

COUNCIL WORK SESSION
Tuesday, December 9, 2014, 4:30 p.m.
Casper City Hall
Council Meeting Room

AGENDA

1. Council Chambers Audio & Video Upgrade Project (Visual Tour)
2. Proposed Signage Changes to the Form Based Code
3. Downtown Development Authority Funding
4. Marion Kreiner Wading Pool
5. Selection of Council Leadership for 2015
6. Future Agenda Review
7. Executive Session: Property

November 17th, 2014

MEMO TO: John C. Patterson, City Manager
FROM: Linda Witko, Assistant City Manager
SUBJECT: Casper City Council Chambers Technology Upgrade

Recommendation:

That Council, by resolution, authorize a contract with Nordic Sound, in an amount not to exceed \$114,690, to provide professional services for the design, configuration and installation of an Audio/Visual Technologies Upgrade for the City's Council Chambers.

Summary:

The last major revision to the City of Casper's Council Chambers A/V Technology was in 1993. Since that time, numerous advances have occurred in technology used to facilitate and document city meetings, including voting records, high-definition video projection, presentations, and broadcasting equipment necessary to meet the future needs of the City. Updating the chambers A/V technology was defined as a priority for the current fiscal year.

One company responded to an RFP issued this past September. A team of City staff reviewed the proposal and interviewed the company – Nordic Sound. Although the only respondent, the company has a solid understanding of the project and has offered a solution that will greatly improve the audio and visual capabilities in Council Chambers. Nordic Sound is also a local company that will be able to provide timely support on the system. Upon approval of the contract, Nordic Sound will begin by ordering and assembling equipment and meeting with City stakeholders early in the design process to ensure City expectations are being met. The new system is expected to be commissioned in the first quarter of 2015.

Brief descriptions of proposed changes are as follows:

- Audio: The entire audio system will be replaced.
 - All existing microphones will be replaced. The lapel mics at council seating area will be replaced with wired mutable gooseneck mics.

- Two AV input jacks will be installed for presentations by staff and/or the public. One will be located at the lectern and the other at the City Manager's seat at the staff table.
 - New in-ceiling speakers will be adapted into existing speaker locations to minimize penetrations and 16 cloud ceiling tiles will be hung from the ceiling to reduce audio reflections.
 - ADA compliance for hearing assistance will be provided via (4) new FM transmitter/receivers.
- Video: Use of the existing rear projection system will be replaced with multiple high definition television screens, and the existing document viewer (Elmo) will be replaced with a ceiling mounted document camera. The existing voting system will also be replaced.
 - Two 80" televisions will be installed where the large clock and voting box are currently mounted on the wall. This will be used for document viewing, media presentation, and voting result display.
 - Three 32" televisions will be installed on the back side of the staff table in order to provide improved viewing for Council Members. The video feed from the 80" screens will be mirrored on these displays.
 - City Manager's seat at staff table will have two displays; one will be mirrored with those above, while the other will be used to preview media before being shown on primary display.
 - The video system will be programmed with an overlay so that voting results can be displayed on all screens.

Optional pricing has also been provided for wireless microphones and extending an A/V setup to the Council Meeting Room. Associated costs are \$12,376 and \$17,613 respectfully.

Funding in the amount of \$40,000 was initially budgeted from Council's cost center to upgrade only the video system. If Council chooses to proceed with staff recommendation, the additional \$74,690 could be funded from Council Goals.

December 1, 2014

TO: John Patterson, City Manager

FROM: Liz Becher, Community Development Director *eb*
Craig Collins, AICP, City Planner

SUBJECT: Proposed signage changes to the Form Based Code

Recommendation:

That Council support the proposed amendment to section 17.94.130 (Design standards for Roof Signs) of Chapter 17.94 of the Casper Municipal Code, pertaining to the Old Yellowstone District and South Poplar Street Corridor, as approved by the Planning and Zoning Commission at their October 28, 2014 meeting.

Summary:

In June 2008, the City Council adopted the Form-Based Code for the area referred to as the Old Yellowstone District (OYD) and South Poplar Street Corridor. The Form-Based Code was a new concept for the City, as it relies heavily on design standards and building types rather than regulating uses by specific, isolated districts as conventional zoning does.

In the first year of the Form Based Code, staff became aware of a need to allow flexibility in the OYD building design standards as they work with developers who are extremely creative and who like to work with non-traditional materials. However, staff is also highly cognizant that the intent of the design standards is to provide quality and consistency in the architecture of structures in the OYD District.

Staff recognizes that signing is an important design element of the environment which serves to express both the owner of the sign and the community. Roof signs can contribute mightily to the architectural and historic nature of the buildings within the Old Yellowstone District. Consistent placement of signs according to building type, size, location and even building materials creates a visual pattern that the pedestrian or driver, can easily interpret and utilize to the mutual benefit of merchants, tourists and customers.

Staff is recommending an amendment to the Code in the design standards for Roof Signs. Both the OYD Advisory Committee and the Architectural Review Committee have reviewed the proposed amendment and also recommend in favor of its approval.

The City's current OYDSPC Form Based Code does not allow roof signs, which are erected in whole or in part, upon or over the roof or parapet of any building. Staff recommends the proposed changes below:

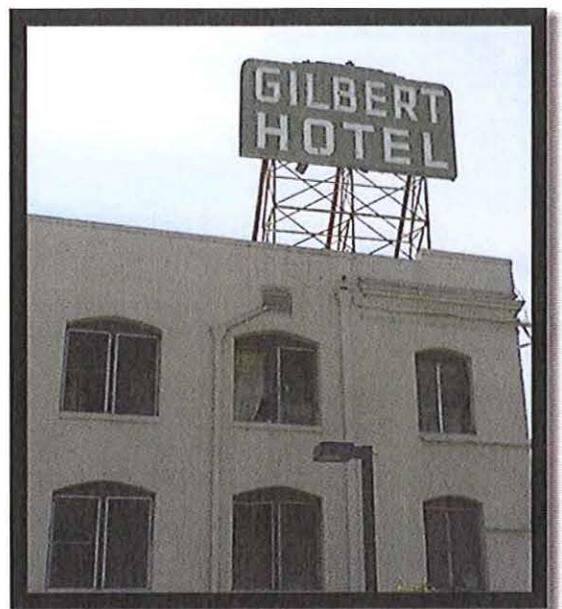
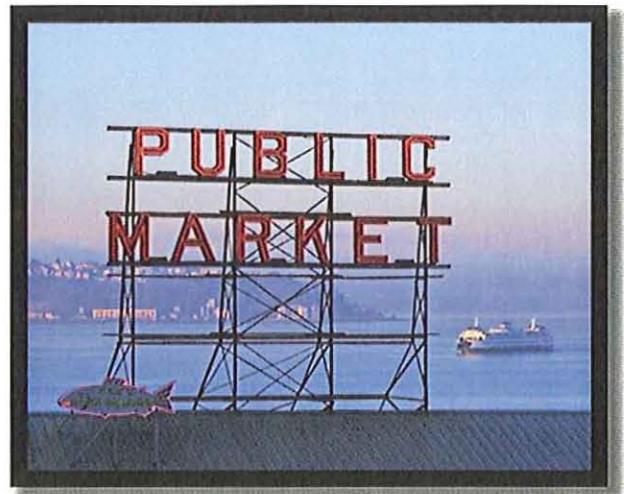
Roof Signs

A sign located on the roof that by its construction materials, age, prominent location, unique design or craftsmanship, provides historic character, individuality, and a sense of place or orientation regarding clues to the building's history may be permitted in the Old Yellowstone District. Roof signage is not permitted in the South Poplar Street Corridor. Roof Signs may be permitted by the Architectural Review Committee if demonstrated that the following requirements are met:

- a. The maximum number of roof signs is one (1) per primary structure.
- b. Roof signs shall only apply to buildings with at least an average of twenty (20) feet of vertical height from grade to parapet or roofline.
- c. Roof signs are allowed one (1) historic feature, such as a logo or brand mark, not to exceed 32 square feet in area.
- d. Roof signs are only allowable on flat roofs.
- e. Roof signs shall not extend beyond the fascia, parapet, or roofline of the subject building.
- f. Roof signs shall only be one (1) sided.
- g. Roof signs should be an architectural feature of the historic building and not the primary form of advertising.
- h. Cabinet signs and electronic message centers are not permitted.
- i. Lighting shall be consistent with the vintage character of the sign. Roof signs may consist of internally illuminated individual letters;



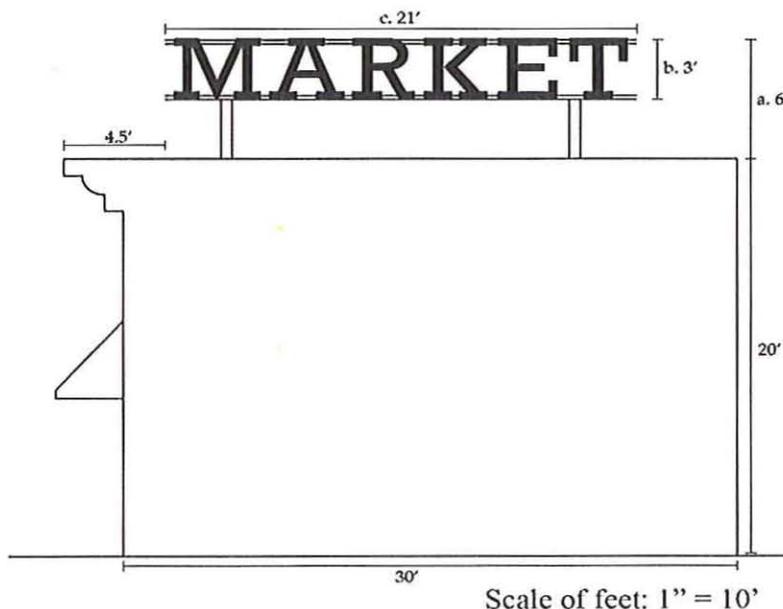
Roof Signs shall be iconic and culturally significant to the nature of the District.



however, the sign copy should be the only portion of the face that is illuminated. Lighting may be exposed neon on a decorative background or from an external source that is consistent with the architectural style of the building. Flashing lights are discouraged.

- j. Lighting shall be downward facing to prevent light trespass and pollution.
- k. The maximum total roof signage shall not exceed the following ratios:

ROOF SIGN STANDARDS	MAX
a. Supporting structure	30% of vertical height of building
b. Lettering height	15% of vertical height of building
c. Sign length	70% of ridge length
d. Feature	32 square feet
e. Total sign square footage - single-tenant	1 square foot per linear foot of building facade length
f. Total sign square footage - multi-tenant	3 square feet per linear foot of building facade length



The overall sign square footage in this diagram does not apply to a single-tenant structure due to its total square footage (e.)

December 1, 2014

MEMO TO: John C. Patterson, City Manager

FROM: Doug Follick, Leisure Services Director
Carolyn Griffith, Recreation Division Manager

SUBJECT: Proposed Conversion of Marion Kreiner Wading Pool to Splash Pad

Recommendation:

Staff is requesting that Council consider the approval of converting the Marion Kreiner Wading Pool to a splash pad. The proposal includes installing a small splash pad within the footprint of the existing wading pool with \$190,550 FY15 capital funds previously dedicated to Marion Kreiner Pool for miscellaneous upgrades. The splash pad would include spray features that allow patrons to play in water that sprays or spouts within a flat surface and therefore does not require a lifeguard to supervise activity during operation.

Summary:

Marion Kreiner Pool is the least utilized of the three outdoor pools. The wading pool is underutilized and often sits empty, yet the facility must be fully staffed during operating hours in order to maintain a safe environment should patrons arrive. Staffing Marion Kreiner Pool accordingly impacts annual operational expenses as well as the availability of lifeguard staff for use at other aquatic facilities.

Staff is recommending the splash pad becomes a free water play area for children and families. Although adjacent to Marion Kreiner Pool, the fence configuration would be changed to allow access to the splash pad when Marion Kreiner Pool is not open. The addition of a splash pad to the vicinity of Marion Kreiner Pool will:

1. Continue to allow for young children to have the opportunity to experience water play in a safe environment.
2. Eliminate the need to provide a lifeguard for the area designated for young children. There will be no standing water.
3. Extend the times each day and also extend the season for citizens to enjoy water features since the facility can remain open when the pool is not staffed or open.
4. Add an attractive feature to the adjoining Matthew Campfield Park and also to Marion Kreiner Pool.



Hello Councilmembers,

Please cast your votes for Mayor and Vice Mayor of Casper City Council 2015. Seal your ballots in the attached, unmarked envelope and they will be tallied.

Should you have questions or concerns, please feel free to contact me at 235-8224.

Thank you.
Tanya

BALLOT

MAYOR OF THE CITY OF CASPER – 2015

_____ Charlie Powell
Other _____

BALLOT

VICE-PRESIDENT OF THE CASPER CITY COUNCIL – 2015

_____ Steve Cathey
_____ Bob Hopkins
Other _____