

COUNCIL WORK SESSION

Tuesday, June 14, 2016, 4:30 p.m.

Casper City Hall
Council Meeting Room

AGENDA

1. Transit Authority Discussion (Andrew Nelson)
2. COP Logic (Sgt. Jeremy Tremel, Scott Hoffman)
3. Development Proposal for a Privately-Funded Convention Center (Liz Becher)
4. City Manager Report
5. Future Agenda Review
6. Council Around the Table

Mayor Sandoval called the meeting to order at 4:30 p.m. with the following Councilmembers present: Councilman Cathey, Johnson, Heili, Pacheco, Miller, Hopkins, and Sandoval. Councilmen Schlager and Powell were absent.

Mayor Sandoval introduced Andrew Nelson, Metropolitan Planning Organizer, to discuss the Transit Authority. Due to the current economic state, Staff is recommending that Council table the transit authority. Mr. Nelson reviewed the revised system map which make the routes more efficient which will in turn help with cost. He summarized each of the bus routes and any changes with each of them. The City is also partnering with Evansville and Mills which will help accommodate people that are affected by these changes. These new routes go into effect on July 5, 2016. The City has created signs letting the patrons know about the changes. He also stated that his division has a summer intern who will be on the ground helping the riders navigate the new route system.

Mr. Nelson then reviewed the future levels of service for transit. Right now it costs an estimated \$2.3 million to run the system. With the proposed changes, the cost will decrease to \$2.159 million and the City will still be able to meet all levels of service. If revenues fall even more, the next step would be to eliminate the fixed weekend route, which has a relatively low usership, and if there is still continued decline, eliminate both of the weekend routes. If more cuts were needed, the next step would be to cut service hours, but this would mean a drastic decrease in the level of service.

Mr. Nelson then explained the CATC contract. Fiscal Year 2017 will be the last year of their contract. Staff is currently preparing an RFP to renew that service, and there are several other transit companies that may bid on it. He stated that with this new contract, the City needs to market the City of Casper service instead of the contractor, which will mean changing the logos on the buses. He also explained how the grant and funding works and stated that because the City is the primary recipient of the grant, it should be in charge of the funds and how they are spent as opposed to allowing CATC or another contractor to make those decisions.

Councilman Cathey asked if it would be possible to remove the bus stops from the higher traffic streets for safety reasons. Mr. Nelson responded that this would discourage ridership, and instead

suggested that the City create bus pull outs. He stated that they built a dedicated curb cut at the new Mesa West development, and encouraged the City to continue to be proactive when addressing those development issues. Councilman Cathey asked if there is a way to get mutual agreement for stops to be in business parking lots in order to get the buses off the street. Mr. Nelson responded that parking lot stops slow the system down dramatically.

Councilman Miller asked if starting the system so soon gives patrons enough time to be notified. Mr. Nelson replied that there was a public meeting in February to discuss the changes and the City received no negative comments. The City also posted the discontinued stop signs last week in order to give patrons a full month's notice. Mr. Nelson explained that because this is not a major service reduction, Council does not need to give its approval.

Mayor Sandoval introduced Sergeant Jeremy Tremel and Scott Hoffman to discuss COPLogic. Mr. Hoffman began by explaining that currently officers respond to citizens' calls. Citizens do have the option of utilizing COPLogic for online reporting for certain types of offenses, but it has been underutilized, making up less than 1% of all reports per year. This has partially been due to lack of marketing of the program.

Sgt. Tremel then reviewed the benefits of using COPLogic, which included hundreds of hours of savings in workload time, which will help lower departmental costs. The system will provide the flexibility to report crime without an officer response. The public will be informed of these changes through various new outlets and press releases. The system will also give officers more time to focus on community engagements, crime prevention, and citizens' quality of life issues as opposed to spending that time responding to these calls.

Sgt. Tremel then reviewed the different types of reports that will be available for the system, which include reports related to auto burglary, drugs, harassment information, private property accident, shoplifting, fraud, suspicious, trespassing, property damage, and civil matters. He stated that some of these will have the option of having an officer response depending on the amount of money involved and if the crime is in progress. Mr. Hoffman stated that all reports will be looked at by a police officer even if they are reported online, and a supervisor will still have to approve it before it goes over to records. The new system will also allow data analysis which will help the C.P.D. identify trends, which will help the C.P.D. adjust police response. Mayor Sandoval asked if all of the online reporting will be public record. Sgt. Tremel responded that it will be like any other police record, which will be redacted before becoming public record.

Councilman Heili asked how long it takes a person to file a report. Mr. Hoffman responded that it just depends on the person's skills and the type of report. Sgt. Tremel added that reports for private property damage are not required by the C.P.D. and officer responses to these calls are just providing a free service to insurance companies that they should be handling themselves. Other cities in Wyoming do not provide this service. Using COPLogic also provides convenience for citizens who could otherwise have to wait for a long periods of time for a police response. He stated that this system is also used in big cities like Los Angeles, California, and it works very well. He stated that there will be a direct link from the City's website to the online reporting page. This page is getting completely reworked, so that it will be much easier to use.

Next, Mayor Sandoval introduced Liz Becher, Assistant City Manager/Community Development Director, to discuss the development proposal for a privately-funded convention center. Ms. Becher began by explaining what has occurred since CRU Group's presentation in January about their concept for a convention center at the Parkway Plaza. The City and CRU Group have put together phased development that will include mutual obligations. The phased plan will allow either party to address concerns after each phase and decide whether or not they would like to continue to the next phase. Phase 1 will consist of CRU Group providing conceptual drawings, cost estimates, and private funding sources to the City. This will help with the City's due diligence in assuring that the developer is able to see the project through. The City will protect the developer's confidentiality. Phase 1 for the City will consist of continued development of the Platte River parkway and looking into renaming E Street to Parkway Plaza Drive. Phase 1 will be completed by September 30, 2016.

Phase 2 will involve more details on the developer's site plan, including submission of building facility and construction budgets to the City. It will also require the developer to provide loan commitments from their lender and a list of assets. This phase may also include landscaping plans and public access easements for parking and utility access. The City will begin making plans for public improvements to 2nd street and the center street underpass. This phase will also involve plans to make improvements for the I-25 and railroad underpasses. These will include things like walkways, traffic management, beautification and landscaping. There will be engineering costs for this phase and will utilize the business council grant for downtown redevelopment and one time monies. This will not involve any major costs for the City, and will only include designs and cost estimates for the plans. This phase will also require a letter of commitment from city. City Manager McDonald added that, due to their condition, the work for the underpasses will need to be completed regardless of the convention center. This phase will require mutual confidentiality and will have a completion date of February 2017

Phase 3 will require the developer to get permits for construction and do start the onsite improvements. The City will begin to perform work on the Center Street and Platte River Parkway improvements as well as signage. Phase 3 will allow one year for construction and will be completed by March 31, 2018. The final phase will utilize one time monies that were allocated for the other convention center. This money is already set aside, so this will just require shifting the money from that convention center project to these improvements. Both parties are currently in agreement and happy with this phased plan. The City will not be promising that this will be the only convention center in Casper. Council decided to move forward with the phased plan.

Next, City Manager McDonald gave the City Manager Report. He stated that Tanya Johnson, ____, has been assigned with implementing the action plan from the Senior Services Study. The update was separated by three levels of implementation effort, each with different cost levels. The first level consists mostly of planning. The City has identified partners that will form a super-committee. This committee will brainstorm how to implement the plan and will help in deciding what areas need to be addressed. The partners will be able to focus on these needs and contribute to those changes. The implementation schedule will be revised, and this will be an active, ongoing process.

City Manager McDonald stated that Monday was the cut-off date for the volunteer retirement program. The goal was to have 21 employees take the retirement, and 24 employees ended up taking it. The City may need to consider filling some of those positions, because some departments had a large number of retirees. Also, some of the employees were not general fund employees, so the estimates for money saved from the retirements may be somewhat off. Also, four additional employees are leaving the organization for reasons other than retirement, so this will supplement the retirement incentive. Due to the savings from the retirement and additional employees leaving, services for the City will not be affected at this time. The City will begin the active process for filling the gaps and reorganizing positions.

City Manager McDonald stated that the Wells Fargo commercial shoot was successful, and the City received a score of 9.5 out of 10 from the Production Company. The City charged them for services which came out to about \$20,000. The City will be looking into creating a filming permit that will make these types of projects much smoother. Wells Fargo said that they plan on coming back to air another commercial in one to five years.

Next, City Manager McDonald reviewed the agenda for the Regular Council Meeting on June 21, 2016. He stated that next year's budget will be adjusted for actual retirement numbers. Councilman Cathey stated that he strongly recommends Councilmembers look at the property for planning and zoning appeal that is being discussed at the next Council Meeting. City Manager McDonald notified Council that he is on W.A.M.'s ad hoc revenue committee which will help W.A.M. prepare for discussions with Wyoming's Legislative Revenue Committee. The issues discussed will include the revenue formula used when dispersing money to municipalities.

Next, Council went around the table to discuss their respective board meetings. Councilman Hopkins stated that he has received complaints about the chip seal ruining business's floors. Andrew Beamer, Public Services Director, stated that his Staff will look into this.

Mayor Sandoval adjourned the meeting at 6:29 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor