

COUNCIL WORK SESSION

Tuesday, July 11, 4:30 p.m.

Casper City Hall

Council Meeting Room

AGENDA

1. Casper Area Economic Development Association (CAEDA) (Charles Walsh)
2. Downtown Development Authority (DDA) (Kevin Hawley)
3. Platte River Restoration Project Update (Jolene Martinez)
4. Casper Storm Water Utility Implementation Project (Andrew Beamer)
5. Authorizing Temporary Parking Lots & Downtown Street Closure Updates During the Eclipse (Pete Meyers, Carla Mills-Laatsch, Sgt. Scott Jones)
6. Council Discussion Regarding Public Comment Process at the End of Council Meeting
7. City Manager Report
8. Future Agenda Review
9. Council Around the Table

Mayor Humphrey called the meeting to order at 4:38 p.m. with the following Councilmembers present: Pacheco, Morgan, Johnson, Laird, Huckabay, Powell, Walsh, Hopkins, and Mayor Humphrey.

Mayor Humphrey introduced Mark Pepper, Chairman of the Economic Development Joint Powers Board (EDJPB), to update Council on the EDJPB. Mr. Pepper began by explaining who makes up the board, including County Commissioners and City Councilmembers. He stated that they are a public entity and the meetings are open to the public and their financials are available to the public and to the City. Their funding from the City can only be used for administrative costs and is not used for projects. He then reviewed some of the current and past grants managed by the EDJPB, including the David Street Station and 33 Mile Sewer Infrastructure, and explained that they just completed an updated version of a Comprehensive Economic Development Strategy which is required to apply for several grants. He then reviewed some of their ongoing sponsorships, including the College National Finals Rodeo and the Eclipse Festival. He summarized the loans and contributions by the EDJPB, most of which are infrastructure projects. Current and past examples he gave included loans or contributions to the Natrona County Airport, WESTECH, Wyoming Truss, RH Farms, Speculative Building, WYDOT Interchange Contribution, Wyoming Contractor's Association Regional Training, Casper Crude to Rail, and Boise Cascade. He then discussed some technology issues that the community has, including a lack of redundancy which is a necessity for many businesses and has led to businesses leaving Casper or not considering Casper as a place to locate.

Mr. Pepper then stated that the EDJPB contracted with professional economic developers, CAEDA (Casper Area Economic Development Alliance), in order to improve economic development in Casper. He introduced Charles Walsh, CEO of CAEDA, to elaborate on these efforts. Mr. Walsh began by describing CAEDA's 2017 goals, key metrics, and growth strategies. The strategies included focusing on four primary industries of energy, medical,

advanced manufacturing, and finance. He explained how CAEDA works with leaders of these industries to help promote and grow them within Casper. He described how CAEDA leverages its funds and expertise to achieve economic development and industry growth in Casper and how performance metrics for CAEDA should include leverage metrics for this reason. He then described CAEDA's plans for 2017.

Councilmember Laird stated that he would like to see specific budgets outlining what the City's funding is being used for. Mayor Humphrey asked for the total amount that has been given to the DDA (Downtown Development Authority) through the EDJPB and CAEDA. Mr. Pepper responded that no money has been given to the DDA through the EDJPB, only staff support. Mr. Walsh responded that CAEDA gave \$100,000 and staff support to the DDA, and the other \$1M came from State grants. Mayor Humphrey stated that she would like to know EDJPB's project information including funding and amount spent for each project. Councilmembers Pacheco and Hopkins responded that they are EDJPB board members and receive that financial information quarterly. Councilmember Hopkins stated that he can distribute that information to Councilmembers. City Manager Napier discussed what Council is specifically looking for from the EDJPB budget and stated that he will get together with them to gather this information for Council.

Councilmember Laird discussed conflict of interest concerns with Councilmembers sitting on various boards. Council then discussed implementing a tracking mechanism and reporting expectations for organizations that are funded by the City and decided to put that on a work session agenda. Mayor Humphrey stated that leadership meets with CAEDA monthly and each Councilmember will have the opportunity to attend those meetings moving forward. This will be done on a rotation schedule.

Next, Mayor Humphrey introduced Kevin Hawley, Executive Director of the Downtown Development Authority (DDA). He discussed the money that has been invested in downtown and the management of the parking garage. He stated that the DDA manages the parking garage and has a contract that requires reports, which they have been providing to the City Manager's Office. He then discussed the progress on the David Street Station and upcoming events and said that Phase 2 will be starting soon with a projected opening in 2018.

Councilmember Powell asked for a breakdown of how the \$3M contribution from the City was spent. Mr. Hawley responded that this was One Cent funding and the specific financials have been provided to the City and could be emailed to Councilmembers. Mr. Hawley then discussed property acquisition and explained that public funds cannot be used to pay for property above the appraised value, and anything that was paid above appraisal was paid with private donor money. Councilmember Huckabay asked if the DDA is planning to readdress the possibility of implementing a TIF (tax increment financing) with more options, and Mr. Hawley described the benefits of a TIF. Councilmember Morgan asked about wayfinding projects, and Mr. Hawley stated that if any wayfinding signage is installed it will be a small project downtown. Mayor Humphrey asked for specific financials, and Councilmember Powell stated that he can provide that. Mayor Humphrey asked for a detailed five-year history of the allocations that have been

made to the DDA by the City including through leases, land use, and cash contributions. Mr. Hawley replied that this will be provided, but will not include anonymous private donors.

Next, City Manager Napier introduced Jolene Martinez, Special Projects Coordinator, and Matt Hahn, Regional Fisheries Supervisor for Wyoming Game and Fish and member of the Platte River Revival Advisory Committee, to update council on the Platte River Restoration Project. Mr. Hahn began by giving a background on the project and explained the many improvements that it addresses including infrastructure, storm water mitigation, flooding, water quality and water pollution mitigation. He then described the three parts to the project including: volunteer day; riparian area and adjacent uplands restoration; and in-river construction. He discussed some of the infrastructure issues that need to be addressed including bank erosion and storm water drainage. He explained that the Morad site had these issues and after restoration now has stable banks, wetland areas, and narrower depth which will help with flood mitigation. He then reviewed how the project is funded including State funding, capital funds and private donors.

Mr. Hahn explained how the project addresses public safety concerns by helping to prevent flooding and helping the river's efficiency. He then discussed the contractor that was hired for the project and explained that this type of work requires expertise in river restoration, and for that reason an out of state contractor was hired. Ms. Martinez stated that the work has been excellent and Game & Fish studies have shown good progress. She added that much of the equipment was purchased locally and many of the laborers were hired locally.

Next, City Manager Napier introduced Andrew Beamer, Public Services Director, and Tom Brauer, with CEPI (Civil Engineering Professionals, Inc.), to discuss the Casper Stormwater Utility (SWU) Implementation Project. Mr. Brauer explained the magnitude of the stormwater system and that it is similar in size and infrastructure to the sanitary sewer system in Casper. He then reviewed the funding sources for the stormwater system, including capital, one-cent, and operations and maintenance funding from the sanitary sewer system. The City is responsible for repair and maintenance of the stormwater system, but there is no dedicated funding source for it at this time. He described some of the benefits that a stormwater system provides, including protecting public and private property and assets; clearing the way for pedestrian and vehicular traffic; and maintaining emergency service access. The system currently has an aging and undersized infrastructure due mainly to the lack of funding.

He then reviewed the 2013 Stormwater Management Master Plan Results which included 42 capital improvement projects with an estimated construction cost of \$46M. CEPI has done an analysis and concluded that the best solution to pay for these costs is to implement a SWU. He described the proposed rate structure and explained that the utility would be based on usage and square feet of impervious area, which would be an average of \$5.50 per month for residential properties, \$37.00 per month for non-residential properties, and \$31.00 per month for churches, schools, and government properties. He explained that this would be an enterprise fund like all other utility costs and is not a tax. The total anticipated revenue would be \$2.38M, which would pay for the necessary capital improvements and operations and maintenance costs associated with the stormwater utility. He stated that this is important because it prevents flooding and prevents high amounts of contaminants from flowing directly into the river.

Mr. Brauer described the current SWU State statutes, which would allow the City to implement a SWU to pay for these costs by ordinance, but following passing of the ordinance, an election would be required to approve the SWU. He stated that the City could either put forth a ballot initiative which would include educating residents or could lobby the State legislature to eliminate the election requirement in the statute. Council discussed options for paying for Capital projects that are necessary for this system and discussed that if selenium levels are high in the river, the EPA (Environmental Protection Agency) could attribute this to the aging stormwater system. Mr. Beamer stated that Mr. Pat Sweeney, member of the Wyoming State House of Representatives, expressed that he would help advocate for a change in the State statute. Council gave their thumbs up to Representative Sweeney to pursue this course of action, and Councilmember Powell stated that he would advocate this change with WAM (Wyoming Association of Municipalities) as well in order to obtain their support.

Next, City Manager Napier introduced Sergeant Scott Jones to update Council on downtown street closures during the eclipse. Sgt. Jones stated that the current parking closures block off a large area of downtown during the eclipse festival, and that although this would be beneficial for emergency response, it will have negative impacts on surrounding neighborhoods and downtown businesses. Due to these negative impacts, staff proposed some alternative options which included eliminate the parking restrictions, except at the intersection between Yellowstone and 2nd Street, and limiting parking around the area around David Street Station to allow for pedestrian traffic. Sgt. Jones stated that there would still be a central location for a command site and David Street in the front of the Hall of Justice will be closed and reserved for emergency service vehicles only. Barricades will also be pre-staged at intersections and will be available for use on short notice. Part of 2nd Street will still be closed to vehicles and Conwell Street will be open to allow for ambulance traffic. He stated that some of the changes may require Council to authorize the Chief of Police or City Manager to approve them, and City Attorney Luben stated that he will look into this and explained that the parking manual can be amended by resolution. Council gave their thumbs up to move forward with the new plan for parking downtown during the eclipse.

Next, Council discussed the public comment process at the end of Council meetings. Council discussed several options and decided to keep the time limit at five minutes for speakers and to reduce it to three minutes if there are several speakers for the same topic. Council also decided that they will not comment during public comment or public hearings and will only ask questions for clarification purposes during this time; comments will be reserved for discussion for public hearings and around the table for public comment. Council also discussed options for aiding in making meetings and work sessions more efficient. They decided to schedule time slots for work session agenda speakers with a set amount of time for each topic and to change the order of work session agenda items. Moving forward, the agenda review and City Manager report will be discussed first, followed by presentations related to action items, and informational updates will be scheduled last. Council directed staff to draft a resolution that includes these changes for approval at a Council meeting.

Council decided to postpone the following agenda items: Authorizing Temporary Parking Lots During the Eclipse, City Manager Report, Future Agenda Review, and Council Around the Table.

Mayor Humphrey adjourned the meeting at 8:19 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor