COUNCIL WORK SESSION
Tuesday, April 26, 2016, 4:30 p.m.
Casper City Hall
Council Meeting Room

AGENDA

1. 21st & Wyoming Blvd. Snow Storage (Andrew Beamer)
2. Discharge of Firearms Ordinance Amendment (Bill Luben)
3. State Land Offer (Liz Becher)
4. Retirement Incentive Plan (Tracey Belser, Zulima Lopez)
5. Budget Review (V.H. McDonald)
6. City Manager Report
7. Future Agenda Review
8. Council Around the Table

April 21, 2016

MEMO TO: V. H. McDonald, City Manager

FROM: Andrew Beamer, Public Services Director
Pete Meyers, Assistant Public Services Director
Shad Rodgers, Streets and Traffic Manager

SUBJECT: 21st Street and Wyoming Boulevard Snow Site

Recommendation:

That Council authorize the continued use of 21st Street and Wyoming Boulevard for snow related operations.

Summary:

There is a 5.4 acre parcel of City-owned land at the northwest corner of 21st Street and Wyoming Boulevard. This property is currently being used as a snow dump site by the Streets Division. Area residents have recently raised concerns over snow melt runoff and noise during snow operations.

Details of the 21st Street Snow Dump Site

The City had been hauling snow to the Kelly Walsh High School soccer fields on 12th Street, but this area became unavailable about ten years ago when the soccer fields were renovated. Since then, the Streets Division has been hauling snow to the City-owned property at 21st Street and Wyoming Boulevard.

The snow is stored on a portion of the property that is covered by a compacted rotomill base. Drainage heads toward the northeast until it connects with a ditch that runs along Wyoming Boulevard. A berm runs along the western and northern edges of the property to prevent drainage into the adjacent residential property. Recent on-site visual inspections of the berm have confirmed that it is functioning as designed. At the end of every snow season, the site is cleaned of debris, and the site is graded to remove any ruts or potholes. An elevation map of the 21st Street site is attached as Exhibit A.

The City's snow collection operation tends to focus on one neighborhood before moving on to the next. This means that a snow dump site will usually show a brief period of intense use, followed by low level use or no use at all. Plow trucks visited the 21st Street snow dump site on at least twenty seven dates during the winter of 2015-2016, but on most of those dates, the use of the site was not very intense – trucks were on site for a single dump, or they were there to help clean or manage the site. The site was used intensely on five particular dates - December 20, January 6, January 7, January 12, and February 5. These dates showed repeated visits by many trucks, consistent with the targeted effort to clear windrows from Casper's east side. The supported snow routes for this dump site are shown in Exhibit B.

Alternative Nearby Properties

There are a number of nearby vacant properties, but so far, none of them have been established as a viable alternative snow dump site. Some of the surrounding properties are too steep. Other

properties are located in drainage areas, such as creek beds or active springs, making them impassable for trucks. Several of the remaining property owners have been approached in recent weeks about whether they might allow the city to store snow on their properties. So far, none have expressed any interest.

Another city-owned property at Viking Court was also suggested. The property is located at the northeast corner of Wyoming Boulevard and Blackmore Road, and it measures about 2.5 acres. The property was investigated as a snow dump site, but it would not be usable because it is an inaccessible drainage area. The cul-de-sac itself is much smaller (roughly one tenth of an acre). Since it is paved and flat, it has been used on a few occasions as a very small snow dump site. A catalog of the properties that were reviewed by City staff as alternative snow dump sites is attached as Exhibit C.

Neighborhood Accommodations

Residents who live near the 21st Street snow dump site have recently explained that snow operations sometimes cause disturbances to their neighborhood and that kids have used the area for 4-wheeling. In order to mitigate these disruptions, the City Streets Division is intending to make some changes to the site and to its operations. The Streets Division will cordon off the property using bollards and cable so that it is no longer accessible to unauthorized motor vehicles. A lock will be placed at the entry way so that it can still be accessed by City vehicles.

