

SPECIAL COUNCIL MEETING
Tuesday, February 24, 2015, 4:30 p.m.
Casper City Hall
Council Chambers

AGENDA

1. Continuation of the Review of the Renewal of the Powder River Veterans Club Liquor License

COUNCIL WORK SESSION
Tuesday, February 24, 2015, 5:00 p.m.
Casper City Hall
Council Meeting Room

AGENDA

1. Executive Session: Legal
2. Flood Plain Ordinance (MPO)
3. Event Center Storage Building
4. One Cent Community Projects Applications
5. WAM Report
6. Brand Presentation
7. Future Agenda Review

February 20, 2015

TO: Honorable Mayor and Members of the Casper City Council
Cc: John C. Patterson, City Manager
FROM: William C. Luben, City Attorney *WCL*
RE: Renewal of Club Liquor License No. 3 for the Powder River Veteran's Club.

Recommendation:

That on the basis of correspondence received from the Wyoming State Liquor Division on February 19, 2015, Council deny the renewal of the Powder River Veteran's Club's Liquor License.

Summary:

Thomas J. Montoya, Chief of Enforcement for the Wyoming Liquor Division (the "Division"), informed the Casper City Attorney's Office by letter on February 19, 2015, that the Division had just been notified that the Powder River Veteran's Club (the "Club") has no legal connection with the Veterans of Foreign Wars, and is not authorized to act on its behalf.

The State Liquor Division initially approved the Club's liquor license application for the upcoming year because it was believed that the Club was still connected and operating under the Veterans of Foreign Wars Charter for Post 991. However, the Division has now been notified that the Club is no longer authorized to act under the Veterans of Foreign Wars Charter. As such, the Club is no longer authorized to apply for the renewal of this liquor license, as it is not considered to be a valid, qualified veterans' club for this license at this time.

A copy of the correspondence from Montoya, dated February 19, 2015, is attached, along with a copy of a letter regarding this matter from J. Dee Darneff, the Commander for the Department of Wyoming Headquarters for the Veterans of Foreign Wars for your review. Based on these facts, the Division has informed the City that Council cannot renew this license at this time.

As a result of the directive from the State Liquor Division, I recommend, following discussion of this issue at the special meeting on February 24, 2015, that a motion be made by Councilperson Schlager for permission to withdraw the motion to approve the renewal of this license as previously made and after acting on this motion, that a new motion be made to not renew this license as the applicant is not a qualified applicant for a club liquor license.



6601 Campstool Rd., Cheyenne, Wyoming 82002

MATTHEW H. MEAD
Governor
DANIEL W. NOBLE
Director
GREG COOK
Administrator
Phone (307) 777-7231
Fax: (307) 777-6255
Website: <http://liquor.wyoming.gov>

February 19 , 2015

Bill Luben
Casper City Attorney
City of Casper
200 N. David
Cheyenne, WY 82601

RE: Powder River Veterans Club, Inc.

Mr. Luben:

This letter is to follow-up our conversation today concerning the above referenced entity. Our office has received several phone calls concerning the Powder River Veterena Club not operating under the requirements in statute and we know the Casper City Council has postponed any action on the renewal of this club's liquor license application. Today Senior Agent Hunt and I had a conversation with Bob DeBernado, Adj/QM Department of Wyoming for the Veterans of Foreign Wars.

When this club first applied for the license they currently hold in 2007 the applicant was Powder River Veterans Club, Inc. d/b/a Powder River Veterans Club. They also answered on page 2 of the application they were applying under the VFW. They have held themselves out as a VFW and upon my agents request during a routine inspection gave us a copy of the charter for Powder River Post 991. We were under the assumption that this limited retail (club) liquor license was held by a VFW. In a conversation today and in a letter we received from J. Dee Darnell, Commander Department of Wyoming that this is not the case. There is no legal connection between the two entities. Powder River Veterans Club, Inc does not qualify to hold a limited retail (club) liquor license. W.S. 12-1-101(a)(iii)(A) requires that an applicant for a limited retail liquor license be a post, camp or other local unit composed only of veterans and its duly organized auxillary, chartered by the Congress of the United States for patriotic, fraternal or other benevolent purposes and as the owner, lessee or occupant, operates an establishment for these purposes within the state. In our conversation with Mr. DeBernardo the VFW holds no lease with the Powder River Veterans Club, Inc. The VFW is merely allowed to meet at this establishment for meetings at no charge.

Based on these facts alone the City Council can not renew this license with the Powder River Veterans Club, Inc. If the Powder River Post 991 wishes to reapply witha proper lease in place then they may qualify for a liquor license.

If I can be of further service please feel free to contact me at any time.

Sincerely,

Thomas J. Montoya
Chief of Enforcement
307-777-6453



VFW

VETERANS OF FOREIGN WARS of the UNITED STATES - DEPARTMENT OF WYOMING HEADQUARTERS
3036 CABIN CREEK PLACE - CASPER, WY 82604-3672 - phone 307-333-5975 - fax 307-333-1347
Email vfw.t.j@bresnan.net - Website: www.wyomingvfw.com

February 11, 2015

*Bob Cook, Commander
Post #991
1344 Fremont Ave.
Casper, WY 82604*

Commander Cook:

It has come to my attention that Powder River Veterans Club is hosting a "Male Strippers" night on February 27, 2015. It is also my understanding that the radio commercials use the name Veterans of Foreign Wars in the advertisement for this event.

This type of activity, male or female strippers, is not in keeping with the image desired for the VFW here in Wyoming and as such should not be connected to the Posts name or the name Veterans of Foreign Wars as both are trademarked by the National organization.

I will also remind you that there is no legal connection between the Veterans of Foreign Wars and the Powder River Veterans Club and accordingly I am directing you to end any public connection between the two entities immediately.

*J. Dee Darnell
Commander Dept. of Wyoming*

*Cc: Council of administration
file*

"No one does more for Veterans"

February 17, 2015

MEMO TO: John C. Patterson, City Manager

FROM: Liz Becher, Community Development Director/Floodplain Administrator *LB*
Andrew Nelson, MPO Manager
Constance Lake, CFM, MPO Specialist *CL*

SUBJECT: Proposed Municipal Code Text Amendment to Floodplain Management Standards.

Recommendation:

That the City Council consider an ordinance amending Chapter 17.20 of the Casper Municipal Code pertaining to floodplain management standards.

Summary:

The Federal Emergency Management Agency (FEMA) has completed a re-evaluation of flood hazards for Natrona County. The 90-day appeal period began on March 25, 2014 and no appeals were received. Therefore, the flood hazard determinations are final and FEMA has provided the final Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMS), effective May 18, 2015. All entities within Natrona County participating in the National Flood Insurance Program (NFIP) are required to update their floodplain management regulations, and incorporate the updated flood hazard information, by the May 18, 2015 effective date.

The attached ordinance amendment proposal includes the items required to bring our existing floodplain ordinance current with the minimum NFIP standards, such as the adoption of the new FIS and FIRMS.

As a member of the NFIP, the City of Casper also participates in the Community Rating System (CRS) program. The CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. As a result, flood insurance premium rates within the community are discounted. Every 500 CRS points earned, equals a 5% flood insurance premium discount. Casper currently receives CRS credit for activities such as maintenance of floodplain records, preserving open space in the floodplain, and providing flood protection materials to the public. The proposed ordinance amendment also includes changes to enhance the City's floodplain regulations by creating higher standards for freeboard, cumulative substantial improvement, and a repetitive loss provision. All three recommended higher standards would provide additional CRS points, helping to further the flood insurance premium discounts within Casper.

Freeboard is a term used by FEMA to describe a factor of safety expressed in feet above the 1-percent-annual-chance flood level (100-year floodplain). The NFIP requires the lowest floor of new structures or substantial improvement within the Special Flood Hazard Areas (SFHAs) to be at or above the Base Flood Elevation (BFE). The proposed ordinance amendment incorporates a 1-foot freeboard for Casper's SFHAs. The benefit of freeboard is an increase in the margin of safety for the structure as well as lower flood insurance premiums with the structure elevated above the BFE.

Substantial improvement is the reconstruction, rehabilitation, addition, or other improvement of a structure, within the SFHAs, the cost of which equals or exceeds 50-percent of the market value of the structure before the start of construction. Substantial improvements are required to meet the same criteria as new construction for structures in the SFHAs. Under the minimum NFIP requirements, this review is done at the time of a building permit application, with no tracking of other improvements made to the structure. The proposed ordinance amendment incorporates a provision for a cumulative review of improvements within a 10-year period. This would allow for the substantial improvement criteria to be met if done as smaller valued projects over a period of 10-years and can provide for a structure to become more resistant to flood disasters over a period of time.

A repetitive loss property is any insurable building for which two or more claims of more than \$1,000 were paid by the NFIP within any ten-year period, since 1978. At this time, Casper does not have any of those properties or structures; however, the proposed ordinance amendment adds the terminology required to establish a repetitive loss provision. By simply providing this provision in our ordinance, it not only provides for CRS points but would recognize such an occasion in the future. A substantial damage declaration would assist policy holders in applying for additional funding, under the Increased Cost of Compliance program, if they were to find themselves in that situation.

Staff is seeking Council's direction on incorporating higher standards into its floodplain ordinance. Based on the Council's recommendation, staff will bring forward an ordinance amendment for formal Council review and approval, at a public hearing.

FLOODPLAIN MANAGEMENT ORDINANCE UPDATE

Required Minimum Standards:

- Revise definitions for new maps
- Adoption of new maps
- Update state coordinating agency

Proposed Higher Standards:

- Freeboard
- Cumulative Substantial Improvement
- Repetitive Loss

Also recommending an update of FEMA terminology for Special Flood Hazard Area (SFHA).

These changes will aid in the effort to improve safety, reduce future flood damage, and provide flood insurance savings for our residents in the SFHA.

Chapter 17.20 - FC MAJOR FLOOD CHANNELS AND RIVER BANKS

Sections:

17.20.010 - Purpose.

It is the purpose of this chapter to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly flood control projects;
- C. Minimize the need for rescue and relief efforts as associated with flooding and generally undertaken at the expense of the general public;
- D. Minimize prolonged business interruptions;
- E. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- F. Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and
7. Insure that potential buyers are notified that property is in a flood area.

(Ord. 21-04 § 1 (part), 2004)

17.20.020 - Methods of reducing flood losses.

In order to accomplish its purposes, this chapter uses the following methods:

- A. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;
- B. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- C. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
- D. Control filling, grading, dredging and other development which may increase flood damage;
- E. Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards to other lands.

(Ord. 21-04 § 1 (part), 2004)

17.20.030 - Definitions.

Unless specifically defined below, words or phrases used in this chapter shall be interpreted to give them the meaning they have in common usage and to give this chapter its most reasonable application.

"Alluvial fan flooding" means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is characterized by high-velocity flows, active processes of erosion, sediment transport, and deposition, and unpredictable flow paths.

"Apex" means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

"Area of shallow flooding" means a designated AO, AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent chance or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of

flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

"Base flood" means the flood having a one percent chance of being equaled or exceeded in any given year.

"Basement" means any area of the building having its floor sub-grade (below ground level) on all sides.

"Critical feature" means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

"Development" means any man-made change in improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

"Elevated building" means a non-basement building: (1) built, in the case of a building in zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor, or in the case of a building in zones V1-30, VE, or V, to have the bottom of the lowest horizontal structure member of the elevated floor elevated above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the floor of the water; and (2) adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. In the case of zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, "elevated building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of flood waters. In the case of zones V1-30, VE, or V, "elevated building" also includes a building otherwise meeting the definition of "elevated building," even though the lower area is enclosed by means of breakaway walls if the breakaway walls met the standards of Section 60.3(e)(5) of the National Flood Insurance Program regulations.

"Existing construction" means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

"Existing manufactured home park or subdivision" means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

"Expansion to an existing manufactured home park or subdivision" means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

"Flood" or "flooding" means a general and temporary condition of partial or complete inundation of normally dry land areas from:

1. The overflow of inland or tidal waters;
2. The unusual and rapid accumulation or runoff of surface waters from any source.

"Flood Insurance Rate Map" (FIRM) means an official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards areas (SFHAs), the Base Flood Elevations (BFEs), and the risk premium zones applicable to the community.

"Flood Insurance Study" is the official report provided by the Federal Emergency Management Agency. The report contains flood profiles, water surface elevation of the base flood, as well as the Flood Boundary-Floodway Map.

"Floodplain" or "flood-prone area" means any land area susceptible to being inundated by water from any source (see definition of flooding).

Comment [CL1]: Update to current FEMA definition. Please see "Special Flood Hazard Area (SFHA)".

Deleted: "Area of special flood hazard" is the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as zone A on the Flood Hazard Boundary Map (FHBM). After detailed ratemaking has been completed in preparation for publication of the FIRM, zone A usually is refined into zones A, AE, AH, AO, A1-99, VO, V1-30, VE or V.

Deleted: ¶

Comment [CL2]: Update to current FEMA definition.

"Floodplain management" means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

"Floodplain Management Regulations" means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

"Flood protection system" means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the areas within a community subject to a "special flood hazard" and the extent of the depths of a associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood-modifying works are those constructed in conformance with sound engineering standards.

"Flood proofing" means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or unproved real property, water and sanitary facilities, structures and their contents.

"Floodway (regulatory floodway)" means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

"Functionally dependent use" means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

"Highest adjacent grade" means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

"Historic structure" means any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior; or
 - b. Directly by the Secretary of the Interior in states without approved programs.

"Levee" means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control or divert the flow of water so as to provide protection from temporary flooding.

"Levee system" means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

"Lowest floor" means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building access or storage in

an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood Insurance Program regulations.

"Manufactured home" means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle."

"Manufactured home park or subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

"Mean sea level" means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 North American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

Comment [CL3]: Update to datum of new FIS and FIRM.

"New construction" means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

"New manufactured home park or subdivision" means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulation adopted by a community.

"Recreational vehicle" means a vehicle which is:

1. Built on a single chassis;
2. Four hundred square feet or less when measured at the largest horizontal projections;
3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

"Special Flood Hazard Area (SFHA)" – An area having special flood, mudflow or flood-related erosion hazards and shown on a Flood Insurance Rate Map (FIRM) Zone A, AO, AI-A30, AE, A99, AH, AR, AR/A, AR/AE, AR/AH, AR/AO, AR/AI-A30, V1-V30, VE or V. For the purpose of determining Community Rating System (CRS) premium discounts, all AR and A99 zones are treated as non-SFHAs.

Comment [CL4]: Update to current FEMA definition.

"Start of construction" (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement was within one hundred eighty days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

"Structure" means a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

"Substantial damage" means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed fifty percent of the market value of the structure before the damage occurred. Substantial damage also means flood-related damages sustained by a structure on two separate occasions during a ten year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds twenty-five percent of the market value of the structure before the damage occurred.

Comment [CL5]: Addition to current definition to incorporate repetitive loss provision.

"Substantial improvement" means any reconstruction, rehabilitation, addition or other improvement of a structure, the cost of which equals or exceeds fifty percent of the market value of the structure before "start of construction" of the improvement. This includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary conditions; or
2. Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

"Variance" is a grant of relief to a person from the requirement of this chapter when specific enforcement would result in unnecessary hardship. A variance, therefore, permits construction or development in a manner otherwise prohibited by this chapter. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.)

"Violation" means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

"Water surface elevation" means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 North American Vertical Datum (NAVD) of 1988 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

Comment [CL6]: Update to datum of new FIS and FIRM.

(Ord. 21-04 § 1 (part), 2004)

17.20.040 - General provisions.

- A. This chapter shall apply to all ~~areas of special flood hazard~~ SFHAs within the jurisdiction of the city of Casper.
- B. The ~~areas of special flood hazard~~ SFHAs identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Natrona County, Wyoming and Incorporated Areas," dated July 16, 2004 May 18, 2015, with accompanying Flood Insurance Rate Maps and Flood Boundary Floodway Maps (FIRM and FBFM) and any revisions thereto are hereby adopted by reference and declared to be a part of this chapter.
- C. A development permit shall be required to ensure conformance with the provisions of this chapter.
- D. No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this chapter and other applicable regulations.
- E. This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
- F. In the interpretation and application of this chapter, all provisions shall be:
 1. Considered as minimum requirements;

Comment [CL7]: Update to current FEMA terminology.

Comment [CL8]: Update to current FEMA terminology.

Comment [CL9]: Update to adopt new FIS and FIRM.

- 2. Liberally construed in favor of the governing body; and
- 3. Deemed neither to limit nor repeal any other powers granted under state statutes.

G. The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This chapter does not imply that land outside the areas of special flood hazards SFHAs or uses permitted within such areas will be free from flooding or flood damages. This chapter shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this chapter or any administrative decision lawfully made thereunder.

Comment [CL10]: Update to current FEMA terminology.

H. Substantial Improvement shall be cumulative. The total value of any repair, reconstruction, rehabilitation, addition, or other improvement of a structure permitted within a ten year period shall not exceed fifty percent of the value of the structure. When the total value exceeds fifty percent, the entire structure must be protected per the provisions of this chapter.

Comment [CL11]: Addition to incorporate a cumulative substantial improvement provision.

(Ord. 21-04 § 1 (part), 2004)

17.20.050 - Designation of the floodplain administrator.

The community development director is appointed the floodplain administrator to administer and implement the provisions of this chapter and other appropriate sections of 44 C.F.R. (National Flood Insurance Program Regulations) pertaining to floodplain management.

(Ord. 21-04 § 1 (part), 2004)

17.20.060 - Duties and responsibilities of the floodplain administrator.

A. Duties and responsibilities of the floodplain administrator shall include, but not be limited to, the following:

- 1. Maintain and hold open for public inspection all records pertaining to the provisions of this chapter;
- 2. Review permit application to determine whether proposed building site, including the placement of manufactured homes, will be reasonably safe from flooding;
- 3. Review, approve or deny all applications for development permits required by adoption of this chapter;
- 4. Review permits for proposed development to assure that all necessary permits have been obtained from those federal, state or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required;
- 5. Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards SFHAs (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the floodplain administrator shall make the necessary interpretation;
- 6. Notify, in riverine situations, adjacent communities and the state coordinating agency which is The Wyoming Emergency Management Agency Office of Homeland Security, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency;
- 7. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained;
- 8. When base flood elevation data has not been provided in accordance with Section 17.20.040(B), the floodplain administrator shall obtain, review and reasonably utilize any base

Comment [CL12]: Update to current FEMA terminology.

Comment [CL13]: Update to current state coordinating agency.

flood elevation data and floodway data available from a federal, state or other source, in order to administer the provisions of Sections 17.20.090 through 17.20.130

9. When a regulatory floodway has not been designated, the floodplain administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community;
10. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one foot, provided that the community first applies for a conditional FIRM revision through FEMA (conditional letter of map revision).

(Ord. 21-04 § 1 (part), 2004)

17.20.070 - Permit procedures.

An Application for a development permit shall be presented to the floodplain administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to ~~areas of special flood hazard SFHA~~. Additionally, the following information is required:

Comment [CL14]: Update to current FEMA terminology.

1. Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
 2. Elevation in relation to mean sea level to which any nonresidential structures shall be floodproofed;
 3. A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of Section 17.20.100(A)(2);
 4. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;
 5. Maintain a record of all such information in accordance with Section 17.20.060(A)(1).
- B. Approval or denial of a development permit by the floodplain administrator shall be based on all of the provisions of this chapter and the following relevant factors:
1. The danger to life and property due to flooding or erosion damage;
 2. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 3. The danger that materials may be swept onto other lands to the injury of others;
 4. The compatibility of the proposed use with existing and anticipated development;
 5. The safety of access to the property in times of flood for ordinary and emergency vehicles;
 6. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
 7. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site;
 8. The necessity to the facility of a waterfront location, where applicable;

9. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;

10. The relationship of the proposed use to the comprehensive plan for that area.

(Ord. 21-04 § 1 (part), 2004)

17.20.080 - Variance procedures.

- A. The Casper planning and zoning commission, hereinafter referred to as commission, shall hear and render judgment on requests for variances from the requirements of this chapter.
- B. The commission shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the floodplain administrator in the enforcement or administration of this chapter. Any such appeal shall be filed within thirty days of any such decision by the floodplain administrator, with notice of such appeal being filed with the Casper community development department.
- C. Any person or persons aggrieved by the decision of the commission may appeal such decision in the courts of competent jurisdiction.
- D. The floodplain administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.
- E. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this chapter.
- F. Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section 17.20.070(B) have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.
- G. Upon consideration of the factors noted above and the intent of this chapter, the commission may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of Section 17.20.010
- H. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- I. Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- J. Prerequisites for granting variances:
 - 1. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - 2. Variances shall only be issued upon:
 - a. Showing a good and sufficient cause;
 - b. A determination that failure to grant the variance would result in an undue hardship to the applicant; and
 - c. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
 - 3. Any application to whom a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that

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the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

K. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that:

1. The criteria outlined in Section 17.20.080 (A through I) are met; and
2. The structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

(Ord. 21-04 § 1 (part), 2004)

17.20.090 - General standards for flood hazard reduction.

A. In all ~~areas of special flood hazards~~ SFHAs the following provisions are required for all new construction and substantial improvements:

Comment [CL15]: Update to current FEMA terminology.

1. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
2. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
3. All new construction or substantial improvements shall be constructed with materials resistant to flood damage;
4. All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
5. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system;
6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the system and discharge from the systems into flood waters; and
7. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

(Ord. 21-04 § 1 (part), 2004)

17.20.100 - Specific standards for flood hazard reduction.

A. In all ~~areas of special flood hazards~~ SFHAs where base flood elevation data has been provided as set forth in: (i) Section 17.20.040(B); (ii) Section 17.20.060(A)(8); or (iii) Section 17.20.110(C), the following provisions are required:

Comment [CL16]: Update to current FEMA terminology.

1. Residential Construction. New construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated ~~to or~~ no less than one foot above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the floodplain administrator that the standard of this subsection as proposed in Section 17.20.070(A)(1), is satisfied.
2. Nonresidential Construction. New construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated ~~to or~~ no less than one foot above the base flood level or together with attendant utility and sanitary facilities, be designed so that below ~~one foot above~~ the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect

Comment [CL17]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

Comment [CL18]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

Comment [CL19]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the floodplain administrator.

3. Enclosures. New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:
 - a. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided;
 - b. The bottom of all openings shall be no higher than one foot above grade;
 - c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.
4. Manufactured Homes.
 - a. Require that all manufactured homes to be placed within zone A on a the community's FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.
 - b. Require that manufactured homes that are placed or substantially improved within zones A1-30, AH, and AE on the community's FIRM on sites: (i) outside of a manufactured home park or subdivision; (ii) in a new manufactured home park or subdivision; (iii) in an expansion to an existing manufactured home park or subdivision; or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or no less than one foot above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.
 - c. Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of Section 17.20.100(A)(4) of this section be elevated so that either:
 - (1) The lowest floor of the manufactured home is to or no less than one foot above the base flood elevation; or
 - (2) The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.
5. Recreational Vehicles. Require that recreational vehicles placed on sites within zones A1-30, AH, and AE on the community's FIRM either:
 - a. Be on the site for fewer than one hundred eighty consecutive days;
 - b. Be fully licensed and ready for highway use; or
 - c. Meet the permit requirements of Section 17.20.070(A)(l), and the elevation and anchoring requirements for "manufactured homes" in Section 17.20.100(A)(4). A recreational vehicle

Deleted: FHBM or

Comment [CL20]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

Comment [CL21]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

(Ord. 21-04 § 1 (part), 2004)

17.20.110 - Standards for subdivision proposals.

- A. All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Sections 17.20.010 and 17.20.020 of this chapter.
- B. All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet development permit requirements of Sections 17.20.040(C), 17.20.070; and the provisions of Sections 17.20.090 through 17.20.130
- C. Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than fifty lots or five acres, whichever is lesser, if not otherwise provided pursuant to Section 17.20.040(B) or Section 17.20.060(A)(8) of this chapter.
- D. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
- E. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

(Ord. 21-04 § 1 (part), 2004)

17.20.120 - Standards for areas of shallow flooding (AO/AH zones).

- A. Located within the ~~areas of special flood hazard~~ SFHA established in Section 17.20.040(B), are areas designated as shallow flooding. These areas have special flood hazards associated with base flood depths of one to three feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:
 - 1. All new construction and substantial improvements of residential structures have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as one foot above the depth number specified in feet on the community's FIRM (at least ~~two~~ three feet if no depth number is specified);
 - 2. All new construction and substantial improvements of non-residential structures;
 - a. Have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as one foot above the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified); or
 - b. Together with attendant utility and sanitary facilities be designed so that below one foot above the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;
 - 3. A registered professional engineer or architect shall submit a certification to the floodplain administrator that the standards of this section, as proposed in Section 17.20.070(A)(l), are satisfied;
 - 4. Require within zones AH or AO adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.

(Ord. 21-04 § 1 (part), 2004)

Comment [CL22]: Update to current FEMA terminology.

Comment [CL23]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

Comment [CL24]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

Comment [CL25]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

Comment [CL26]: Addition to incorporate provision for 1-ft of freeboard for new construction and substantial improvement.

17.20.130 - Floodways.

- A. Floodways located within ~~areas of special flood hazard~~ SFHA established in Section 17.20.040(B), are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters, which carry debris, potential projectiles and erosion potential, the following provisions shall apply:
1. Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge;
 2. If Section 17.20.130(A)(1) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Sections 17.20.090 through 17.20.130
 3. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first applies for a conditional FIRM and floodway revision through FEMA.

(Ord. 21-04 § 1 (part), 2004)

Comment [CL27]: Update to current FEMA terminology.

February 17, 2015

MEMO TO: John C. Patterson, City Manager
FROM: Doug Follick, Leisure Services Director 
SUBJECT: CEC Equipment Storage Building

Recommendation:

That Council, approve allocating funding for an exterior equipment storage building at the CEC.

Summary:

Since the doors opened in 1982 the CEC has increased the number and variety of events performed at the venue. Many of these events require a specific set of props and equipment (basketball, volleyball, indoor football, hockey, monster trucks, CNFR, and all staged events). Because of this we have outgrown the storage areas built in the facility's original design.

Several years ago staff began looking into the feasibility of additional storage space within and outside of the CEC. The conclusion being that the space within the building has been maximized and any future storage would be best developed outside of the building.

Our lack of storage space has also caused an increase in labor expenses due to the constant relocation of props and equipment, shuffling to meet the needs of each contracted event. This shuffling leads to increased safety risks for staff as well as clogged pathways in certain areas.

The CEC staff has always taken enormous pride in presenting a professional clean, neat, and organized venue for all visitors. We are finding it more difficult to maintain a professional appearance when equipment stored is visible.

The CEC also has unsecured and exposed vehicles, equipment attachments, a trailer, and multiple recyclable material bins currently being stored outside the building. These items are all susceptible to theft, vandalism, and damage as the grounds of the facility are not secured or patrolled after hours.

Last summer staff requested that GSG complete a needs assessment relating to storage at the CEC. GSG did a physical assessment of the current inventory and developed a draft showing a 30' X 125' building with two mezzanines.

The addition of a storage building at the CEC would relieve our current shortage of space, and ensure some space for future needs.

February 17, 2015

MEMO TO: John Patterson, City Manager
FROM: Fleur Tremel, Deputy Assistant City Manager
SUBJECT: Optional 1%#15 Sales Tax Applications

Recommendation:

That Council provides feedback to staff on the 1%#15 applications received which would specify what steps should be incorporated in the process and whether certain funding options should be included on the voting sheet.

Background:

The City Council agreed to set aside \$8 million of Optional 1%#15 Sales Tax to fund community projects. Per state statutes, public funds can only be used for: 1.) General government support; 2.) Improvements to publicly-owned facilities {the City can spend funds to make improvements to facilities that are owned by the City or by another governmental unit}; 3.) Necessary support of the poor - all of the benefits of the project would go to income-qualifying clients or individuals; 4.) Support economic development for the community; and, 5.) Promote the community.

As part of the 1%#14 process the City Council allocated \$6 million for community projects which included:

Natrona County Library	\$ 800,000
Boys & Girls Club	\$ 350,000
CATC	\$ 633,002
Casper Midget Football	\$ 100,000
Casper Mountain Ski Patrol	\$ 186,986
Stuckenhoff Shooters Club	\$ 120,000
Casper Youth Baseball	\$ 1,000,000
Senior Citizens Center	\$ 16,000
National Historic Trails Center	\$ 60,000
Historic Trails R, C & D	\$ 9,500
Nicolaysen Art Museum	\$ 269,512
Platte River Parkway	\$ 1,000,000
Seton House	\$ 400,000
SunUp Ridge Memorial Wall	\$ 5,000
Youth Crisis Center	\$ 350,000
Community Action Partnership	\$ 700,000
TOTAL ALLOCATED	\$ 6,000,000

Summary:

The City has received 33 applications. The total amount requested within these applications is \$13,562,975. Interviews with Council will be scheduled for each applicant. A sample voting sheet is included for Council's consideration and feedback.

Process

1. Applicant Interviews – Now that the application period has closed, this is the next step in the process. In this step, Council will invite all of the applicants to make a brief presentation (10 minutes) about their application and then respond to questions from the City Council. March 4, 2015 from 4 pm to 7 pm and March 11, 2015 from 4 pm to 7 pm have been set aside for applicants to present their projects to the Council. These interviews will begin with a short (3 minute) statement from the applicant with the rest of the time spent answering specific questions from Council members.
2. Elimination Round – After the presentations, the Council will need to come to a consensus if some of the projects are not appropriate for Optional 1%#15 Sales Tax funding. The “elimination round” of voting would require that each applicant receive a majority of the Council's support. Applicants that failed to receive at least five affirmative votes would be eliminated from consideration and not receive any Optional 1%#15 funding. Applicants that receive five (5) or more votes would proceed to the next level of consideration.
 - a. Community Promotions: Some of the applications may clearly be more appropriate for community promotions funding. Council will have the opportunity to direct those applications to that funding source and remove them from consideration for Optional 1%#15 Sales Tax funding.
3. Funding Decisions – Once the final projects have been identified Council will then be ready to allocate the \$8 million in 1%#15 funds between the applicants. The allocation process would include a discussion not only about the level of funding, but also what other requirements would be imposed such as the timing of the public funding availability, fundraising expectations, contractual obligations and required documentation, etc.
 - a. In order for projects to be successful, they need to be fully funded. However, public dollars do not necessarily need to be available at the start of the project. The City Council could require organizations to meet stated fundraising targets before the Optional 1%#15 funds are released. Council could also make funding dependent on meeting other requirements such as leveraging the public funds to secure other funding. Funding could also be tied to specific programs or benefits that support a specific population or meet a targeted objective.

Funding Options

These funding options could be included on the voting sheet so that Council may evaluate presentations based on specific agreed upon policy options, as described below:

1. Capital or Operational Expenses

The Optional 1% Sales Tax is a temporary funding source, so it has traditionally been used for one-time purchases like vehicles, equipment and construction projects. However, some of the applicants in the past have requested funds for operational expenses. Examples include the Community Action Partnership which has received funding for the purpose of making grants for operations to social service agencies in the community. Council could review each application on a case-by-case basis, or it could establish rules for if and to what extent, it will pay for operational expenses.

2. Non-Casper Projects

Certain programs or projects may be based outside of Casper, such that Casper residents are not the primary beneficiaries. Council will need to decide if and to what extent, these projects should be eligible for funding.

3. Optional 1% Sales Tax Survey Priority Areas

Based on the results of the community surveys the Council determined that the \$8 million in community projects should include allocations for: community health services, human services, strong local economy, library books and materials as well as projects which would support community priorities for senior citizen services, parks/playgrounds/outdoor sports facilities, swimming and recreation. The museum and arts selections did not receive a significant score in terms of community support on the survey. However, projects in these areas have been funded in the past based on their contributions to the quality of life in Casper, which is an important part of the economic development package offered to potential investors in businesses and job creation.

4. Ownership

Traditionally, Optional 1% Sales Tax Funds have been used to purchase property that is owned by the City of Casper, or by another governmental entity. However, some of the proposals in the past have been requests for investment of City funds to purchase or renovate buildings or equipment that the City will not ultimately own. This may pose legal issues and the Council will have to decide on a policy level whether tax dollars can be invested in buildings or equipment that would ultimately be owned by a private, non-profit organization. An example would be funding for the YMCA which required an agreement to provide certain services to benefit the poor (income qualified clients or individuals).

If you have any questions or would like additional information, please let me know.

1% # 15 Community Project Applications

#	APPLICANT	PROJECT	Powell	Sandoval	Schlager	Hopkins	Cathey	Johnson	Pacheco	Mundell	Comm Promo	Total One Cent Request	Funding Schedule
1	Arc of Natrona County	Program Support										\$ 60,000	
2	Big Brothers Big Sisters	Youth Mentoring Program										\$ 200,000	50k per year
3	Boys and Girls Clubs of Central Wyoming*	North Casper Impact Project									0	\$ 400,000	
4	Boy Scouts of America	Casper Scout Adventure Park										\$ 373,000	
5	Brain Injury Alliance of Wyoming	Representative Payee Program										\$ 23,000	
6	Casper Area Chamber of Commerce & Visitor Center	Casper Area Visitor Center Critical Infrastructure Repair Project 2015										\$ 22,888	
7	Casper Artists' Guild	ART 321-Casper Artist Guild at the Warehouse									0	\$ 350,000	
8	Casper Boxing Club	Police Athletics/Activities League pilot programming										\$ 170,000	
9	Casper Community Greenhouse Project	Casper Community Greenhouse Project									0	\$ 417,070	
10	Casper Housing Authority	Life Steps Campus Revitalization Project										\$ 1,000,000	
11	Casper Mountain Biathlon Club	Casper Mountain Biathlon & Multi-Sport Complex									0	\$ 911,045	
12	Casper Mountain Science School	Mountain Ready vehicles, Casper Mountain Science School										\$ 194,000	
13	Casper-Natrona County Health Department	Health Department Vehicles									0	\$ 100,000	
14	Casper Sports Alliance	Sports Event Timing System; Start Fine Line; Event Clock										\$ 46,500	
15	Central Wyoming Rescue Mission	CWRM Capacity Building and Expansion Project									0	\$ 150,000	
16	Central Wyoming Senior Services, Inc.	Renovation of Central Wyoming Senior Services										\$ 598,611	
17	CLIMB Wyoming	Training and Placing Casper Low-Income Single Mothers In Careers that Support Their Families									0	\$ 200,000	
18	Community Action Partnership*	Human Services Support Expansion										\$ 500,000	
19	Community Health Center of Central Wyoming	Mobile Health Care									0	\$ 442,580	
20	Elk's Lodge No. 1353	Elk's Lodge #1353 ADA Entryway Remodel										\$ 125,000	
21	Family Journey Center	Little Hands at Life Steps Campus									0	\$ 153,845	
22	Food for Thought	Food Bags, Community Gardens, and Farmers Market										\$ 61,000	
23	National Historic Trails Center*	Exhibit Revisions and Upgrades Maintenance									0	\$ 104,998	
24	NCSD, Casper Star, Natrona County Public Library, & McMurry	We Read Program										\$ 300,000	
25	Natrona County Meals on Wheels	Vehicle Purchase									0	\$ 21,815	
26	Nicolaysen Art Museum	Capital Improvements										\$ 277,000	
27	Platte River Parkway Trust*	Future Trails Plans										\$ 1,956,944	
28	Poverty Resistance Food Pantry	Food Pantries City of Casper										\$ 250,000	
29	Salvation Army	Sally's Kitchen									0	\$ 161,652	
30	Science Zone	Science Zone Museum Development										\$ 887,027	
31	Wyoming Food Bank of the Rockies	Fighting Hunger. Feeding Hope										\$ 1,000,000	
32	Wyoming Medical Center Foundation	Wyoming Medical Center Foundation's Materson Place Expansion Project										\$ 2,000,000	over 4 years
33	Wyoming Symphony Orchestra	Renovation of Washington Park Band Shell/ Summer Pops in the Park Concert Series										\$ 105,000	
												\$ 13,562,975	

Wyoming Association of Municipalities (WAM)

State Winter Conference

January 21-23, 2015

I attended the Wyoming Association of Municipalities Winter Conference in Cheyenne January 21-23, 2015. The following is a summary of the conference sessions I attended.

Legislative Update:

WAM board and staff reviewed all of the House and Senate bills up for consideration. There are several bills that WAM is watching and/or advocating for approval. WAM was tracking/monitoring hono40 bills in the House and 24 bills in the Senate. SF/HB01, proposed by Governor Mead to give \$25 million dollars to cities and towns in WY. While at the conference, the funds were pulled by the Joint Appropriations Committee. However, I understand it is in or headed back into the supplemental budget. That decision is pending.

WAM Business Meeting:

With a determined quorum present, WAM Board of Directors conducted its business meeting. WAM conducted a membership survey. Key findings include WAM does a great job at the state legislature, WAM answers questions quickly, WAM should continue to offer consistent and regular training, and membership in WAM is beneficial to cities and towns.

The major change to WAM, and later reflected in new organizational by-laws that were passed, is the establishment of six (6) regions from four (4) regions. Casper is in Region 4 that includes Bar Nunn, Evansville, Mills, Shoshoni, Pavillion, Hudson, Riverton, Lander and Dubois. Each region will select its WAM board representation. Benefits include stronger local legislative connections, coordinated message/voice on issues and more knowledge of activities within the region. WAM will be conducting regional meetings by June. Each region is encouraged to meet on a regular basis and invite county commissioners as state legislators to meetings.

Leadership:

The guest speaker, Steven B. Fulmer spoke on personal leadership and communications. What story does your leadership tell others? The first person we lead is ourselves. Leadership is vision, influence, what is possible, when people are around you, do they believe what you believe. We can convert adversaries into supports. You do not need to agree on all things, but rather accept their story. They do not have to agree with you to work with you or to follow you, but they do need to respect you. Key points he revealed included seeing through the "stuff", honor the person, understand perspectives, reach out, and negotiate solutions. A copy of his book, "Leadership, Just Got Personal" has been provided to each councilman and key staff.

Communications and Consensus:

Initially, I thought this workshop was going to be about building consensus in groups. On the consensus topic, I learned about the consensus funds allocated to counties. Mayor Phil Hinds stated that with good communications between cities, towns and the counties, a lot of work can be accomplished. It makes it easier to determine how to use consensus funds as all entities can get on the same page. In Natrona County, the City, towns and county commissioners meet monthly.

One major point taken away from this session is that once a decision is made, then don't trash the decision. Dissent is good, but once a majority has spoken, it is ok to explain your position but don't take personal jabs at other councilmen that may have disagreed with you or you disagree with them. Understand where everyone is coming from. Shake hands at the end of the meeting.

Robert's Rules of Order:

The role of a council is to set policy, adopt budgets, appropriate money and enact ordinances. The council's responsibilities include serving as a body – no one has the ability to act alone, must work for the benefit of the community, not be self-serving, conflicts of interest must be avoided, be aware of open meeting laws, attend meetings and read council information prior to the meeting to be informed.

Reference was made to Wyoming State Statute 15-1-27 as it pertains to conflict of interest. A councilman must notify the council of any potential conflict prior to the occurrence, not influence other members as related to a contract, and not be present during any consideration/vote. E rules

Remember that committees cannot bind the council in any way. Committees help spread the work and assist in the development of policies. But, committees are advisory only.

The speaker on Robert's Rules portion of this session discussed the reason why Robert's Rules are used – to provide an organized way to conduct a business meeting. There are eleven versions, and are there to protect the rights of the minority to express their opinion. The rules also record and ensure a quorum. No motion can be discussed without a second. With treasurer's reports, one does not know for sure that they are correct, so the best way to address the treasurer's report is to make a motion to move it to record for a later audit. Adjournment is a privileged motion and you must vote on it.

Cyber Threat:

The purpose of the session was to elevate our interest in protecting critical assets and systems. MS-ISAC is a Homeland Security key resource for cyber security to work with local and state governments. In WY, only Cheyenne participates. We were encouraged to budget for and implement systems that protect us. Our greatest risk is from the inside. They have the access and can go undetected. The real gem that cities have is their customer list and a chance to steal identities. What systems does Casper have in place to protect our electronic assets? We need to insure that we are safe from any hacking and make sure we are ahead of the curve.



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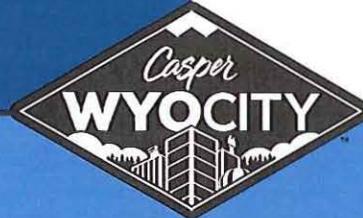
FOR CASPER/BY CASPER

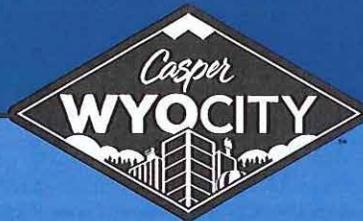
The brand-creation process for WYOCITY was designed to be highly inclusive and transparent. In addition to the dozen folks who volunteered to serve on the Brand Board, everyday citizens participated in a number of ways:

- 3,000 “liked” the brand process Facebook page
- 700+ completed community surveys
- 100+ attended an initial brand summit
- 60+ attended a brand workshop

WYOCITY BRAND STANDARDS TABLE OF CONTENTS

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USING THIS GUIDE

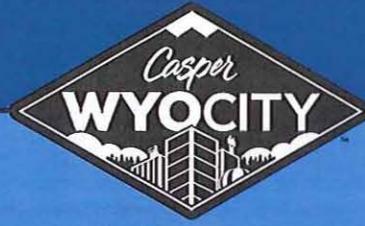
Unlike most brand frameworks, **WYOCITY** is designed to be personalized by the agencies and individuals it represents. That's right — we want you to tinker with our brand assets. But to look "official," you'll want to follow a few ground rules. And that's where this book comes in. Inside, you'll find all you need to use the **WYOCITY** brand correctly and consistently. By following these guidelines, you'll help build an exciting and powerful brand that our entire community can be proud of. So go ahead! Craft your own **WYOCITY** signage, apparel or products. After all, a brand doesn't mean anything if no one uses it.

WHERE TO FIND HELP

All of the creative assets presented in this guide can be downloaded from wyocity.com. Other brand-related inquiries should be sent to:

Casper City Manager
200 North David Street
Casper, Wyoming 82601

You may also call 307-235-8224
or email tjohnson@cityofcasperwy.com



THE WYOCITY™ BRAND IDENTITY

WHAT IS A BRAND?

Our **brand** is the unique story we tell about Casper, using a combination of art, signs, symbols and words to identify our hometown and differentiate it from other places. Over time, this brand will become associated with a level of credibility, quality and satisfaction in the minds of residents and visitors.

WYOCITY ("why-oh-city") is the one-of-a-kind place where there's a little bit of *outside* inside all of us. When used as a noun, **WYOCITY** pays tribute to the fact that Casper has all of the breathtaking scenery and recreation one would expect of Wyoming, but with an urban twist. Our rugged natural environment is infused with the culture and liveliness of a city, and this **juxtaposition** influences our work, play and overall way of life. And because we relish the idea of being **two things at once**, we also use **wyocity** ("why-aw-city") as an adjective to describe our unique attitude and lifestyle.

WYOCITY (*n*) is the place we love.

Wyocity (*adj*) is the reason why.





THE WYOCITY BRAND PROMISE

WHAT IS A BRAND PROMISE?

A **brand promise** is a narrative summary of the benefits and experiences that residents and visitors will associate with Casper.

Nestled in the North Platte River Valley at the base of iconic Casper Mountain in Central Wyoming, Casper is blessed with world class outdoor recreational opportunities, a touch of urban lifestyle and a friendly attitude. Established at the confluence of several historic trails, the city remains Wyoming's hub of commerce, culture, creativity and competition that beckons the adventurous to immerse themselves in its brilliant blue skies and wide open spaces.

FUNCTIONAL ASPECTS OF THE WYOCITY BRAND

WYOCITY is short for "Wyoming's City," and from a purely functional standpoint, it suits us. Brand promise phrases such as *North Platte River Valley, Casper Mountain, world-class outdoor recreational opportunities, friendly, historic trails, adventurous, brilliant blue skies and wide open spaces* align with common perceptions of "Wyoming." At the same time, phrases like *urban, hub, commerce, culture, creativity and competition* evoke a more metropolitan identity ("City").

