

COUNCIL WORK SESSION

Tuesday, March 14, 4:30 p.m.

Casper City Hall

Council Meeting Room

AGENDA

1. Senior Advocacy Committee Quarterly Update (Tanya Johnson)
2. DDA Presentation (Kevin Hawley)
3. Electronics Recycling Discussion
4. Independent Management Review of Police Services
5. City Manager Report
 - a. City of Casper Eclipse Services Report
 - b. FY 2017 Capital Improvement Projects
- c. March Sales Tax Revenue
7. Future Agenda Review
8. Council Around the Table

Mayor Humphrey called the meeting to order at 4:30 p.m. with the following Councilmembers present: Councilmember Pacheco, Morgan, Johnson, Murphy, Huckabay, Powell, Walsh, Hopkins, and Humphrey.

Mayor Humphrey introduced Tanya Johnson, Special Projects Coordinator, to give Council the quarterly update for the Senior Advocacy Committee. She began by explaining that Council adopted the Senior Services Study last year. The Senior Advocacy Committee was formed in order to implement the action tasks cited in that study. She then explained the seven thematic areas of focus for the committee and the projects that focus on each of those thematic areas. She then introduced Carolyn Griffith, Senior Advocacy Committee Member and Recreation Division Manager, to discuss community involvement for seniors. Ms. Griffith stated that the committee has been working on putting together a directory of useful resources for seniors and creating a stamp identifier that can quickly identify senior and age-friendly agencies, locations, etc. Lisa Scroggins, Senior Advocacy Committee Member and Executive Director of Natrona County Public Library, discussed the ways in which the library is working on programs targeted towards seniors, including book clubs, mobile book programs and utilizing visually impaired reading devices. Kate Sarosy, Volunteer State President of American Association of Retired Persons (AARP) Wyoming, explained how AARP has been evolving towards having more involvement at a local level and has been forming senior-friendly communities. She explained how much of AARP's work is done by volunteers. AARP would like to work with the City to put volunteers to work to tackle the issues brought up by the senior study. Dave Hough, Senior Advocacy Committee Member and Member of AARP Wyoming Executive Council, then spoke about making Casper an AARP livable age-friendly community. Casper would receive resources to assist

with the pertinent projects. Ms. Johnson then stated that the Committee is asking for \$2,000 to be used for printing pamphlets and flyers and would also like a letter from the Mayor supporting Casper becoming an age-friendly community. Council supported both of these requests.

Next, Mayor Humphrey introduced Brandon Daigle, Chairman of the Downtown Development Authority (DDA), to discuss market driven funding. Mr. Daigle began by describing the project history of the DDA. He then explained how the DDA has been funded, including revenue from City funding, a mill levy on property owners, and private donations. Mayor Humphrey asked if there is any audit information from the \$200,000 funding that the City granted, and Kevin Hawley, Executive Director for the DDA, responded that an annual report is submitted to the City Manager annually, and the report for this year has not yet been submitted. Mayor Humphrey asked about the request for some of the money to be used towards adding staff and Mr. Hawley responded that due to turnover this was not feasible, so the funds were used as contract for services.

Mr. Daigle then explained the proposed market driven funding/TIF (tax increment financing) proposed by the DDA. He explained that this is authorized under state statute, and is not a new tax but is an allocation of additional tax revenue in a TIF district. The sales tax revenue generated over the established baseline within the district would be reinvested into projects in the DDA/TIF district. Mr. Daigle reviewed a growth and revenue chart that projected a 5% growth line based on the last 16 years of growth in Casper. Any additional sales tax over the \$150,000 baseline would be reinvested into projects downtown that would be reviewed and approved by Council. The \$150,000 baseline amount would be allocated from the City to the DDA through the TIF district for operational and infrastructure support. Mr. Daigle stated that forming this district could allow for a sustainable revenue source for the DDA. Councilmember Morgan asked why the proposal asked for the district to be in effect for 25 years. Mr. Hawley responded that 25 years was the maximum amount of time allowed by state statute. After the 25 years, a new baseline would need to be formed. Councilmember Morgan stated that he would like an annual review of the TIF as opposed to implementing it for 25 years immediately.

Mr. Daigle then reviewed the steps that would be required to form the TIF District. Councilmember Powell asked who is going to run the David Street Station, and Mr. Hawley stated that this would be a DDA staff position but that much of the running of it may be volunteer-based until revenue is in place. Councilmember Hopkins stated that the City has invested millions of dollars in the downtown area over the last few years, and he would therefore like Staff to review the proposal and analyze how the TIF District could affect the City before any decisions are made. Councilmember Murphy asked why the City should invest more money in this area of town instead of other areas of town, and expressed concern that this would not be fair to business owners that do not reside within the DDA boundaries. Mr. Daigle replied that helping to build a better downtown will be in the best interest for all businesses and be an amenity for all citizens. Councilmember Powell asked at what point the City would break even and get its money back based on this model. Mr. Daigle responded that he had not done those calculations. He stated that the City would start to see a decrease in the \$150,000 per year allocation as tax revenue increases, which would occur at year three or four according to his projection. Mayor Humphrey asked for an update on the parking garage. Mr. Hawley replied that hourly parking has decreased due to the

closures of Sanford's and the Wonder Bar, but that monthly parking has increased due to the two hour limits on downtown street parking. Mayor Humphrey asked what will be driving the projected tax revenue increases. Mr. Daigle responded that businesses would have more of an incentive to reinvest in the district, so the district would therefore create more sales tax revenue.

