

PRE-MEETING AGENDA

**Casper City Council
City Hall, Council Meeting Room
Tuesday, April 4, 2023, 5:15 p.m.**



Please silence cell phones during the City Council meeting

	Presentation	Beginning Time	Allotted
1.	Teams No Audio Sign-In	5:15	5 min
2.	Chinook Trail LAD	5:20	20 min
3.	Hogadon Lodge Repair	5:40	10 min
4.	WAM Voting Delegates	5:50	5 min
5.	Agenda Review	5:55	5 min
	Approximate Ending Time		6:00 p.m.

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

March 24, 2023

MEMO TO: J. Carter Napier, City Manager *CB for JCN*
FROM: Andrew Beamer, P.E., Public Services Director
Alex Sveda, P.E., City Engineer
Mark Harris, P.E., Engineer II
SUBJECT: Resident Request to Form a Local Assessment District for Chinook Trail

Meeting Type & Date:
April 4, 2023
Regular Council Meeting

Action Type:
Direction Requested

Summary:

Chinook Trail is a gravel road that extends south of Wyoming Boulevard. When Chinook Trail was annexed into the City in the 1990's, approximately 1100-ft of Chinook Trail immediately south of Wyoming Boulevard was annexed at the same time.

A resident of Chinook Trail has approached the City requesting that the portion inside city limits be paved. As Chinook Trail maintains a rural feel, the resident is not interested in bringing the entire street section up to city standards, to include curbwalk and street lights, but that only the street surface be black-topped to reduce the dust and kicked-up gravel. The existing borrow ditches along the sides of the road are intended to remain to control drainage.

On March 13, 2023, a public meeting was held with property owners in the project area to discuss the proposed improvements, anticipated costs, and proposed assessments. The overall consensus at the meeting was that property owners were in favor of the improvements and the cost savings of the LAD.

The cost for the City Crews to pave the approximately 1100-ft of roadway is \$113,400. A cost of \$144,000 is estimated if a private contractor performed the work.

Financial Consideration

The City would provide design and construction in-house.

Oversight/Project Responsibility

Mark Harris, P.E., Engineer II

Attachments

Petition
Chinook Trail Map
Updated Estimate 3-14-2023

Rec'd
1-24-23
ES

MATTHEW D. CHYNOWETH

4850 Chinook Trail, Casper, WY 82604 | 307-277-4305 | mdchynoweth@gmail.com

January 19, 2023

City Manager's Office
Attn: Mr. Carter Napier
200 North David Street
Casper, WY 82601

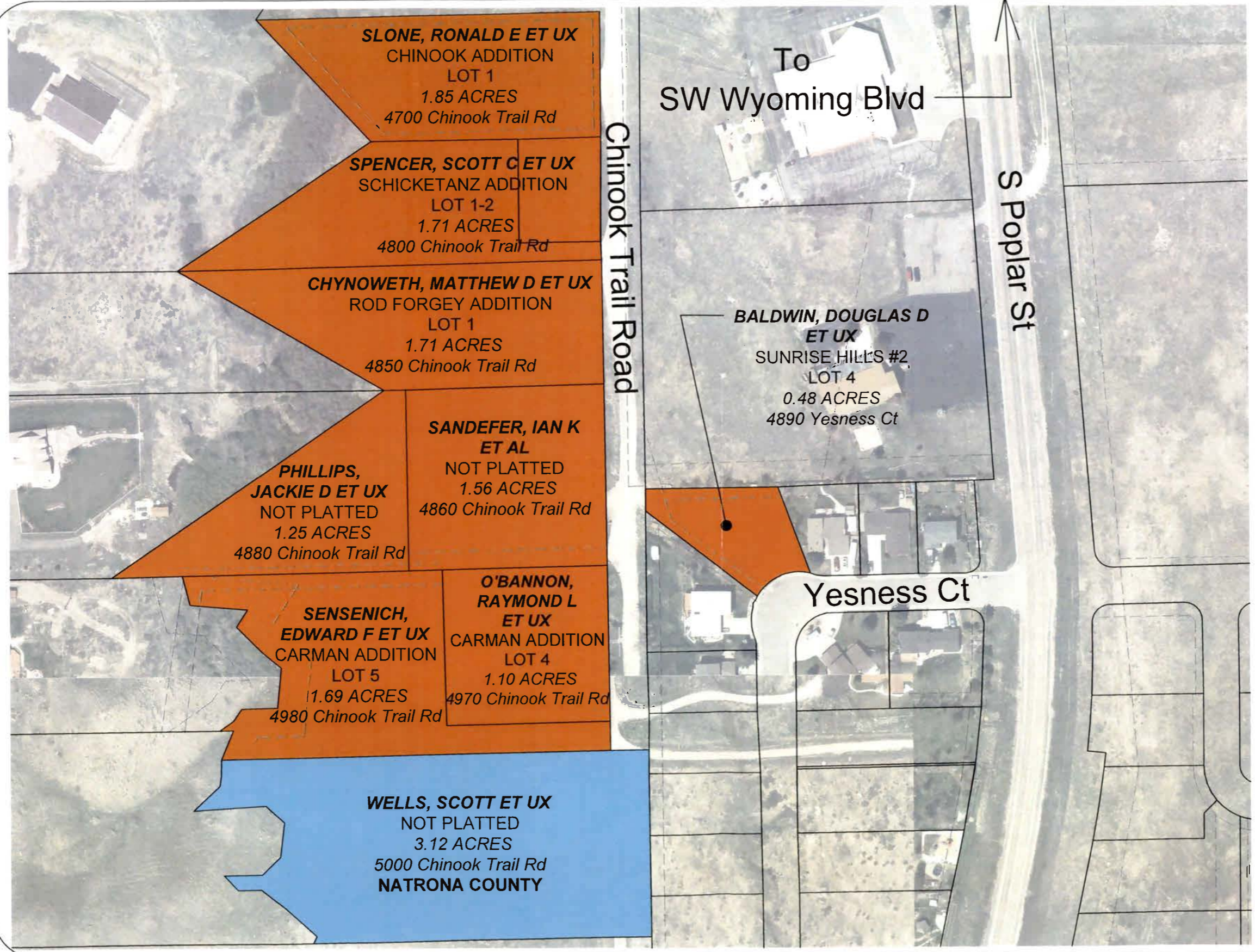
Honorable Mayor and City Council Members:

On behalf of myself and the good residents of Chinook Trail, I would like to formally request the City of Casper proceed with the asphalt surfacing project that was quoted by the City of Casper Street Maintenance Department dated 9/14/2022 (see attached). We have the required interest (50% or more in both land area and number of residents). We look forward to working with you on this endeavor.

Sincerely,



Matthew D. Chynoweth



SLONE, RONALD E ET UX
 CHINOOK ADDITION
 LOT 1
 1.85 ACRES
 4700 Chinook Trail Rd

SPENCER, SCOTT C ET UX
 SCHICKETANZ ADDITION
 LOT 1-2
 1.71 ACRES
 4800 Chinook Trail Rd

CHYNOWETH, MATTHEW D ET UX
 ROD FORGEY ADDITION
 LOT 1
 1.71 ACRES
 4850 Chinook Trail Rd

PHILLIPS, JACKIE D ET UX
 NOT PLATTED
 1.25 ACRES
 4880 Chinook Trail Rd

SANDEFER, IAN K ET AL
 NOT PLATTED
 1.56 ACRES
 4860 Chinook Trail Rd

SENSENICH, EDWARD F ET UX
 CARMAN ADDITION
 LOT 5
 11.69 ACRES
 4980 Chinook Trail Rd

O'BANNON, RAYMOND L ET UX
 CARMAN ADDITION
 LOT 4
 1.10 ACRES
 4970 Chinook Trail Rd

WELLS, SCOTT ET UX
 NOT PLATTED
 3.12 ACRES
 5000 Chinook Trail Rd
NATRONA COUNTY

To
 SW Wyoming Blvd

S Poplar St

BALDWIN, DOUGLAS D ET UX
 SUNRISE HILLS #2,
 LOT 4
 0.48 ACRES
 4890 Yesness Ct

Yesness Ct

General Notes



CHINOOK TRAIL ASPHALT SURFACING PROJECT LAD MAP

CASPER, WY

No.	Revision/Issue	Date

City of Casper
 200 N David St
 Casper, WY 82601

Chinook Trail Rd LAD
 Asphalt Surfacing Project
 Estimated Project Cost
 Assessment Map

Project Chinook Trail Rd LAD	Sheet 01
Date 3/24/2023	
Scale As Noted	

9-14-2022

**CHINOOK TRAIL
ASPHALT SURFACING PROJECT
ESTIMATED PROJECT COST AND ASSESSMENT
CONTRACTOR COST**

PROPERTY OWNER	LEGAL DESCRIPTION	ACRES	PERCENTAGE	ESTIMATED ASSESSMENT BASED ON ACREAGE	ESTIMATED ASSESSMENT BASED ON PER LOT
Slone, Ronald E et ux 4700 Chinook Trail Rd. Casper, WY 82604	Chinook Addition, Lot 1	1.85	13.22	\$14,017	\$13,250
Spencer, Scott C et ux 4800 Chinook Trail Rd. Casper, WY 82604	Schicketanz Addition, Lot 1 -2	1.71	12.22	\$12,956	\$13,250
Chynoweth, Matthew D et ux 4850 Chinook Trail Rd. Casper, WY 82604	Rod Forgey Addition, Lot 1	1.71	12.22	\$12,956	\$13,250
Sandfer, Ian K et al 4860 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.56	11.15	\$11,820	\$13,250
Phillips, Jackie D et ux 4880 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.25	8.93	\$9,471	\$13,250
O'Bannon, Raymond L et ux 4970 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 4	1.10	7.86	\$8,335	\$13,250
Sensenich, Edward F et ux 4980 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 5	1.69	12.08	\$12,805	\$13,250
Wells, Scott et ux 5000 Chinook Trail Road Casper, WY 82604	Not Platted	3.12	22.30	\$23,640	\$13,250
		13.99	100.00	\$106,000	\$106,000

**ESTIMATED PROJECT COST AND ASSESSMENT
CITY COST**

PROPERTY OWNER	LEGAL DESCRIPTION	ACRES	PERCENTAGE	ESTIMATED ASSESSMENT BASED ON ACREAGE	ESTIMATED ASSESSMENT BASED ON PER LOT
Slone, Ronald E et ux 4700 Chinook Trail Rd. Casper, WY 82604	Chinook Addition, Lot 1	1.85	13.22	\$9,257	\$8,750
Spencer, Scott C et ux 4800 Chinook Trail Rd. Casper, WY 82604	Schicketanz Addition, Lot 1 -2	1.71	12.22	\$8,556	\$8,750
Chynoweth, Matthew D et ux 4850 Chinook Trail Rd. Casper, WY 82604	Rod Forgey Addition, Lot 1	1.71	12.22	\$8,556	\$8,750
Sandfer, Ian K et al 4860 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.56	11.15	\$7,806	\$8,750
Phillips, Jackie D et ux 4880 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.25	8.93	\$6,254	\$8,750
O'Bannon, Raymond L et ux 4970 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 4	1.10	7.86	\$5,504	\$8,750
Sensenich, Edward F et ux 4980 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 5	1.69	12.08	\$8,456	\$8,750
Wells, Scott et ux 5000 Chinook Trail Road Casper, WY 82604	Not Platted	3.12	22.30	\$15,611	\$8,750
		13.99	100.00	\$70,000	\$70,000

\$70,000 covers cost of materials only.

14 3/4" = 2.025 ft
4"

3-14-2023

**CHINOOK TRAIL
ASPHALT SURFACING PROJECT
ESTIMATED PROJECT COST AND ASSESSMENT
CONTRACTOR COST**

PROPERTY OWNER	LEGAL DESCRIPTION	ACRES	PERCENTAGE	ESTIMATED ASSESSMENT BASED ON ACREAGE	ESTIMATED ASSESSMENT BASED ON PER LOT
Slone, Ronald E et ux 4700 Chinook Trail Rd. Casper, WY 82604	Chinook Addition, Lot 1	1.85	13.22	\$19,042	\$18,000
Spencer, Scott C et ux 4800 Chinook Trail Rd. Casper, WY 82604	Schicketanz Addition, Lot 1 -2	1.71	12.22	\$17,601	\$18,000
Chynoweth, Matthew D et ux 4850 Chinook Trail Rd. Casper, WY 82604	Rod Forgey Addition, Lot 1	1.71	12.22	\$17,601	\$18,000
Sandfer, Ian K et al 4860 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.56	11.15	\$16,057	\$18,000
Phillips, Jackie D et ux 4880 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.25	8.93	\$12,866	\$18,000
O'Bannon, Raymond L et ux 4970 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 4	1.10	7.86	\$11,322	\$18,000
Sensenich, Edward F et ux 4980 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 5	1.69	12.08	\$17,395	\$18,000
Wells, Scott et ux 5000 Chinook Trail Road Casper, WY 82604	Not Platted	3.12	22.30	\$32,114	\$18,000
		13.99	100.00	\$144,000	\$144,000

**ESTIMATED PROJECT COST AND ASSESSMENT
CITY COST**

PROPERTY OWNER	LEGAL DESCRIPTION	ACRES	PERCENTAGE	ESTIMATED ASSESSMENT BASED ON ACREAGE	ESTIMATED ASSESSMENT BASED ON PER LOT
Slone, Ronald E et ux 4700 Chinook Trail Rd. Casper, WY 82604	Chinook Addition, Lot 1	1.85	13.22	\$14,996	\$14,175
Spencer, Scott C et ux 4800 Chinook Trail Rd. Casper, WY 82604	Schicketanz Addition, Lot 1 -2	1.71	12.22	\$13,861	\$14,175
Chynoweth, Matthew D et ux 4850 Chinook Trail Rd. Casper, WY 82604	Rod Forgey Addition, Lot 1	1.71	12.22	\$13,861	\$14,175
Sandfer, Ian K et al 4860 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.56	11.15	\$12,645	\$14,175
Phillips, Jackie D et ux 4880 Chinook Trail Rd. Casper, WY 82604	Not Platted	1.25	8.93	\$10,132	\$14,175
O'Bannon, Raymond L et ux 4970 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 4	1.10	7.86	\$8,916	\$14,175
Sensenich, Edward F et ux 4980 Chinook Trail Rd. Casper, WY 82604	Carman Addition Lots 4 and 5, Lot 5	1.69	12.08	\$13,699	\$14,175
Wells, Scott et ux 5000 Chinook Trail Road Casper, WY 82604	Not Platted	3.12	22.30	\$25,290	\$14,175
		13.99	100.00	\$113,400	\$113,400

\$113,400 covers cost of materials only.

March 23, 2023

MEMO TO: J. Carter Napier, City Manager *CB for JCN*
FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director
Alex Sveda, City Engineer
SUBJECT: Hogadon Basin Ski Lodge Repairs

Meeting Type & Date

Pre-meeting
April 4, 2023

Action Type

Direction Requested

Recommendation

That Council support a project to repair the Hogadon Basin Ski Lodge.

Summary

Construction of the new Hogadon Basin Ski Lodge was completed in the summer of 2017. Warranty on the construction was one year. Since the construction, the floor slabs in the bar area of the lodge and adjacent exterior concrete slabs have settled considerably. Slabs have experienced settlement of as much as two inches (2"). From July 2020 through February 2021, replacement of door frames, sheetrock repairs, and weather sealing along the bar floor has been completed by City maintenance staff, all required as a result of the settling.

In November 2021, staff contacted the City Engineer, Alex Sveda, to discuss the settling. The City Engineer engaged with the project's structural engineer and architect to discuss the issue. It was determined that quarterly monitoring through photographs and measurements should be conducted to determine if settling was worsening or had stabilized. Through August 2022, it did not appear that settling had worsened.

At that time the City hired a local structural engineer, Bob Lower, to assess and recommend a repair. Mr. Lower determined that the settled floor slabs and exterior pads could be lifted back to the original elevation by foam injection. This process is relatively inexpensive and minimally invasive so long as adequate measures are taken to protect existing sewer infrastructure under the slabs. However, the engineer recommended monitoring the floor and exterior pavements for additional time to see if they have stopped moving. Despite significant snow loads this winter, there is no indication of further movement; therefore, staff requests to move forward with repair.

The contractor made the recommendation to not perform foam injection while the ground contains frost and moisture. Therefore, the work will likely take place in late June or early July, based on the contractor's schedule. The work will take approximately one week to complete and will be coordinated to minimize conflicts with planned weddings or other events at the lodge scheduled for this summer.

Financial Considerations

The project is estimated to cost less than Thirty-Five Thousand Dollars (\$35,000), including the foam injection and structural engineering services to oversee the work of the contractor. If City Council supports the project, a budget amendment will be included for formal approval as part of the FY23 Budget Amendment #3. The funding will come from Capital Reserves.

Oversight/Project Responsibility

Alex Sveda, City Engineer

Attachments

None

March 22, 2023

2/3 for JCN

MEMO TO: J. Carter Napier, City Manager
FROM: Jolene Martinez, Assistant to the City Manager
SUBJECT: Voting Delegates for the 2023 WAM Summer Convention

Meeting Type & Date

Council Pre-Meeting April 4, 2023

Action Type

Direction Requested

Recommendation

That Council select their Official Voting Delegate and Official Alternate Voting Delegate for the 2023 Wyoming Association of Municipalities Summer Convention.

Summary

Annually for the Wyoming Association of Municipalities (WAM) Summer Convention, each member is allowed to have one Official Voting Delegate. Voting Delegates may vote on items such as by-law changes, resolutions, and membership dues. Though any individual association member may speak during the June business meeting, each municipality is only allowed one vote, via the Official Voting Delegate or the Official Alternate Voting Delegate, should the Official Voting Delegate be unable to attend the business meeting.

Financial Considerations

None

Oversight/Project Responsibility

Carter Napier, City Manager

Attachments

None