

Agenda

Casper City Council Work Session
City Hall, Council Meeting Room
Tuesday, November 28, 2017, 4:30 p.m.



	Work Session Meeting Agenda Items	Recommendation	Allotted Time	Beginning Time
1.	Telecommunication Ordinance Update (Bob Duchen of River Oaks Communications)	Information Only	20 min	4:30
2.	PFLAG Resolution (Carter Napier)	Move Forward for Approval	20 min	4:50
3.	Hotel and Convention Center Working Group (Brook Kaufman)	Information Only	30 min	5:10
4.	Ash Street Building Purchase Proposals (Liz Becher)	Direction Requested	20 min	5:40
5.	WAM Legislative Issues (Rick Kaysen)	Information Only	45 min	6:00
6.	Discussion of the Selection Council Leadership for 2018 (Will Chambers)	Direction Requested	20 min	6:45
7.	Council Around the Table	Direction Requested	45 min	7:05
Approximate Ending Time				7:50

November 15, 2017

MEMO TO: Carter Napier, City Manager
FROM: Will Chambers, Interim City Attorney
Wallace Trembath, Assistant City Attorney W.T.
SUBJECT: Telecommunication Ordinance Update

Meeting Type & Date:
Council Work Session on November 28, 2017

Action type:
No action. This item is for informational purposes only.

Recommendation:
No recommendation is being made at this time.

Summary:
The demand for good cellular coverage and seamless connection to wireless broadband continues to grow. In response, wireless service providers estimate that next year alone, at least 150,000 new wireless telecommunication facilities will be installed nationwide, and more than 500,000 will be installed the following year to keep up with consumer demand for data and to deploy 5g networks.

The Telecommunications Act of 1996 states that local governments cannot “prohibit or have the effect of prohibiting wireless facilities,” but also preserves local zoning authority over the “placement, construction, and modification of wireless facilities.” Several other layers of law apply, and it appears clear that wireless telecommunication providers may locate in public rights of way.

While these new technologies are valuable to the community, City staff has concerns about preserving the integrity of the community and protecting its valuable property rights in its rights of way. Additionally, several factors make these new mini-towers different from traditional cell towers including: (1) location in City rights of way, instead of on leased or licensed public and private property; (2) the granting of utility status to distributed antenna system (“DAS”) contractors; (3) public safety concerns, and (4) the speed with which deployment is occurring.

Council previously approved a contract with Thomas F. Duchon & Associates, Inc., d/b/a River Oaks Communications Corporation, to assist the City in updating its telecommunications ordinances and application packets, and allow for the new technology in accordance with federal law, while concurrently balancing the public interests in City rights of way.

We are close to presenting a new ordinance that will amend Casper Municipal Code Section 17.12.124. Bob Duchon, Vice President of River Oaks Communications Corporation, will be at the work session to explain how the ordinance is tailored to fit the needs of Casper, while being compliant with federal law, rules and regulations. Time permitting, he may also address, how the new ordinance will compare to those adopted by other jurisdictions.

River Oaks Communications Corporation assisted Cody, is currently working with Sheridan and Gillette and is involved on wireless projects for communities in Idaho, North Dakota, South Dakota, Utah, New Mexico and Nebraska. Bob was brought in by WAM at their Annual Conference to share information on wireless regulations and small cells.

Financial Considerations

None


Oversight/Project Responsibility

Wallace Trembath, City Attorney's Office

Attachments

None

November 21, 2017

MEMO TO: Her Honor, Mayor Humphrey, and Members of City Council
FROM: J. Carter Napier, City Manager 
SUBJECT: Consideration of Resolution Supporting Non-Discrimination

Meeting Type & Date

Council Work Session, November 28, 2017

Recommendation

That Council consider a resolution supporting non-discrimination.

Summary

The Casper chapter of Parents and Friends of Lesbians and Gays (PFLAG) have requested the Casper City Council to support a resolution of non-discrimination of lesbian, gay, bisexual, and transgender (LGBT) citizens.

Historically, LGBT persons have been harassed, rejected, and even murdered for being different. It is important that Casper illustrates that compassion, understanding and unity are values that are upheld and promoted. Our citizens need to feel safe and a community that is welcoming and supportive will encourage all people to stay in Casper and utilize their skills.

The attached draft resolution has been prepared for your consideration.

Financial Considerations

No Financial Consideration

Oversight/Project Responsibility

Casper City Council

Attachments

Draft Resolution

RESOLUTION NO.

A RESOLUTION STATING THE POLICY OF THE CITY OF CASPER TO PROMOTE A DIVERSE COMMUNITY AND ENSURE THAT DISCRIMINATION OF ANY KIND IS NOT ACCEPTED

WHEREAS, Casper is a diverse community with a long tradition of pursuing full equality for all its citizens; and,

WHEREAS, the full inclusion and acceptance of lesbian, gay, bisexual, and transgender (LGBT) citizens is fair and just; and,

WHEREAS, we affirm the right of LGBT citizens in Casper to live free of discrimination in all of its forms; and,

WHEREAS, discrimination in all of its forms includes: on the basis of race, color, religion, national origin, sex, gender identity, age, marital status, sexual orientation, family status, veteran status, disability and source of income are wrong and present a stumbling block to the pursuit of full equality.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING, THAT: the City of Casper, in regular session duly assembled, it is the policy of the City to reject discrimination of any kind and to respect the inherent worth of every person, without regard to of race, color, religion, national origin, sex, gender identity, age, marital status, sexual orientation, family status, veteran status, disability and source of income. The City affirms that its personnel policies protect employees and potential employees from discrimination based on sexual orientation and gender identity.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2017.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur L. Tremel
City Clerk

Kenyne Humphrey
Mayor



www.pflag.org

Parents, Families, Friends, and Allies
United with LGBTQ People to
move equality forward!

Casper Chapter, WY
Ruth Ann Leonard, President
2600 Fleetwood Place, #219
Casper, WY 82604
307.265.5449
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Web: www.pflagcasper.org

September 29, 2017

Mr. J. Carter Napier
City Manager, City of Casper
200 N. David Street
Casper, WY 82601-1815
Dear Mr. Napier:

The Casper chapter of PFLAG met on Sunday, September 24th and voted to submit this letter requesting that the Casper City Council support a Resolution to support non-discrimination of lesbian, gay, bisexual, and transgender citizens. A draft copy of a resolution modeled after the one approved by the City of Gillette on September 20, 2016 is attached for your review and consideration.

Historically, LGBT persons have been judged, harassed, rejected, and even murdered for being different or perceived as "wrong". Time, research, and compassion have taught us that the LGBT experience is one of seeking identity, connection, and identity. As Casper continues to seek new employers and to expand its economic base, it is critical that the community be perceived as welcoming and open. We want our sons and daughters to feel safe; to feel supported; and, finally to stay in Casper where their skills will be rewarded with understanding, compassion, and unity.

This letter is being signed by the President of PFLAG and local representatives of Casper Pride and Out in Wyoming. We are also asking for a letter of support from the Casper Housing Authority.

If you need additional information, please feel free to contact Rob Johnston (rjohnston@pmowyo.org or 259-5026), Dee Lundberg (revdeeucc@gmail.com or 406-930-1099), or Ruth Ann Leonard (raileonard38@gmail.com or 265-5449). Thank you for your consideration.

Sincerely,

Ruth Ann Leonard
PFLAG

Mallory Pollock
Casper Pride

Gage Williams
Out in Wyoming

Resolution No _____

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Wyoming cities have few protections, support, for LGBT residents

Posted in: [News](#)

[Arno Rosenfeld 307-266-0634, arno.rosenfeld@trib.com](#)



Laura Weatherford celebrates following a special meeting addressing a city-wide anti-discrimination ordinance May 13, 2015, at City Hall in Laramie. Efforts to implement similar ordinances in other Wyoming communities have stalled. File, Star-Tribune

Wyoming scored low marks across the board in Human Rights Campaign's *annual ranking of the climate for LGBT residents* in cities across the country. The Equality State scored 14 points out of a possible 100, well below the national average of 57. Several cities marked considerably lower including zero points for Sheridan, three points for Rock Springs and five points for Casper.

"It's a shame," said Sara Burlingame, Wyoming Equality's education and outreach director.

Burlingame said she was disappointed because while Wyoming also performed poorly in last year's HRC ranking. She believed at the time that there was significant momentum among local governments in passing anti-discrimination ordinances and taking other measures to increase LGBT friendliness.