City Manager McDonald stated that he has not had a chance to look at these new projections. He also noted that as downtown development increases, so do infrastructure costs for the City. Councilmember Walsh asked when the DDA would need an answer by. Mr. Daigle responded that the DDA would like to be on the same fiscal year calendar as the City and would therefore like an answer far enough in advance of July 1 to allow them to do their budget. Council decided to have staff review the DDA's proposal and present their analysis at an upcoming work session.

Next, Mayor Humphrey began the electronics recycling discussion and stated that Council is revisiting this issue to make sure everyone is on the same page. City Manager McDonald stated that Q&A's for questions that Council has brought up regarding this issue have been provided to Council. Councilmember Morgan asked about the City being part of a co-op to help subsidize some of this cost. Cindy Langston, Solid Waste Division Manager, responded that the City already is part of a co-op with other communities; the City receives waste from surrounding communities and they pay the City a certain amount per their agreement. Councilmember Powell stated that many residents are concerned about the toxic chemicals from electronic recycling being dumped into the landfill, and asked if adding this waste will turn it into a toxic landfill. Ms. Langston responded that the cells where this waste would go are lined, and therefore it is not dangerous for the City to dump the electronic waste in those cells. Councilmember Powell asked if there could be a dedicated electronic waste cell, and Ms. Langston replied that this would be very expensive.

City Manager McDonald explained that the contract was fulfilled according to the ordinance passed back when Council decided they would like to recycle the electronic waste eleven years ago. Citizens are currently paying twelve cents per month for this service, and if Council wanted to start dumping the waste in the City's landfill, citizens would no longer be charged that twelve cents. He stated that the new ordinance could leave out the requirement to bury the waste in order to allow for other options that may be available in the future. Councilmember Huckabay stated that citizens originally asked for this recycling program and Council at that time responded by creating this contract, and reversing that decision was flippant. Councilmember Walsh expressed concern for the amount that is in the ordinance when the actual cost the City pays for the recycling is much less than that amount. City Manager McDonald stated that the amount is per pound, and that is just an estimate. City Attorney Luben stated that if the amount should become more than Council wants to pay, they can terminate the contract with 30 days' notice without penalty. Council decided to continue recycling the electronic waste and directed staff to write up a new contract that better defines electronic waste and emphasizes that the cost is per pound.

Next, City Manager McDonald discussed the independent management review for analysis of police services. He explained that this would be a comprehensive review of police operations performed by the Center for Public Safety Management (CPSM), which is a center under the International City/County Managers Association. CPSM's analysis will help the City and Police Department identify areas for improvement and help to ensure that the department is moving in

the right direction. The cost would be \$53,550, exclusive of training, and would be funded from the City Manager cost center's budgeted Operating Contingency line item and a Police Department Contractual Services line item. Staff will contact municipal references for CPSM if Council approves moving forward. Councilmember Morgan asked why the City needs this assessment as opposed to just doing the analysis internally. City Manager McDonald responded that doing this internally would be very time-intensive. Councilmembers Powell and Pacheco also pointed out the importance of having an impartial organization do the assessment and how the assessment could bring some positivity and constructiveness to the police department's processes. Councilmember Huckabay stated that she feels that the only way to begin to mend some of the image problems for the police department in this community is to have a third party organization come in and make suggestions of how the police department should move forward. Councilmember Morgan asked if the results would be made public, and City Manager McDonald stated that he would need to look into this but that other reports are available online. Council gave their support to move forward with the contract, assuming the reference feedback is positive.

Next, City Manager McDonald reviewed the agenda for the Regular Council Meeting on March 21, 2017.

Next, City Manager McDonald discussed the Eclipse Service Report, explaining that the report will communicate the status of the Eclipse work and the City's share in work related to the Eclipse. Councilmember Huckabay stated that the Eclipse Committee is working on coordinated care services, and City Manager McDonald stated that the City is focused on preserving emergency access. He also discussed the report for 2017 Capital Improvements, and how Council can use this to pinpoint possible disruptions for their constituencies.

Next, Council went around the table to discuss their respective board and commission meetings. Councilmember Walsh asked if staff has any input on regulations regarding the state's decision to allow Uber. City Attorney Luben stated that he has reviewed the statute and he does not believe the City will need to change any of its current laws or regulations regarding cab drivers. Uber is regulated at a state level and the company does its own background and insurance checks, so he does not believe the City will need to do anything. He also noted that the statute is effective immediately. Mayor Humphrey asked if cab drivers will be freed of regulations since the Uber drivers do not have to adhere to those regulations. City Attorney Luben responded that the cab drivers will still be regulated by the City because otherwise they could operate without background checks. Councilmember Huckabay stated that the Eclipse Committee is asking the City to come up with a deadline for entertainers. Councilmember Morgan asked about the City requiring rewiring permits for updating smoke detectors, and staff stated that they will look into this. Mayor Humphrey discussed the City's stance in regards to consensus funding. Councilmember Powell stated that as far as he could remember it is Casper's turn to use that funding for a Casper project, and if that is the case, then the City should hold fast to that. Mayor Humphrey stated that there will be a forum for sexual assault the first week of April, and Chief Wetzel stated that they are still trying find a moderator and would try to have that information by Friday.

Mayor Humphrey adjourned the meeting at 7:35 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor