, Commissioner, called the meeting to order at 1:00 p.m.

NOTICE OF INTENT – RULE CHAGE

Deputy Chief Garvin provided an overview of the Notice of Intent to amend the Civil Service Rules and Regulations. Currently, Casper Fire-EMS limits assignment to the Community Risk Reduction (CRR) Officer position to personnel at the Grade 3 (Captain) level. Fire Chief Black is requesting the flexibility to assign personnel at the ranks of Firefighter, Fire Engineer, Fire Captain, and Battalion Chief to the CRR function. This change is intended to create a broader career development pathway and support continuity and sustainability of institutional knowledge within the division.

The rule change requested is as follows: Amend the Fire-EMS Department classification structure to include the Community Risk Reduction (CRR) Officer assignment within rank of Battalion Chief and below.

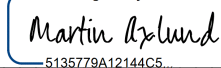
Battalion Chief Ross provided an overview of the current scope of responsibilities within the Community Risk Reduction (CRR) division, including building safety for new construction and ongoing maintenance throughout a structure's lifespan, fire investigations, public education, and the interpretation and enforcement of fire codes.

Personnel assigned to the CRR division receive on-the-job training and obtain the required certifications through the International Code Council during their assignment. Full development in the role, including completion of all training and certification requirements, typically takes up to one year.

Commissioner Cathy O'Quinn made a motion approve the Notice of Intent for publication (45-days). Commissioner Susan Burk, seconded the motion. The motion carried unanimously.

The meeting was adjourned at 1:20 p.m.

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Marty Axlund, Chair

4/2/2026

Date Signed

Memo to: Liz Becher; Community Development Director

From: Justin Scott, Chief Building Official

Subject: March - Commercial Development Report

Date: April 1, 2026

Permitting Update:

For the month of March, 6 permits were issued for new single-family home construction with a value of construction of \$2,721,221.01. This brings the total building permits for new single-family residences for the calendar year to 13, with a value of construction of \$5,820,742.01. The Building Division issued a total of 106 Building, 86 Electrical, 50 Mechanical, and 72 Plumbing residential and commercial new construction and renovation permits with a value of construction of \$12,443,699.22 and with a permit revenue of \$95,172.11.

Calendar year: January 1st through March 31st

Permit total = 740 permits issued for a value of \$24,895,649.60, with a revenue of \$179,449.09.

Fiscal Year: July 1st through March 31st

Permit total = 2,531 permits issued for a value of \$82,040,236.70, with a revenue of \$691,723.68.

March Inspection Update:

The Building Division completed 162 building, 188 electrical, 129 plumbing, 61 mechanical inspections and 1 plan review.

Commercial Construction Update:

Below is a breakdown of the 12 major commercial projects that are in progress:

Note: All projects are not included in this list; smaller projects including remodeling, alterations and additions may not be listed.

- Casport Mint, (170 Star Lane), Phase II is still in process. This is an evolving project that is not on a set timeline, so progress is inconsistent.
- Paradise Valley Christian Church (3025 Paradise Dr.), Exterior stonework is complete. Phase II interior design is in process.
- The Yellowstone Apartments (415 S. Oak St.), a T.C.O. for Occupancy was issued. Site work needs to be completed for a C.O.
- Homewood Suites (1251 Wilkins Cir.), Site work, framing, insulation, drywall, and M/E/P's are still in process.
- Blackmore Marketplace Core and Shell Building (500 Newport), A T.C.O. was issued for the shell. A C.O. will be issued when all tenant spaces and site work are completed.

- Casper Housing Authority Project (129 N. Elk St.- Former Willard School) – Interior finishes are in process.
- North Platte Physical Therapy (3910 Denis Dr – Near S.E. corner of Wyoming Blvd. and CY Ave.) – Interior finishes are in process.
- Barnes and Noble (600 Newport) – Interior framing and M/E/P's are in process.
- UniWyo Credit Union Remodel (777 Landmark Dr.) – Interior insulation, drywall, and M/E/P's are in process.
- Cheba Hut (1668 Heathrow Ave. – Next to Jump Craze) – Interior finishes are in process.
- Casper Justice Center Phase 2 M/E/P (123 E. 1st St.) – Electrical and Mechanical infrastructure rough-ins are in process.
- Pathfinder Credit Union HUB 2nd Floor Renovation (400 E. 1st St.) – Interior framing and M/E/P's are in process.

Projects Completed:

- Sierra Trading Post (500 Newport)
- HomeGoods (520 Newport)

Approved projects not started:

- Child Development Center Addition and Remodel (2020 E. 12th St.)
- Fairfield By Marriott (111 W. D St.), Project is currently on hold and will resume activity soon.

Notable New Projects Submitted for Approval:

- Casper College Basketball and Volleyball Locker Room Renovations (1944 Lisco Dr.)
- Burger King Reconstruction (81 S.E. Wyoming Blvd)
- Taco Johns (500 W. F St. – located where The Fort Saloon N' Eatery previously was)

Anticipated Projects:

- Firehouse Subs (5030 E. 2nd St. – between Crumbl and Qdoba)

Demolition/Special Projects:

- 1169 N. Jackson St. was demolished.
- The Building Inspection and Code Enforcement Divisions had a booth at the 2026 C.W.H.B.A.'s Home and Garden Show and spoke with and educated numerous attendees on code requirements for construction projects.



Metro Animal Shelter

Weekly SitRep

From 3.25.26 through 3.31.26

Team: Metro

Supervisor: J. Decker

Operations Summary:

We have seen an increase in reported animal bite incidents and have begun analyzing potential contributing factors. A significant portion of these reports involve owners being bitten by their own animals. Historically, such incidents were often underreported due to concerns that the animal might be removed from the home. However, we are beginning to see a shift in public perception of Metro, with owners demonstrating increased trust and a greater willingness to report these incidents without fear.

In addition, we are currently engaged in several ongoing initiatives. We have partnered with a new microchip provider that will supply microchips at no cost, along with complimentary GPS tracking collars for all animals adopted from our facility. We have been approved for participation in this program and are in the process of transitioning to these new resources.

We are also working toward launching our foster program. Best Friends Animal Society will be hosting a challenge in June and July aimed at supporting foster-based initiatives. Our goal is to have our volunteer program fully operational by that time so that we can participate in and benefit from this opportunity.

Training:

APO Johnson

Equipment Issues:

We had multiple clogged drains in the dog room.

Our kitchen sink was clogged.

Weekly Nature Count

Stray Animal	45
Animal Problem	12

Vicious Animal	4
Animal Noise	13
Animal Bite	7
Sick Animal	4
Dead Animal	2
Missing	0
Other	4
Total	91

APO Call For Service

[REDACTED]	20
[REDACTED]	23
[REDACTED]	17
[REDACTED]	14
[REDACTED]	20
[REDACTED]	11
[REDACTED]	14

Notes: APO Johnson was in training with APO VanOordt and APO Stewart was in training with APO Guldán

Shelter Stats:

In Coming:

	Dog	Kitten	Other	Total
Total	19	11	1	39
Confiscate	3	0	0	3
Owner Surrender	0	1	0	1
Return	0	1	0	1
Stray	16	6	1	23
Trapped	0	11	0	11

Outgoing:

	Dog	Puppy	Cat	Kitten	Other	Total
Total	19	1	10	4	1	35
Adoption	8	1	0	0	1	10
Return To Owner	11	0	0	0	0	11
Transfer	0	0	1	4	0	5
Return to Field	0	0	8	0	0	8
Euth	0	0	1	0	0	1

Euth Notes: We had a very injured cat who was half paralyzed brought to us. Unfortunately, there was very little we could do to ease its suffering and humane euthanasia was performed.