The one outlier in the state was Laramie, which scored 49 points and passed an anti-discrimination ordinance covering sexual orientation two years ago. Cheyenne is considering a similar ordinance.

The Legislature defeated an anti-discrimination law barring discrimination based on sexual orientation two years ago amid fierce debate.

The scorecard, which HRC produced with the Equality Federation Institute, measured five categories to create its ranking: non-discrimination laws, the municipality as an employer, municipal services, law enforcement and the city's relationship with the LGBT community.

Jackson, Laramie and Cheyenne all received points for municipal employment policies and relationship with the LGBT community, while Casper and Gillette received marks for municipal services and relationship with the community. Gillette also received points for law enforcement policies.

Casper specifically received points for an anti-bully policy in local schools and for city leadership's "public position on LGBTQ equality."

Mayor Kenyne Humphrey did not immediately respond to a request for comment Thursday. Casper special projects coordinator Jolene Martinez said that the city had received a questionnaire for the scorecard but had not replied. "No one answered any of the questions," Martinez said. "I don't think there's any malicious intent or anything that's with that." She said that while Casper did not have specific public initiatives to serve the LGBT community, it focused on providing services to all residents regardless of sexual orientation.

Sheridan, which was the only city to score a flat zero in Wyoming, passed an anti-discrimination ordinance at a city council meeting on Monday. The council stripped the ordinance of language protecting sexual orientation and instead condemned discrimination against any city resident.

"What part of all does not include all?" council member Alex Lee said at the meeting, *according to the Sheridan Press*.

In a statement, HRC President Chad Griffin framed the ranking as a way for businesses to decide where to locate or hold conferences. "CEOs know that in order to attract and retain the best employees, they must grow their companies in places that protect LGBTQ citizens from discrimination and actively open their doors to all communities," Griffin said.

The same argument was made by advocates of the *failed anti-discrimination bill in the Wyoming Legislature in 2015* under the banner "Compete Wyoming."

Burlingame also highlighted that concern. She said that some state lawmakers have cautioned that an anti-discrimination ordinance covering sexual orientation was unlikely to pass for several years due to the high levels of political polarization following last year's presidential election. But in the meantime, Burlingame said that Wyoming is shooting itself in the foot.

"We are looking at an economic downturn, and we're trying to attract jobs to Wyoming, and one of the easiest things we could do to say, 'We're open for business please come bring your workers and their families here, this is a great state to live in,' is to pass anti-discrimination laws," she said. "We know it works. We know employers are looking for it."

Source: *Scorecard: Wyoming cities have few protections, support, for LGBT residents* / 307 POLITICS / trib.com

November 22, 2017

TO: Honorable Mayor, and Members of the Casper City Council

FROM: Brook Kaufman, CEO, Casper Area Convention & Visitors Bureau
Elliot Kilham, Associate, Economic & Planning Systems (EPS)
Terry Willis, Principal, KTG Y

SUBJECT: Casper Hotel and Conference Center Preliminary Site Analysis

Meeting Type & Date

Work Session, November 28, 2017

Summary

In early 2017, the private sector indicated strong interest in revisiting the potential for development of a conference center facility in Casper, Wyoming. In response, a local working group comprised of the Casper Area Convention & Visitors Bureau (CACVB), the Amoco Reuse Agreement Joint Powers Board (ARAJPB), the Downtown Development Authority (DDA) and Economic Development Joint Powers Board/Forward Casper retained the team of Economic & Planning Systems (EPS) and KTG Y to further evaluate and compare three sites established in prior studies. (Most notably sites identified in the 2012 Crandall Arambula and Strategic Advisory Group (SAG) studies.) The sites analyzed include the land adjacent to David Street Station, the Platte River Commons (Amoco Reuse) property and the property owned by Casper Redevelopment Corporation/Natrona County Public Library Foundation adjacent to the river.

The analysis performed by EPS and KTG Y considers both financial (cost) and qualitative factors including conference attractiveness, catalytic impact, walkability, ease of assembly and economic impact. Phase I of the project is the site analysis, which will be presented during work session on November 28th. Phase II, which considers economic feasibility and alternative funding mechanisms potentially available to the project, is still under review and will be available to Council upon completion. Based on the analysis, the property adjacent to David Street Station has the best combination of financial and location factors and is considered the leading candidate for a project of this size/scope.

Recommendation

The City of Casper and Council are at a critical crossroad with the properties adjacent to David Street Station. The impact of any decision made on the sale or redevelopment of the area will have a far-reaching effect on the community's long-term ability to recruit new businesses, grow the local economy, increase tourism and enhance quality of life for Casper residents.

The City recently invested in David Street Station, a downtown parking study, the partial demolition of the Plain's building, and the build-out of new streetscaping along Midwest Avenue to enhance and improve the area. The effects of these investments have yet to be realized. We ask that the City

consider holding on the decision to sell the properties on Ash Street until more data/information is made available.

Attachments

EPS Memo: Casper Hotel and Conference Center Preliminary Site Analysis

MEMORANDUM

To: Casper Hotel and Conference Center Working Group
From: Economic & Planning Systems and KTG
Subject: Casper Hotel and Conference Center Preliminary Site Analysis; EPS # 173041
Date: November 22, 2017

The Economics of Land Use



Background

Economic & Planning Systems (EPS) and KTG were retained by the Casper Hotel and Conference Center Working Group comprised of representatives from the Casper Area Convention and Visitors Bureau, the Amoco Reuse Agreement Joint Powers Board (ARAJPB), Casper Downtown Development Authority (DDA), and the Economic Joint Powers Board/Forward Casper (client team) to complete an evaluation and comparison of alternative sites for a hotel and conference center in Casper, WY. EPS is a land economics firm with expertise in real estate market feasibility analysis, public finance, and public-private partnerships. KTG is an architecture, planning, and urban design firm.

KTG completed a site analysis and an architectural massing of the hotel and conference center for each of the sites. It was assumed that each site would have an equivalent development program with 200 hotel rooms and between 55,000 and 58,000 square feet of conference space. The program for each of the sites calls for 400 parking spaces; however, Site 1 requires partial structured parking to fit this program. Site information and development program are summarized in **Table 1**, and the locations of the different sites are shown in **Figure 1**.

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730 17th Street, Suite 630
Denver, CO 80202-3511
303 623 3557 tel
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*Denver
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Oakland
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www.epsys.com

Based on KTG's site analysis and development program, EPS built a financial model to estimate total development costs and project cash flows. EPS also used this model to estimate the level of public financial support needed for the project to be feasible as well as potential public financing revenues available for the project, including tax increment financing (TIF), specified grants, and land donations.

This memorandum summarizes important factors differentiating the sites and provides a preliminary evaluation based on financial feasibility and on locational factors including conference attractiveness, ability to catalyze spinoff development, and, overall economic impact.

Figure 1
Site Alternatives Locations



Table 1
Site Information and Development Program

Description	Units	Site 1	Site 2	Site 3
Site Information				
Land Area	<i>acres</i>	5.65	9.95	10.98
Existing Buildings	<i>sq. ft.</i>	41,500	21,500	0
Transmission Lines	<i>lin. ft.</i>	0	0	830
Distribution Lines	<i>lin. ft.</i>	1,260	2,400	0
Program				
Hotel	<i>sq. ft.</i>	144,500	144,500	144,500
Conference Center	<i>sq. ft.</i>	<u>55,300</u>	<u>57,900</u>	<u>58,300</u>
Total	<i>sq. ft.</i>	199,800	202,400	202,800
Parking				
Surface Parking	<i>spaces</i>	190	400	400
Structured Parking	<i>spaces</i>	<u>214</u>	<u>0</u>	<u>0</u>
Total	<i>spaces</i>	404	400	400
Landscaping				
Landscape	<i>sq. ft.</i>	7,345	28,185	59,855
Hardscape	<i>sq. ft.</i>	1,950	14,085	12,486
Streets	<i>sq. ft.</i>	1,450	38,625	31,733

Source: KTGy; Economic & Planning Systems

Financial Factors

In its financial analysis and modeling, EPS found that total development cost was an important differentiating factor between the sites and had the biggest relative impact on project feasibility. A primary driver differentiating the total development cost estimates was whether or not structured parking would be needed to fit the program on the site. Other cost drivers included the size of the site, which impacted costs for land acquisition and site preparation and landscaping. Another cost factor impacting the financial analysis was whether or not the land could potentially be donated. Land and site development are upfront expenses, and, as a result, have a significant impact on project feasibility. The total development costs for each site and indications of the primary costs drivers are summarized in **Table 2**.

While important factors for financial returns in the model, in the end, Site 1, Site 2, and Site 3 all have similar estimated total development costs and costs drivers. As a relative comparison, Site 2 has the least expensive total development, does not require structured parking, and has the possibility for land donation. While Site 3 has highest total development cost, it also does not require structured parking and has the potential for land donation, which is a higher percentage of its costs than the other sites. Site 1 has less total development costs than Site 3, but requires partial structured parking and the potential land donation is a smaller percentage of the overall costs.

Table 2
Financial Factors

Description	Site 1	Site 2	Site 3
Total Development Costs	\$70,000,000	\$69,500,000	\$71,200,000
<i>Primary Drivers</i>			
Structured Parking	Partial	No	No
Land Donation Possible	Yes	Yes	Yes
Preliminary Rank	3	1	2

Source: Economic & Planning Systems

Location Factors

The consultant team also evaluated a number of qualitative location factors important to site selection. These factors help determine which sites have the best ability to attract conferences, catalyze private development, and, overall, have the biggest economic impact. Sites have been scored **High** - as the relative best location, **Medium** - as a moderately good location, and **Low** - as the relative worst location.

At the end of this section, the factors are summarized in **Table 3**. The table shows that Site 1 scored the highest in five of the six factors and is the highest ranked location for a conference center, followed by Site 2. Site 3, the site farthest from Downtown, has the lowest score.

Conference Attractiveness

- This factor considers the attractiveness of the site to meeting and conference organizers. In 2012, Strategic Advisory Group (SAG) produced a *Conference Center Market Study* for the City of Casper. In this study, SAG strongly recommends downtown as the best location for a hotel and conference center. This recommendation was partially based on a survey of meeting planners in Wyoming on their preferred locations for a conference center in Casper, and a majority of these meeting planners stated a preference for a downtown core location.
- As a result, Site 1, the closest site to the downtown core is scored as High. Site 2 is farther from downtown, but it is also located on the river, which is considered a premium. Given this riverfront location, Site 2 is also scored as High. Finally Site 3 is scored as having the lowest conference attractiveness being the farthest distance from the downtown core.

Catalytic Impact

- This factor considers the impact that the \$64 to \$71 million investment in the conference center could have on catalyzing future development around the site. Site 1 is considered to have the biggest potential impact as it is within the downtown core and next to the David Street Station, and would help build on the existing momentum of downtown development and revitalization. Site 2 also has potential to catalyze development in areas on the site and along the river. In the near term, Site 3 has a lower potential to catalyze additional development, as it is the most isolated property. However, this could change as the area begins to develop, and, importantly, there is significant vacant land on which additional development can take place.

Walkability

- This factor considers proximity to downtown and the existence of pedestrian infrastructure. Site 1 is scored as High as it is within a close proximity to downtown and has existing pedestrian infrastructure, including recent investments to streetscapes and to public space at the adjacent David Street Station. Site 2 is scored as Medium as it is farther from downtown and does not currently have pedestrian infrastructure on site. Finally, Site 3 is scored Low as it is the farthest from downtown and currently does not include pedestrian infrastructure.
- EPS has found in its studies in many different cities that ‘walkability’ is an increasingly important factor to commercial tenants, brokers, and developers. It drives locations decisions as submarkets with high quality walking experiences can result in financial premiums.

Ease of Assembly

- This factor considers both the number of existing property owners, whether owners are public or private, and whether or not there are existing uses on the site. Site 3 is fully assembled, has a quasi-public owner, and is therefore scored the highest - High. Site 1 has two public owners, the City and State, and the land is largely vacant - Medium. Site 2 has two private owners, but these owners have indicated a willingness to partner with this project and the land is currently largely unused - Medium.

Economic Impact

- Sites closest to other businesses, in particular retail and restaurant businesses within short distances, have the biggest potential to increase spending in Casper as a whole. As a result, sites with high walkability and closest to downtown/other businesses are given the highest score. Site 1 is both near downtown and has existing pedestrian infrastructure – High. Site 2 is a little farther from downtown and would require some additional infrastructure investment – Medium. Finally, Site 3 is not within easy walking distance to other businesses and would require additional pedestrian infrastructure – Low.

**Table 3
Location Factors**

Description	Site 1	Site 2	Site 3
Conference Attractiveness	High	High	Medium
Catalytic Impact	High	Medium	Medium
Walkability	High	Medium	Low
Ease of Assembly	Medium	Medium	High
Economic Impact	High	Medium	Low
Preliminary Rank	1	2	3

Source: Economic & Planning Systems

Gap Financing

The preliminary financial analysis highlights the following considerations:

- The project is not likely to be feasible without some level of public investment. This is based on estimated achievable hotel room rates, occupancy levels, and food and beverage revenues and the impact these factors have on net operating revenue. A more detailed project feasibility study would need to be completed prior to development to more precisely estimate the financing gap.
- On a comparative basis, the largest cost differentiator is land costs based on the assumption of varying levels of land donation. Site 1, Site 2, and Site 3 have the potential for some form of land donation.
- Additionally, Site 1 and Site 2 are both in the Old Yellowstone District (OYD) an Urban Renewal Area (URA) with the potential for Tax Increment Financing (TIF). Site 3 currently does not have access to this financing source, but would likely meet the blight conditions standards needed to designate it as an urban renewal area. EPS has estimated preliminary financing scenarios that fill needed gap financing based on what it considers reasonable modeling assumptions. In all of these scenarios some form of TIF financing was needed.

Preliminary Recommendations

Site 1 has the best combination of financial and location factors. While it is ranked third, its estimated total development cost is only slightly more than Site 2 and Site 3, and it has better location factors than the other sites. At this point in time, Site 1 should be considered the leading candidate. After Site 1, Site 2 has both appealing financial factors, especially if land donation is available, and appealing location factors. The other sites are more mixed. While Site 3 has appealing financial factors, it is the lowest ranked site with respect to location factors.

In the next couple weeks, the team will continue refine its evaluations. While the team does not expect the relative rankings of sites between different factors to change during this time period, it may have additional insights on the importance of different factors to overall project success, especially as they relate to the cost and ease of financing the different projects.

Table 4
Combined Site Selection Matrix

Description	Site 1	Site 2	Site 3
FINANCIAL FACTORS			
Total Development Costs	\$70,000,000	\$69,500,000	\$71,200,000
<i>Primary Drivers</i>			
Structured Parking	Partial	No	No
Land Donation Possible	Yes	Yes	Yes
Preliminary Rank	3	1	2
LOCATION FACTORS			
Conference Attractiveness	High	High	Medium
Catalytic Impact	High	Medium	Medium
Walkability	High	Medium	Low
Ease of Assembly	Medium	Medium	High
Economic Impact	High	Medium	Low
Preliminary Rank	1	2	4

Source: Economic & Planning Systems

November 21, 2017

MEMO TO: J. Carter Napier, City Manager
FROM: Liz Becher, Community Development Director
SUBJECT: Ash Street Building Purchase Proposals

Meeting Type & Date:
Council Work Session Meeting, November 28, 2017.

Action Type:
Council direction.

Recommendation:
That Council direct staff to prepare Real Estate Sale Agreements for the Ash Street buildings with the highest bidders, which reflect the terms and conditions of the RFP published September 6, 2017, unless Council would prefer to retain the larger block for future development.

Summary:
At the November 14th Council work session, three (3) purchase and redevelopment proposals were presented for the Ash Street buildings, which were purchased by the City as part of the former Plains Furniture properties, and are summarized in the following table.

Proposer	Purpose	Building	Appraisal	Offer Price	Square Feet
Ashby Construction, Inc (ACI)	professional office and three mixed use residential and commercial spaces	Former Milo's auto body shop	\$217,000	\$220,000	13,500
Frosted Tops, LLC	trendy dessert bakery	Former Milo's auto body shop	\$217,000	\$217,500	13,500
1890, Inc	branded production and retail showroom with social gathering space	Former Ka-Lark's gymnastics studio	\$300,000	\$300,500	10,500

All the offers received exceed appraised values and are in concert with the *Generation Casper* Comprehensive Plan, which was approved and adopted by Council on July 5, 2017. They specifically accomplish the following themes and goals:

- *Endless Character* (cultivating growth and redevelopment based in best practices and historical preservation)

- *Vibrant Urban Center* (foster a vast network of entrepreneurs to support the downtown and Old Yellowstone District with unique character that anchors the community); and
- *Distinctive Regional Hub* (retain talent, promote business-friendly policies, and cultivate incubators aimed at fostering fresh ideas and allowing small businesses to make their mark on Casper).

The Comprehensive Plan, is first and foremost a 10-20 year land use policy document that is meant to guide decision-making for development, efficient city services, key infrastructure, public amenities, and managed growth while maintaining Casper's unique quality of life. The Plan was completed after a year of community visioning that included a robust public outreach process, extensive data and trend analysis, best practices in city planning reviews, and previously adopted plans reviews. Hundreds of local citizens representing a wide array of ages and professions shared their visions for economic development, downtown development, neighborhood revitalization, natural resource utilization, historic preservation, and community growth.

The redevelopment proposals before Council were prepared by three (3) young entrepreneurs who have been successful and wish to grow. The proposals are multi-generational in their scope, and they are all immediately ready to proceed. These existing businesses are financed for their proposed expansions through their local lending partners and personal investors; there is no request for public investment or subsidy. All three (3) proposals have solid business track records. The property redevelopment will infuse private capital, preserve existing structures that define the unique character of the area, assume new property taxes, increase sales tax, and create jobs. The proposals have all allowed for on-site parking. The owners are active in the community and contribute a portion of their profits to local non-profits.

Financial Considerations: The FY18 approved budget includes the sales revenue from these properties, estimated at \$600,000 in May, and more recently revised to \$850,000 in the budget amendment, for the sale of all three (3) sites. This recommended sale of two of the three properties will generate \$520,500 in revenue. The revenue would be captured in the Revolving Land fund.

Oversight/Project Responsibility:
Community Development Department/Planning Division.

Attachments:
None.

November 22, 2017

MEMO TO: J. Carter Napier, City Manager
FROM: Jolene Martinez, Assistant to the City Manager
SUBJECT: 2018 Wyoming Legislative Items

Meeting Type & Date

Council Work Session, November 28, 2017

Action Type

Informational Only

Recommendation

That Council consider adopting the proposed 2018 Wyoming Legislative agenda and working for Legislative support.

Summary

In conjunction with Council, staff has developed a list of five legislative issues that are important to the City of Casper. During the upcoming 65th Wyoming Legislative Budget Session, positive action on the following five (5) issues will help stabilize revenues for the City of Casper, and, in many cases, help cities and towns throughout Wyoming:

- 1) Instituting a stormwater utility
- 2) Constructing the State building in Casper
- 3) Maintaining the formula for the direct distribution of the over-the-cap funds
- 4) Stabilizing funding for local government
- 5) Strengthening extra-territorial jurisdiction

Financial Considerations

No financial considerations exist at this time.

Oversight/Project Responsibility


Jolene Martinez, Assistant to the City Manager

Attachments

No attachments.

November 22, 2017

MEMO TO: Honorable Mayor and Members of the Casper City Council

FROM: J. Carter Napier, City Manager 
Will Chambers, City Attorney

SUBJECT: Discussion of Straw Poll Election Process for the Selection of Council Leadership for 2018

Recommendation:

City staff is seeking instruction to set a meeting date for a straw poll to select the Mayor and Vice-President for the 2018 year.

Summary:

The City Attorney will provide an overview of the straw poll and nomination process used to select Council Leadership at the December 12, 2017 Council work session. This information will allow newly-elected council members time to familiarize themselves with the process and consideration of candidates.

As stated in the rules of the Council, the Mayor and Vice President are elected by the City Council from their members. Historically interested members have submitted their names as candidates for Mayor and Vice-President near the end of the calendar year. Then an informal and non-binding straw poll is held by a non-binding ballot at a work session. The Council then formally votes on the new Mayor and Vice-President at the first official Council meeting January of the new year. Traditionally, the council members voted into these positions in January are those who were selected by the straw poll.

There is only one work session available to hold a straw poll, as the work session scheduled for December 26th has been canceled. A special work session could be held on December 19, 2017, prior to the regularly scheduled Council meeting. City staff is requesting direction regarding the setting of a meeting for the straw poll election process.