

**COUNCIL WORK SESSION**  
Tuesday, November 8, 4:30 p.m.  
Casper City Hall  
Council Meeting Room

AGENDA

1. Casper Area Convention & Visitor's Bureau, Visitor's Center Proposal (Brook Kreder)
2. Senior Advocacy Committee Update (Boomer Study) (Tanya Johnson)
3. City Manager Report
  - a. RFP for City Property in the OYD
4. Future Agenda Review
5. Council Around the Table

Mayor Sandoval called the meeting to order at 4:37 p.m. with the following Councilmembers present: Councilman Cathey, Johnson, Heili, Pacheco, Miller, Hopkins, Powell, and Mayor Sandoval. Councilman Humphrey was absent.

Next, Mayor Sandoval introduced Brook Kreder, Casper Area Convention & Visitor's Bureau (C.A.C.V.B.) Director, to discuss the Visitor's Center proposal. Ms. Kreder discussed the C.A.C.V.B.'s vision for the Visitor's Center and stated that they are proposing to move it to the Five Trails Center in the Bureau of Land Management (B.L.M.) building. They received strong feedback for keeping a brick and mortar location. They are also looking into utilizing a social media and a mobile option for taking information to visitors during events like the College National Final Rodeo and the Bear Trap Festival. She described how visitor's centers are evolving and how visitations to visitor's centers are declining even through travel is increasing. They feel that combining the Visitor's Center with the Five Trails Centermuseum may help attract more people and will provide easier access for travelers.

The use of the B.L.M. facility will involve a memorandum of understanding and will not involve money changing hands. Council asked what the difference in funding will be with the new location. Ms. Kreder responded that it will stay static and there will be no fee/cost increase, but there will be a one-time cost incurred for moving expenses. She added that the Chamber of Commerce is supportive of the move. Councilman Powell asked what the staffing will be for the Visitor's Center, and Ms. Kreder responded that the Chamber will continue to keep their staff and new staff will be added for the Visitor's Center, but that no changes will need to be made to the City's budget. She added that the goal is to extend visitors' stay in Casper and capture more money for businesses. The staff will have more time to engage visitors and direct travelers to local businesses. Councilman Hopkins described how Fort Collins utilizes senior citizen volunteers to help run their visitor's center and Ms. Kreder stated that they will be looking into this option. She added that the

move will be before March 31, 2017, which will give the staff plenty of time to prepare for the Eclipse Festival.

Next, Mayor Sandoval introduced Tanya Johnson, Special Projects Coordinator, to give an update for the Senior Advocacy Committee. Ms. Johnson explained how the committee was formed after the Boomer Study and that they plan to give Council quarterly updates on their progress. She then summarized their action plan and the projects that they are working on which are centered around their goals of improving seniors' transportation, healthcare, housing, and lifelong learning/social/civic engagement, recreation and workforce/employment/volunteering. Mayor Sandoval asked about the partnerships that the committee has, and Ms. Johnson described the ongoing partnerships with agencies like the W.C.D.A. and the Natrona County Health Department, etc.

Next, City Manager McDonald gave the City Manager Report. He discussed the R.F.P. (Request for Proposal) for the Source Gas property in the Old Yellowstone District. The City will be beginning the bid process shortly and it will include some housing restrictions on it. An updated appraisal will also be done to attain the market rate. The bids will be brought into a work session for Council to discuss, and staff analyses will also be presented at that time. Councilman Powell asked what the ownership vs rental property restrictions will be for the bids. City Manager McDonald stated that the current language is not limiting but if Council has a preference for ownership, the bid instructions can specify that Council encourages ownership properties. City Attorney Luben explained that the R.F.P. is the legal process for this and that it needs to be standardized. Therefore, Council cannot decide later what they prefer, they must choose these specifications before receiving bids. City Manager McDonald said that Staff will include language encouraging ownership.

City Manager McDonald stated that November's sales tax is up and is close to estimation. The City is on track with the glide path and is halfway towards permanent reduction in costs. The One Cent #15 projects have been scaled back with critical projects moving forward. Some projects have had to be delayed. Council asked how much of a recovery would be needed in order to move forward with the delayed projects. City Manager McDonald responded that it is difficult to estimate a number, and that another round of prioritization of projects will begin soon. The deadline for the Wyoming Association of Municipalities convention was October 31, but they received no submissions so the deadline has been extended. The City is working with the C.A.C.V.B. on Casper's submission. Staff has been working on standardizing council reports and the new reports will be implemented starting with the first Regular Council meeting in 2017.

Next, City Manager McDonald reviewed the agenda for the Regular Council Meeting on November 15, 2016.

Next, Council went around the table to discuss issues related to their respective board and commission meetings. City Manager McDonald announced that the State is going to go through with the purchase of land from the City for the State office building parking lot.

Mayor Sandoval adjourned the meeting at 6:07 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Tracey L. Belser  
City Clerk

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Daniel Sandoval  
Mayor