

## **COUNCIL WORK SESSION**

Tuesday, July 10, 2018

Casper City Hall

Council Meeting Room

### **AGENDA**

1. Website Refresh (Michael Szewczyk)
2. I-25 Marginal - Cooperative Agreement
3. Proposed Amendment to the FY17/2018 Annual
4. Action Plan
5. Plains RFP
6. Agenda Review
7. Legislative Update
8. Council Around the Table

Mayor Pacheco called the work session to order at 4:30 p.m. with the following Councilmembers present: Powell, Laird, Humphrey, Morgan, Hopkins, Walsh, and Mayor Pacheco. Councilmembers Huber and Johnson were absent.

Michael Szewczyk, Information Systems Manager, showed Councilmembers the City's website refresh. He explained that the refresh was a facelift of the current website, not a redesign, and was part of the current maintenance agreement.

Next, Andrew Beamer, Public Services Director, reviewed the I-25 Marginal Cooperative Agreement. He explained that this is an agreement with WYDOT and that enhancement funds are available to the City for this project. The City would pay for 7% of the project which amounts to \$36K. The City would also hire a design firm to design the project which is estimated to cost \$50K, but that contract will be presented to Council at a later date. Council gave their thumbs up to move the enhancement funds agreement forward for formal consideration.

Next, City Manager Napier introduced Liz Becher, Community Development Director, and Joy Clark, Community Development Technician, to discuss a proposed amendment for the FY19 CDBG (Community Development Block Grant) Annual Action Plan. Ms. Becher explained that the kitchen floor at the LifeSteps campus needs to be replaced due to concerns raised by the Wyoming Department of Health. The funding would come from redirected unexpended funds from the CDBG grant and would cost \$71,874. Council agreed to move this amendment forward for formal consideration.

Next, City Manager Napier asked for direction from Council regarding the RFP for the Plains Furniture properties. He stated that drafts for a possible RFP were included in Council's packet. Council discussed requirements and preferences they would like included in the RFP, and decided that they would like to make historic preservation a goal, but not a requirement. They also decided that they would like to extend the financing time limit to 160 days. They also discussed making sure the RFP shows a clear intent of economic development. City Manager Napier suggested that Council include construction time limits in future contracts that would require the bidder to

construct their proposed project within a specific time limit. Council gave their thumbs up to move forward with an appraisal of the properties with the discussed changes.

Next, Council discussed the agenda for future Council meetings and work sessions. Councilmember Morgan requested that a digital water meters discussion be added to a future work session, and Council agreed to add this to a future agenda. City Manager Napier discussed the \$1.7M sales tax that the City is being assessed due to a tax error. He stated that staff is working on challenging this assessment and is working on ways to extend the amount of time that the City has to pay that amount back in.

Councilmember Powell stated that he will be giving a full legislative update at the work session on August 14, 2018.

Next, Council went around the table to discuss their respective board and committee meetings and share ideas and concerns related to public matters of interest. Council discussed adding public comment for every second and third reading ordinance and decided they would like to try this at future meetings. They also decided to add the public comment portion of the meeting to the beginning of the Council meetings as opposed to the end of the meetings.

The meeting was adjourned at 6:48 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

---

Fleur D. Tremel  
City Clerk

---

Ray Pacheco  
Mayor