Residents have also been disturbed by late night snow operations (truck noise and backup alarms), so the Streets Division will set a policy of not using the 21st and Wyoming snow site between the hours of 9:00 PM and 7:00 AM.

Exhibit A

21st Street Snow Dump Site - Elevation Map (2 ft contour)

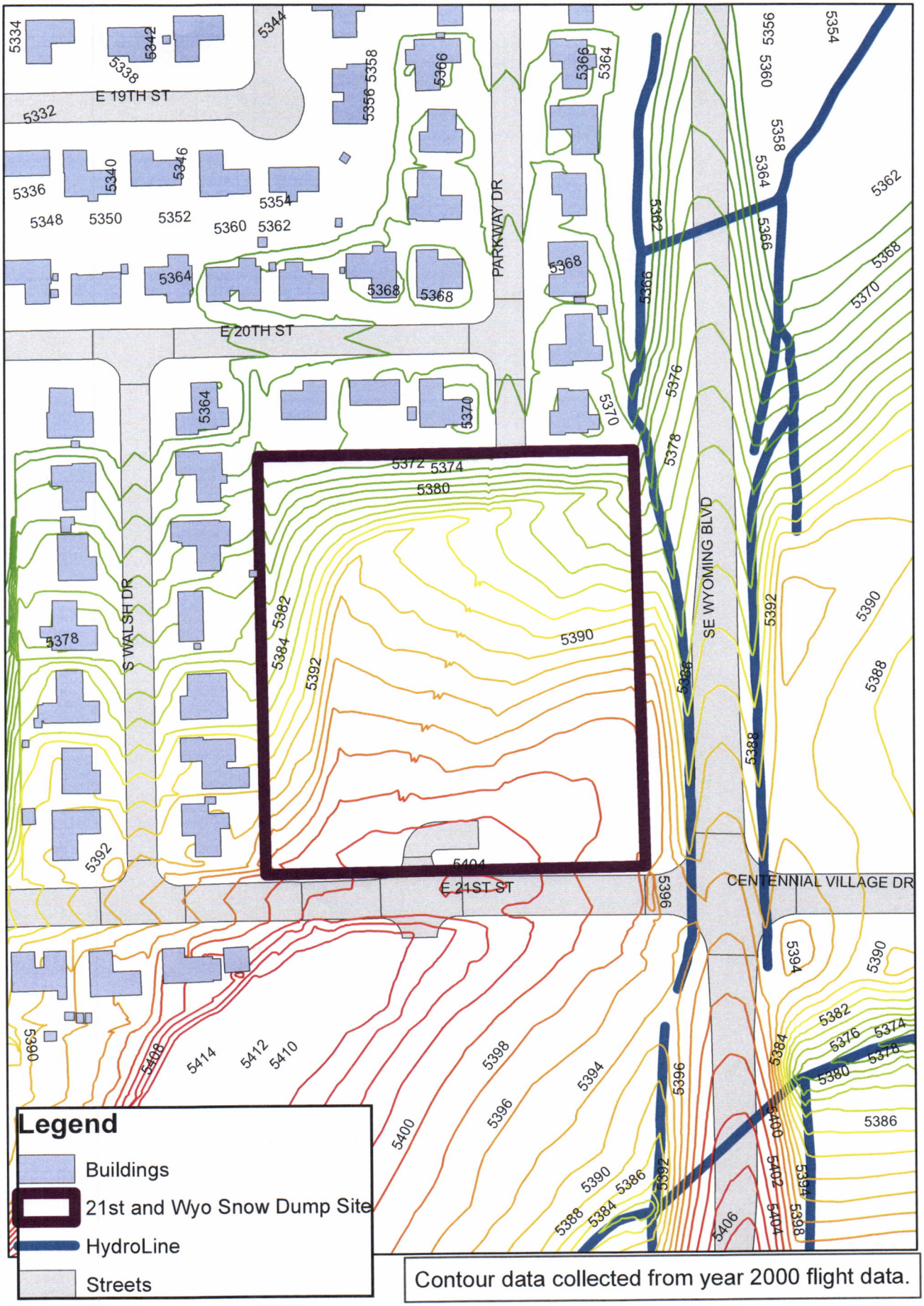
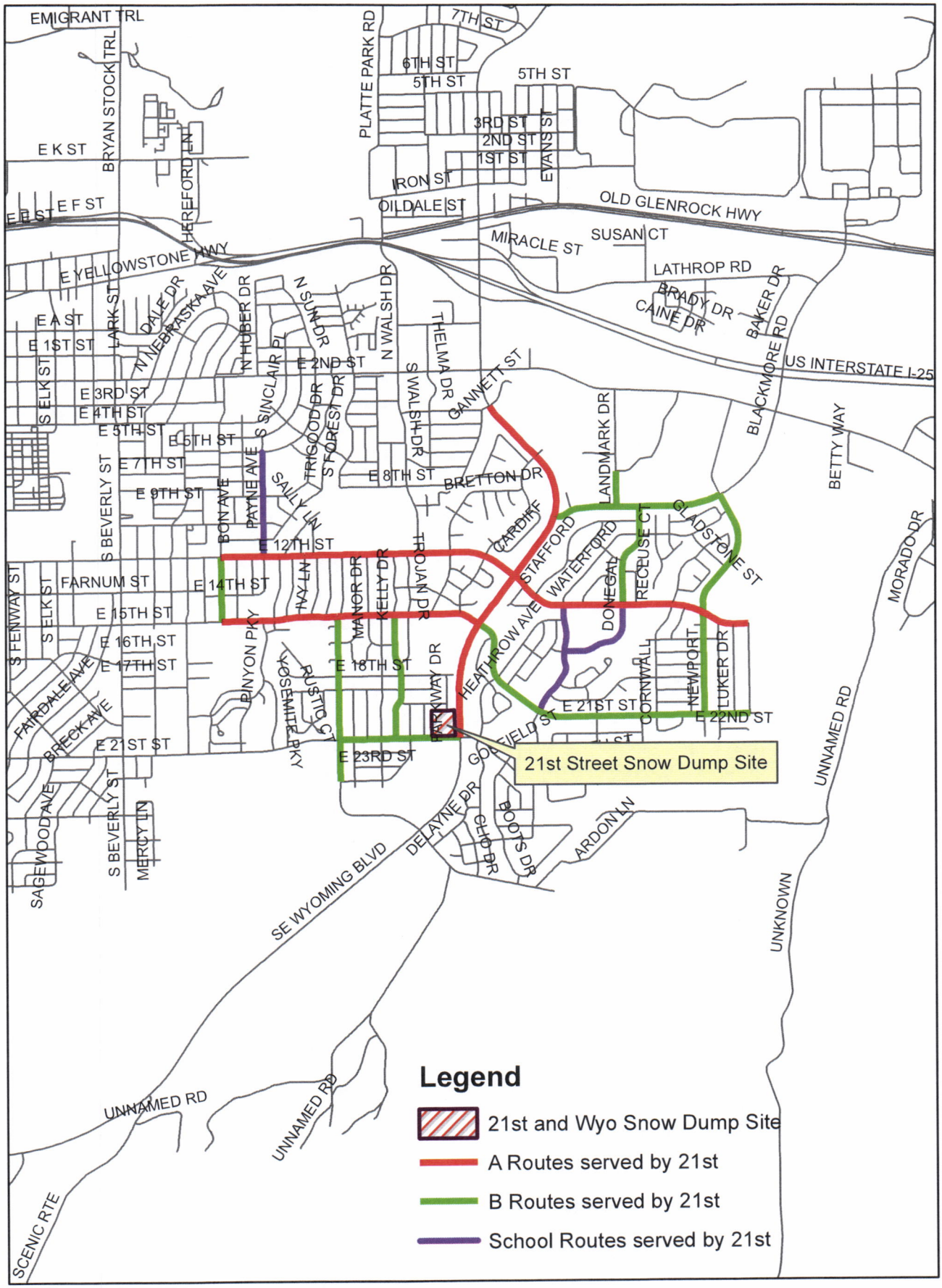


Exhibit B

21st Street Snow Dump Site and Supported Snow Routes



21st Street Snow Dump Site - Area Vacant Land

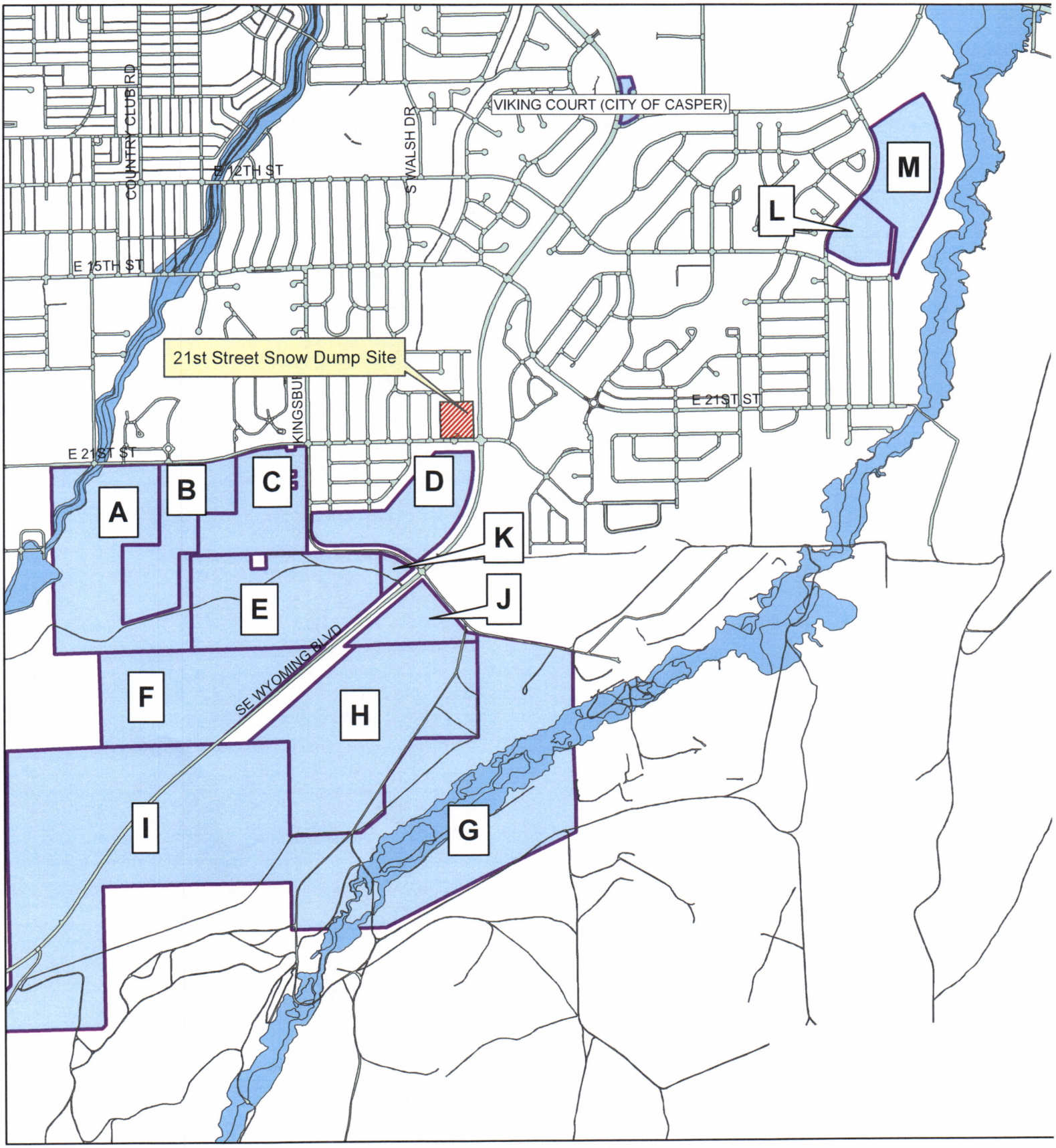


Exhibit C – 2 of 2

Catalog of Area Properties that were reviewed for suitability as alternative snow dump sites:

A and B:	Housing development off of Missouri.
C:	A natural spring on this property keeps the soil saturated year round.
D:	Property owner said "No."
E:	Property owner said "No."
F:	No access, and the land is too steep for a snow dump site.
G:	This is a part of Elkhorn Creek.
H:	Property owner said "No."
I:	Too steep.
J:	Property owner said "No."
K:	Property owner said "No. "
L and M:	This property is being developed for housing, and the area is very near to Elkhorn Creek.

April 18, 2016

TO: V.H. McDonald, City Manager

FROM: William C. Luben, City Attorney

RE: Amendment of Section 9.44.030 of the Casper Municipal Code Pertaining to Discharge of Firearms and Other Weapons.

Recommendation:

That Council, consider amending Section 9.44.030 of the Casper Municipal Code Pertaining to Discharge of Firearms and Other Weapons to delete from this Section the requirement that the City enter into a written agreement with individuals for the use of firearms or other weapons who are otherwise complying with the requirements of this Section.

Summary:

The current provisions of Section 9.44.030 allows, by a written agreement or lease for recreational or instructional purposes, the use or discharge of weapons within an area or zone designated by the City Council.

In the event an indoor shooting range would be allowed by either zoning or a conditional use permit, this Ordinance would require the City to enter into a written agreement with a proprietor of the business regarding this use. A written agreement governing the use of firearms or other weapons on private property may inadvertently subject the City to potential liabilities. Such an agreement may be interpreted to require the City to exercise oversight on the way a given proprietor would operate a firearm range. The liability for the operation of shooting range should fall on the owners of the facility, and not the City.

It is recommended that this Ordinance be amended to simply provide that firearms or other weapons may be discharged within an area zoned or otherwise allowed by a conditional use permit pursuant to Chapter 17 of the Casper Municipal Code, as well as within areas leased by the City for recreational or instructional purposes. In the case of real property owned by the City, it may control the use of the property through the lease provisions.

An Ordinance amending Section 9.44.030 is attached for your review and consideration.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 9.44.450 OF THE CASPER MUNICIPAL CODE PERTAINING TO DISCHARGE OF FIREARMS AND OTHER WEAPONS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

Section 1:

That Section 9.44.450 of the Casper Municipal Code shall be amended to read as follows:

9.44.030 - Discharge of firearms and other weapons.

A. No person shall discharge any firearm, bow, crossbow or slingshot that shoots or ejects a bullet, pellet, arrow, BB, dart or other projectile by explosion, gas propulsion, spring propulsion or by any other means of propulsion, within the limits of the city, except ~~in self-defense, or in the case of a law enforcement officer or other authorized civil officer, Wyoming Game and Fish personnel, or a member of the Armed Forces of the United States of America or the state in the discharge of his official duty, or within an area or zone designated by the city council by written agreement or lease for recreational or instructional purposes. Toy firearms, toy bows and toy crossbows are exempt from the provisions of this section.~~:

    1. IN SELF-DEFENSE;
    2. IN THE CASE OF A LAW ENFORCEMENT OFFICER OR OTHER AUTHORIZED CIVIL OFFICER, WYOMING GAME AND FISH PERSONNEL, OR A MEMBER OF THE ARMED FORCES OF THE UNITED STATES OF AMERICA OR THE STATE IN THE DISCHARGE OF HIS OFFICIAL DUTY;
    3. WITHIN AN AREA ZONED OR OTHERWISE ALLOWED BY A CONDITIONAL USE PERMIT PURSUANT TO CHAPTER 17 OF THE CASPER MUNICIPAL CODE;
    4. WITHIN AN AREA LEASED BY THE CITY FOR RECREATIONAL OR INSTRUCTIONAL PURPOSES.

B. An animal control officer, or Wyoming Game and Fish personnel, in the course of his/her official duty, may discharge a chemical tranquilizer gun for the purpose of capturing animals as authorized by law.

C. If all other methods of extermination have failed, or are impractical due to public peace, health, safety and welfare considerations, the city manager or his/her designee, may authorize certain individuals to discharge firearms within the limits of the city, for the purpose of controlling nonprotected and nongame animals and birds, which are a nuisance or are threatening property or persons. This authorization may also be given for game animals, when and as authorized by law. The authorization shall be in writing. The

authorized individual must have this authorization in his/her possession at all times while in the act of controlling animals or birds.

D. The city manager or his/her designee may grant written permission to those individuals in possession of valid big game licenses to utilize said licenses on city-owned lands. The city manager or his/her designee shall notify the Casper police division of his/her decisions.

E. The city manager or his/her designee may grant written permission to certain lessees of city-owned properties for discharge of firearms and other weapons, during events such as sports shows and expositions. Lessees must provide written proof of insurance as required by the lease agreement.

F. The Wyoming Game and Fish Department may allow the use of airguns (carbon dioxide or pneumatically-powered only) and archery equipment on its property located within the city limits at Sections 13 and 24, Township 33 North, Range 80 West of the 6th Principal Meridian, Natrona County, Wyoming (Lots 6A and 6B of the Teton Terraces Subdivision) for instructional purposes. Archery equipment shall include field points or blunt tips only. In such event, the Wyoming Game and Fish Department shall give permission, in writing, to the supervisor of the instruction. The supervisor must have this authorization in his/her possession at all times while the instruction is occurring. The Wyoming Game and Fish Department shall notify the Casper public safety director of its decisions.

G. TOY FIREARMS, TOY BOWS AND TOY CROSSBOWS ARE EXEMPT FROM THE PROVISIONS OF THIS SECTION.

Section 2:

This ordinance shall become in full force and effect upon passage on third reading and publication.

PASSED on first reading this _____ day of _____ 2016.

PASSED on second reading this ____ day of _____ 2016.

PASSED, APPROVED AND ADOPTED on third and final reading this _____ day of 2016.

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

_____
Tracey L. Belser
City Clerk

_____
Daniel Sandoval
Mayor

April 22, 2016

MEMO TO: V.H. McDonald City Manager

FROM: Liz Becher, Assistant City Manager / Community Development Director

SUBJECT: State Purchase Offer for Midwest Avenue Property Owned by the City

Recommendation:

For informational purposes only; no immediate action required.

Summary:

The State of Wyoming has recently decided to purchase a tract of City-owned property. The site is approximately six (6) acres in size (see attached map).

The sale of this property is intended to benefit the public. A large portion of this property will be used for a surface parking lot constructed by the State for the seven (7) State agencies and 300+ employees, who will work in the new $30+ million office building, to be built on the former Goodstein lot between Midwest Avenue and Collins Street. The State parking lot will be open to the general public after work hours which will promote community events and patronage in the Old Yellowstone District. Multiple construction jobs will be created, and vacant land will be repurposed.

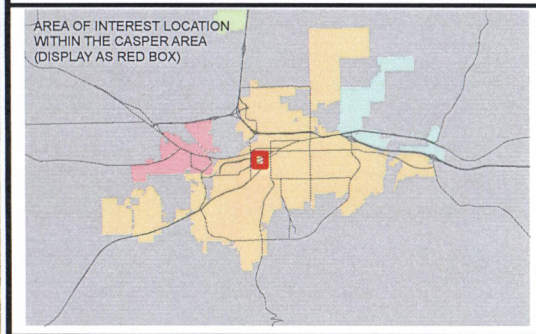
Wyoming State Statute 15-1-112 states that a city may sell real property to the State of Wyoming for use by the State or any agency after a public hearing, which includes the appraised value of the real property, publication of the proposed sales for three (3) consecutive weeks in the newspaper, and notice of the proposed terms of the contract.

The City is completing an updated appraisal on the property. The estimated appraised value is $2 million. As a bit of history, the City purchased this section of the former railroad property from Union Pacific Railroad Company in December 2005 for approximately $250,000. The anticipated sale price of the property to the State is $770,000.

At a future date, a Purchase Agreement will be prepared which will be subject to the City Council's approval for the sale of this property.

City Owned Property

(Approximately 6-Acres)



CITY OF CASPER
COMMUNITY DEVELOPMENT
CODE ENFORCEMENT DIVISION
200 N DAVID ST, ROOM 205
CASPER WY 82601

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All data, information, and maps are provided without warranty or any representation of accuracy, timeliness of completeness even though the City of Casper has used reasonable efforts to make its data as accurate as possible. Maps and data are to be used for reference purpose only and the City of Casper shall assume no liability for the use, misuse, accuracy or completeness of this information.

0 115 230 460 690 Feet

Date: 4/21/2016

April 18, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Tracey Belser, Assistant City Manager TB
Zulima Lopez, Assistant Support Services Director ZL

SUBJECT: Authorization for Spending Reserve Funding for a Voluntary Retirement Incentive Plan

Recommendation:

That Council, authorize the City Manager to spend reserve funding to offer a Voluntary Retirement Incentive Plan to fifty-three (53) eligible City of Casper employees.

Summary:

The City of Casper will need to realize savings from the reduction of positions proposed in the FY 2018 budget. City Management agrees that an appropriate first step in achieving these savings is to offer a Voluntary Retirement Incentive Plan for City employees who are, or will become, eligible to retire by June 30, 2016. This Plan will be offered to all fifty-three (53) eligible City employees.

Any eligible City employee who takes advantage of this offer will be required to sign a Voluntary Retirement Incentive Plan Agreement. Essential service positions that are vacated through this Plan will be backfilled to ensure an adequate level of public service and safety. Positions deemed non-essential will not be backfilled. Objective criteria to differentiate between essential and non-essential services is being developed by Human Resources to assist in the determination of backfilled positions.

The proposed Voluntary Retirement Incentive Plan includes:

- $50 per month of continuous service as a full time employee with the City of Casper through June 30, 2016, with a cap of 240 months (20 years)
- Employer premium paid to continue on the City's Health Plan for coverage through December 31, 2016

Additional Separation Benefits:

- Compensation Time and Vacation Leave accrued up to June 30, 2016 paid out at 100%
- Disability Leave accrued up to June 30, 2016 paid out at 50%
- Free consultations with Senior Patient Advocates, Wyoming Retirement System, ICMA, and City's Benefit consultants on site

The proposed timeline for implementation of the Voluntary Retirement Incentive Plan is as follows:

April 26, 2016: Present Plan at Council Work Session

April 27-29, 2016: Human Resources will deliver incentive packages to eligible employees

May: Employees to review incentive packages

May: Human Resources will arrange for representatives from Wyoming Retirement, ICMA, the administrator of the City's optional supplemental retirement benefit, and GBS Benefit Consultants (for additional health insurance options through the Federally Facilitated Marketplace created for the Affordable Care Act) to come onsite for meetings with eligible employees to assist them in financial and healthcare planning for retirement

June 10, 2016: Deadline for signed employee agreements

June 17, 2016: Final date for employee reconsideration

June 30, 2016: Final work date for employees

If all fifty-three (53) eligible City employees accept this offer, the City will realize approximately $2,720,149 in savings to the general fund for the upcoming fiscal year. The estimated cost of the incentive plan if all eligible City employees accept the offer will be approximately $827,589. The cost of all eligible employees' separation benefits, including accrued leave banks, will be a realized disbursement upon separation, totaling approximately $608,266.

Implementing the proposed Voluntary Retirement Incentive Plan will require the City Manager to utilize reserve funding.