EMOTIONAL ASPECTS OF THE WYOCITY BRAND

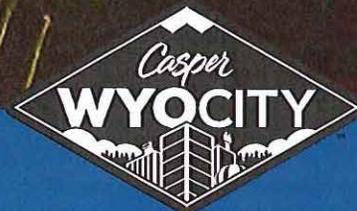
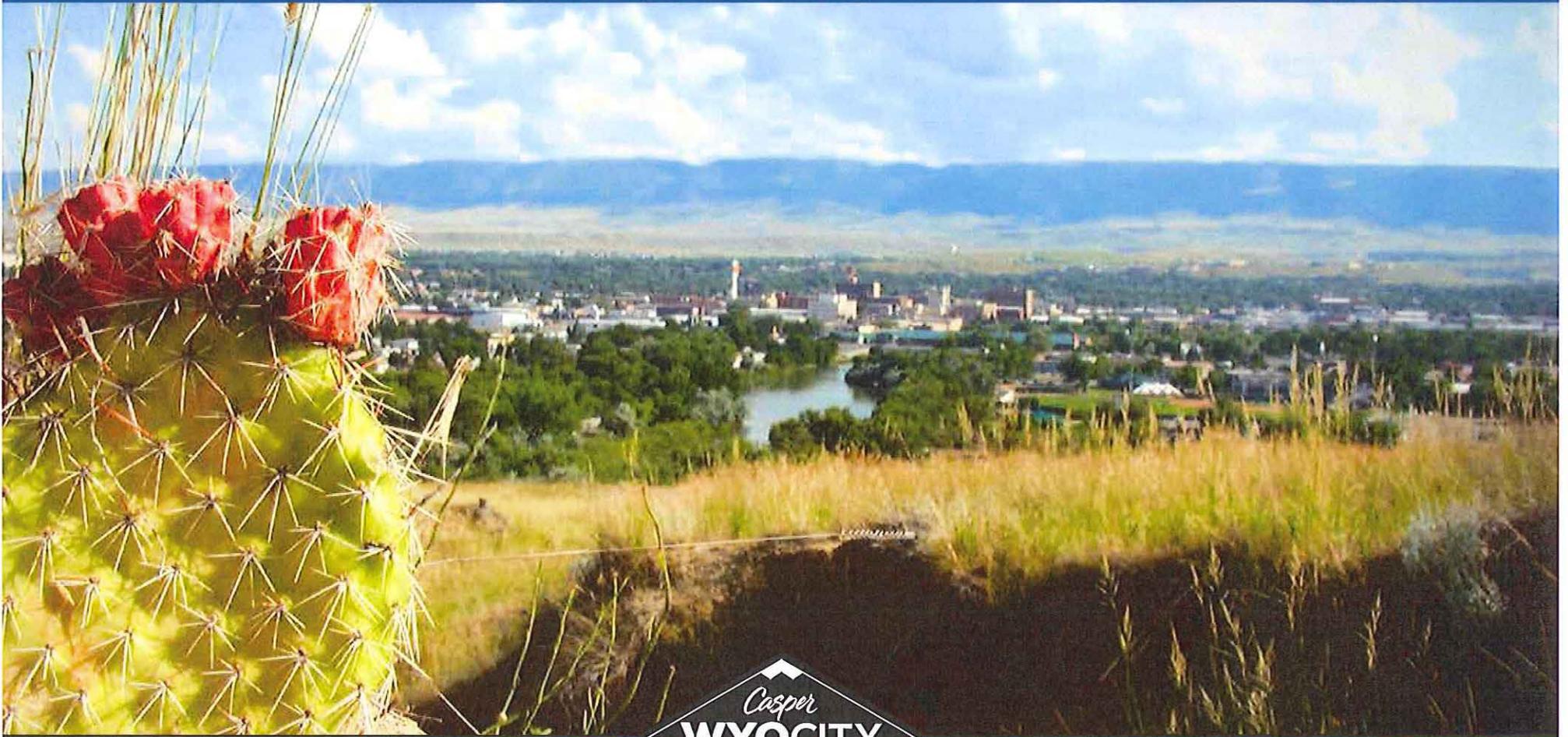
People often use words like *friendly, relaxing, outdoorsy, beautiful, western, welcoming, happy, adventurous and hard-working* to describe Casper.

WHAT IS A POSITIONING STATEMENT?

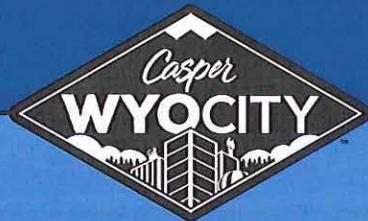
A **positioning statement** is an expression of how a given brand fills a particular consumer need in a way that its competitors don't.

THE WYOCITY (JUXTA) POSITIONING STATEMENT

For the friendly residents of Central Wyoming, Casper is the place where the boundaries between natural and urban landscapes blur, offering unparalleled access to recreational, cultural and commercial opportunities.



A BRANDING SYSTEM CREATED ESPECIALLY FOR CASPER, BY CASPER

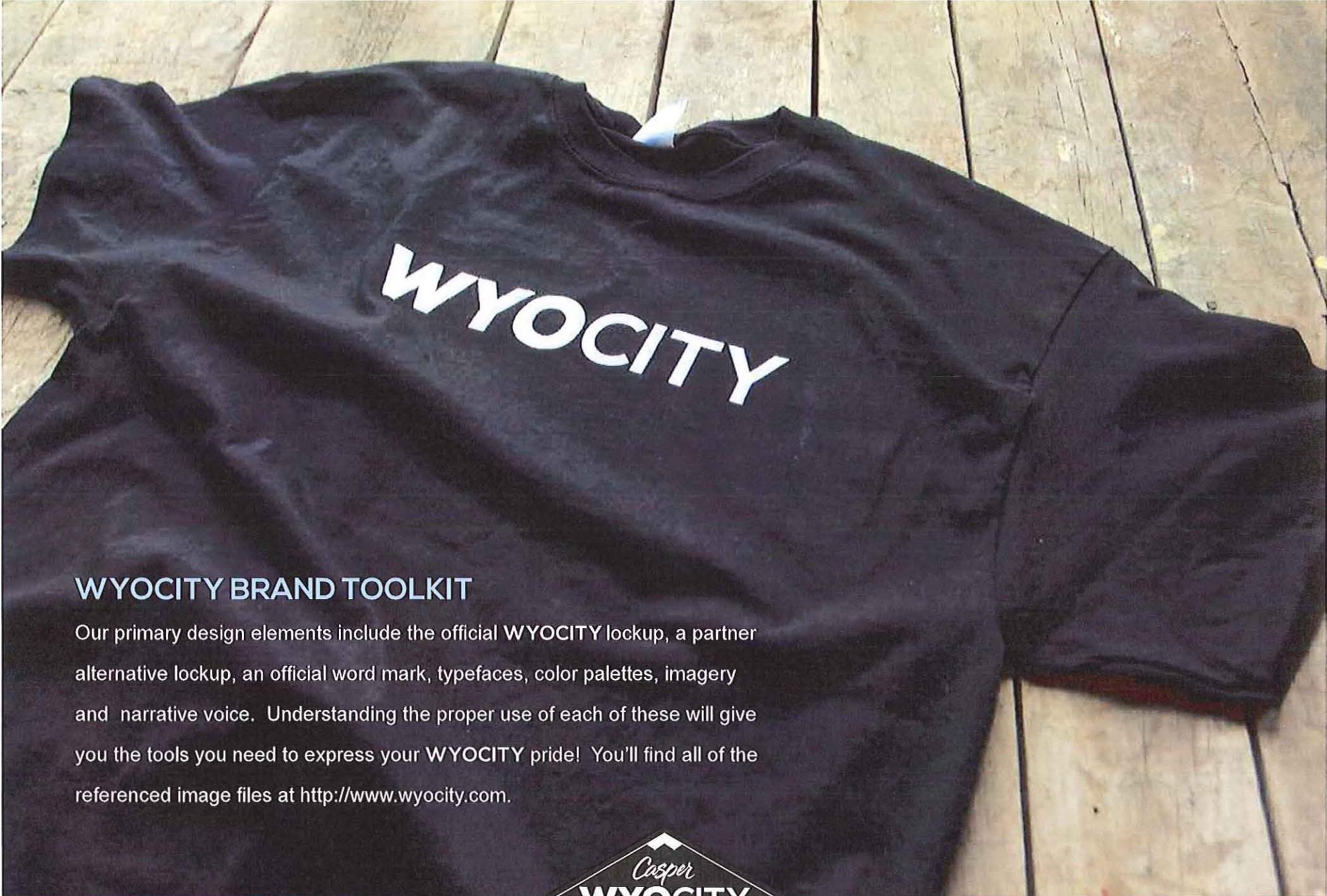


A WORD OR TWO ON "JUXTAPOSITION"

"Juxtaposition" is the most essential component of the WYOCITY brand. It's a word that describes the act of placing two contrasting things close together to create an effect. When we utilize juxtaposition of words, images, colors or materials we emphasize Casper's unique brand identity. Never use negative characteristics (fun/*boring*, clean/*dirty*) to build contrast — there are many ways to create this effect using positive or neutral statements. We've mapped out a few suggestions here >>>

WYO CITY

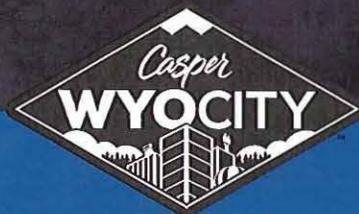
NATURE	CITY
LIGHT	DARK
RUGGED	REFINED
UNPOLISHED	CLEAN
WOOD	METAL or PLASTIC
ADVENTURE	CULTURE
RAW	SOPHISTICATED
UNCROWDED	CLOSE-KNIT



WYOCITY

WYOCITY BRAND TOOLKIT

Our primary design elements include the official WYOCITY lockup, a partner alternative lockup, an official word mark, typefaces, color palettes, imagery and narrative voice. Understanding the proper use of each of these will give you the tools you need to express your WYOCITY pride! You'll find all of the referenced image files at <http://www.wyocity.com>.

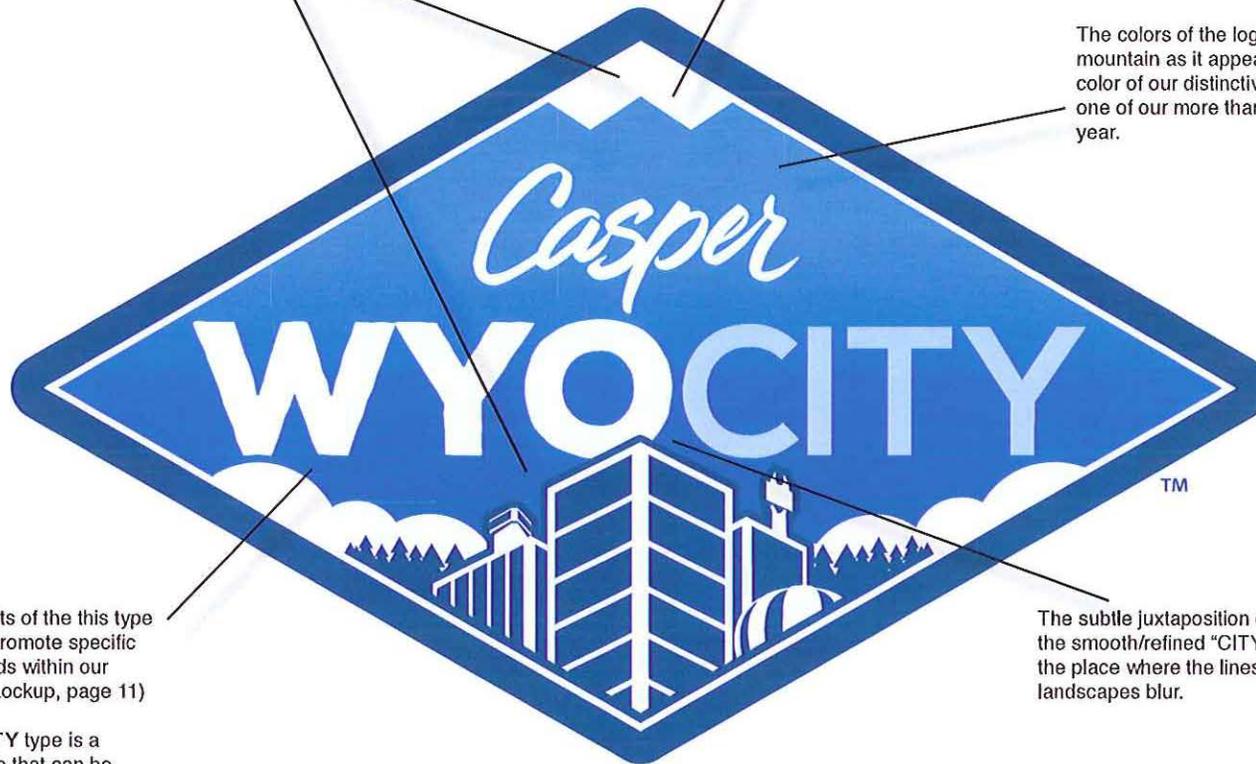


A BRANDING SYSTEM CREATED ESPECIALLY FOR CASPER, BY CASPER

The mountain/city skyline combination has proven to be an overwhelmingly popular visual concept throughout the history of our city. This popularity was further confirmed during the public brand workshops, when participants sketched this idea more than any other.

The snowcap forms the letter "W," a tribute to our home state.

The colors of the logo honor the color of the mountain as it appears from the city as well as the color of our distinctive waterways and skies on any one of our more than 300 days of sunshine each year.



When needed, the elements of the this type set can be rearranged to promote specific organizations, trails or roads within our community. (See Partner Lockup, page 11)

Furthermore, the WYOCITY type is a pull-out element of the logo that can be used as a standalone "shorthand" for brand emphasis when needed. (See Word Mark Guidelines, page 12)

The subtle juxtaposition of the rough-hewn "WYO" and the smooth/refined "CITY" reminds us that Casper is the place where the lines between natural and urban landscapes blur.

The diamond shape reiterates the community pride that echoed throughout the brand-building process—people really do see Casper as a "diamond in the rough." The shape also lends itself to trail signage, stickers, letterhead and other branded items.

LOGO FEATURES

A BRANDING SYSTEM CREATED ESPECIALLY FOR CASPER, BY CASPER

LOCKUP GUIDELINES

PREFERRED LOGO

Whenever possible, use the full color version of the lockup, which includes the gradients seen here.

CLEAR SPACE

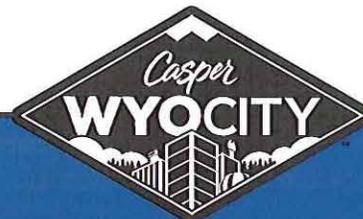
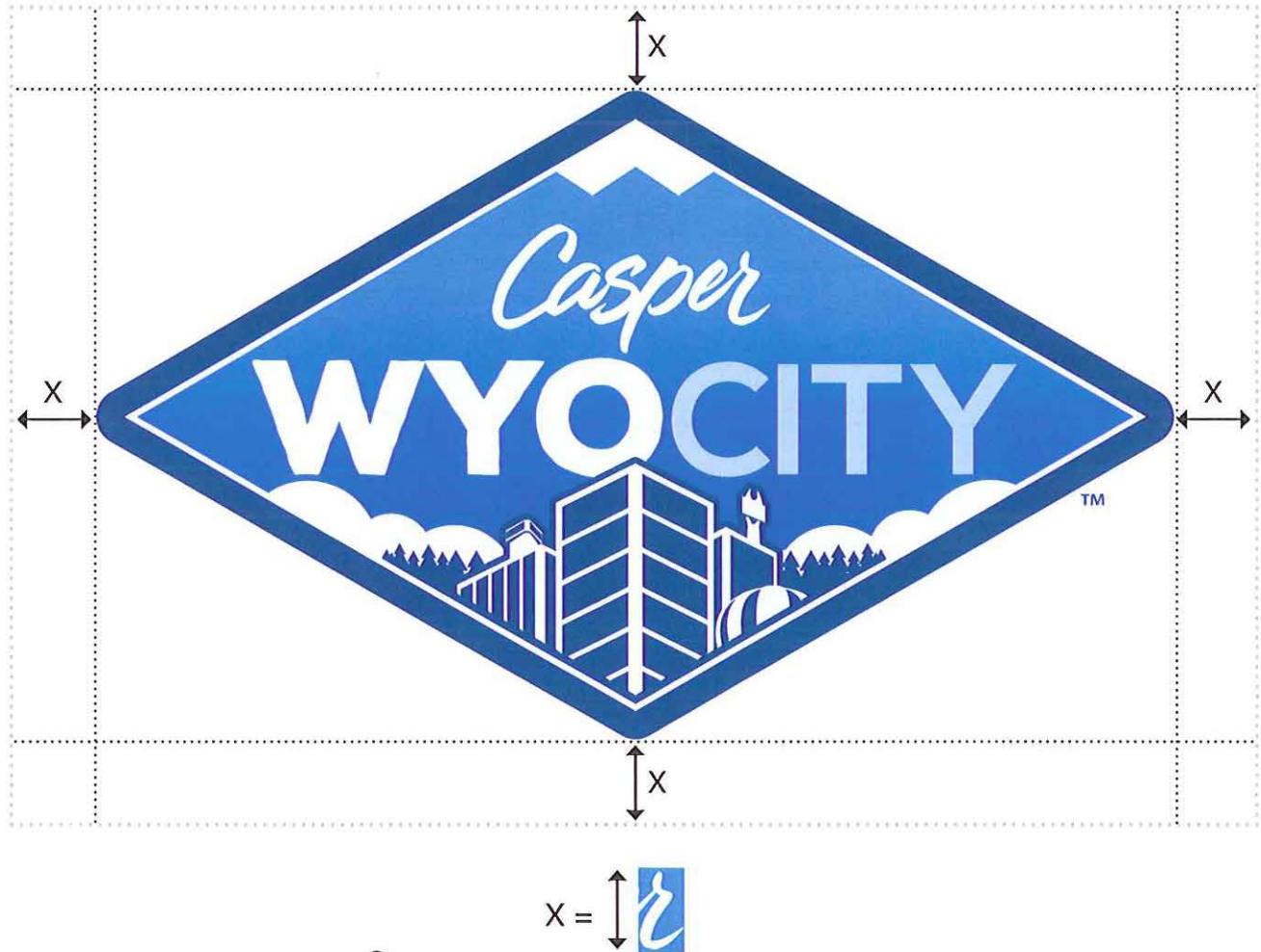
Always maintain clear space around the WYOCITY lockup to protect the logo from distracting graphics or typography.

MINIMUM SIZE

Never use a WYOCITY lockup less than one and a half inches (1.5") wide. When you need to reproduce the WYOCITY brand in a small space, use the official wordmark instead.

COLOR PALETTE

Acceptable non-gradient alternatives for this lockup include 2-color (black + white, Pantone 7693C + white) or one color (black, white or Pantone 7693C) versions; each of which is available as a free download at www.wyocity.com.



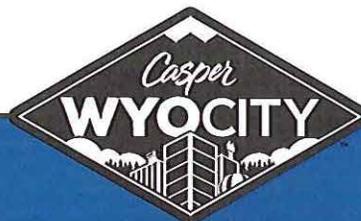
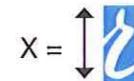
PARTNER ALTERNATIVE LOCKUP

ALTERNATIVE LOCKUP

Professional organizations that wish to leverage the WYOCITY brand are encouraged to create their own “partner alternative” lockup. Here, you see an example of the logo created by the Casper Area Convention and Visitors Bureau. Such lockups may be used for signage, apparel, stationary, websites and more.

Partner alternative logos must retain all elements of the WYOCITY brand as presented in the template provided. You can download the fully editable, layered **Wyocity_LogoBlank_Color.ai** file at www.wyocity.com.

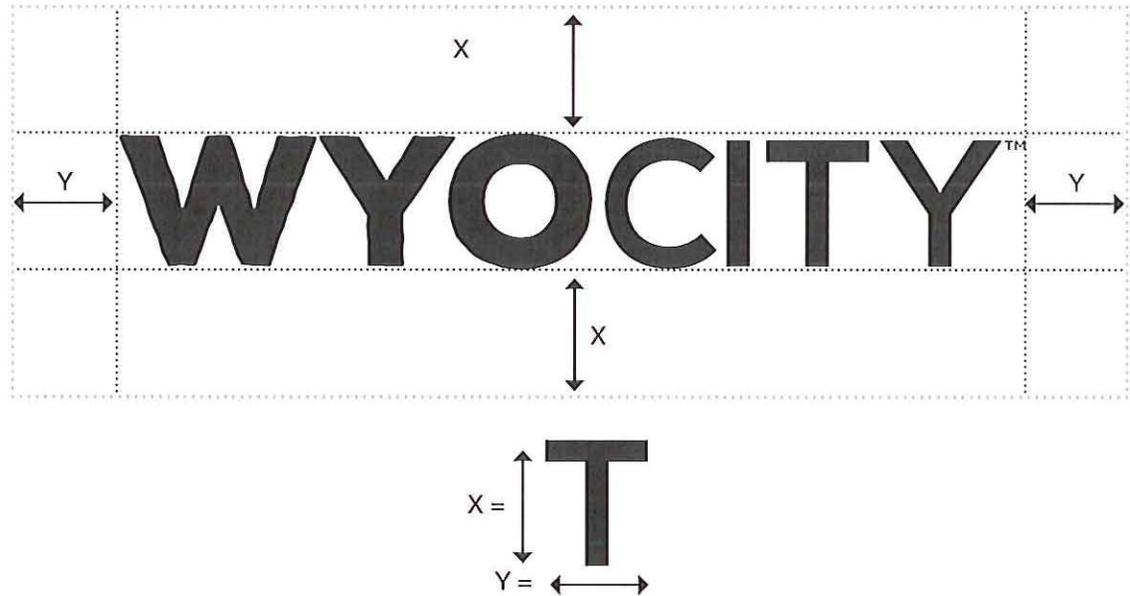
Please note that all partner alternative lockup logos are subject to the same CLEAR SPACE, MINIMUM SIZE and COLOR PALETTE rules described on page 10 of this document.



WORD MARK GUIDELINES

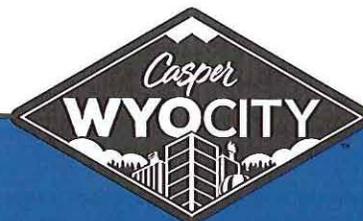
DETERMINING CORRECT USAGE

Use the WYOCITY word mark whenever a simpler presentation of the brand is desired, or when use of the lockup is prohibited due to space or size constraints. Individuals and organizations may also use the word mark as the basis for brand-centric art projects and personal expression, as described below.



RETAIN SHAPE & FEATURES

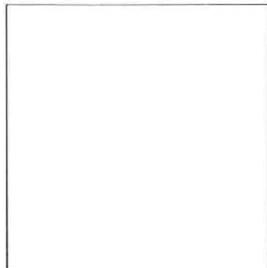
When using the word mark as the basis for brand-centric art projects, participants must retain the same basic shape of the letters AND demonstrate juxtaposition of materials, ideology or visual styles. In this example, the artist retains the basic shape of each component of the word mark, but uses juxtaposed materials to create artistic interest and impact.



COLOR GUIDELINES

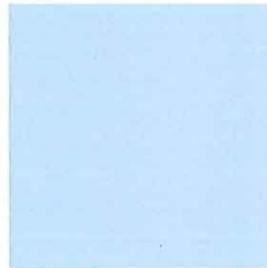
COLOR PALETTE

The WYOCITY color palette relies on a primary (WYOCITY BLUE) and gradient swatch (built with SKY HUE BLUES) to create the full color version of the WYOCITY lockup. These swatches are for reference only. You should never attempt to change the color of a WYOCITY lockups that you download from www.wyocity.com.



BASIC WHITE

CMYK0,0,0,0
 RGB.....255, 255, 255
 Web#FFFFFF
 PantoneP 1-1C



CITY HUE

CMYK25, 10, 0, 0
 RGB.....186, 210, 237
 Web#BAD2ED
 Pantone2707C



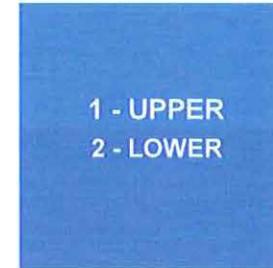
WYOCITY BLUE

CMYK100, 66, 0, 0
 RGB.....8, 73, 118
 Web#084976
 Pantone7693C



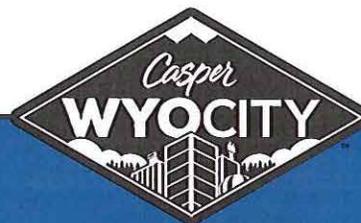
BASIC BLACK

CMYK1,2,3,4
 RGB.....1,2,3
 Web#000000
 Pantone2345C



SKY HUE BLUES

CMYK1 (77, 41, 0, 0), 2 (100, 66, 0, 0)
 RGB.....1 (55, 131, 197), 2 (0, 95, 174)
 Web1 (#3783C5), 2 (#005FAE)
 Pantone1 (279C), 2 (660C)



TYPOGRAPHY GUIDELINES

NEXA RUST SANS

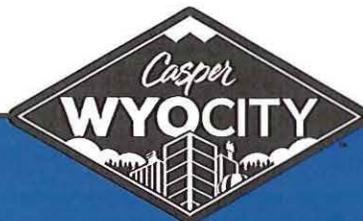
Use **NEXA RUST SANS** to represent "WYO," "RUGGED," "OUTDOORS."

NEXA BOLD

Use **NEXA BOLD** to represent "CITY," "REFINED," or "URBAN."

Casper

The "Casper" element is not a font — it's a hand-drawn art element.
It should never be used as a stand-alone element outside of the official lockup.



NARRATIVE GUIDELINES

PRIMARY TAGLINE

There's a little bit of outside inside all of us.

OUR NARRATIVE STYLE

Always conversational, aspirational, proud, friendly, welcoming.

DESCRIBING WYOCITY:

For locals, "wyocity" can be hard to spot, because we live it every day. But when we stop to think of all the ways that the urban and natural environments influence our lives, it's easy to see that we enjoy an uncommon lifestyle. Here are a few illustrations to help you articulate what wyocity is all about:

It's fly fishing in the heart of downtown.

It's a metropolitan area that can be traveled almost completely by trail.

It's sushi dinner in Wyoming (but not the trout we just caught downtown).

It's pronghorn and golfers sharing the same championship course.

It's a bar that welcomes the occasional horse.

It's broadband access on kayaks.

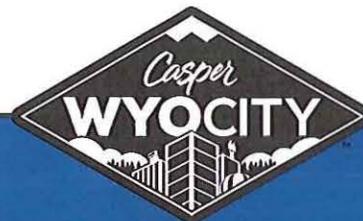
It's cowboy hats with flip flops.

It's members of a rock band discussing upcoming elk hunt between sets.

It's a cattle rancher sitting next to a roughneck at the Blue Man Group.

It's an outpost for national brands like The Gap, Starbucks, Macy's,

Target and Best Buy.





A BRANDING SYSTEM CREATED ESPECIALLY FOR CASPER, BY CASPER