

COUNCIL WORK SESSION

Tuesday, October 25, 2022 at 4:30 p.m.
City Hall – Council Meeting Room

AGENDA

1. Council Meeting Follow-up
2. Transit Stop and Signage Update
3. Station #1 Design
4. 1%#17 Community Projects Process
5. Agenda Review
6. Legislative Review
7. Council Around the Table

Mayor Pacheco called the work session to order at 4:37 p.m. with the following Councilmembers present: Cathey, Gamroth, Engebretsen, Sutherland, McIntosh, Humphrey, Pollock, Vice Mayor Knell, and Mayor Pacheco.

1. Council Follow-up

There were no items to discuss for follow-up.

2. Transit Stop & Signage Update

City Manager Napier introduced Liz Becher, Community Development Director, to update Council on the Transit Division. Ms. Becher stated that part of the master plan and Council goals was to update the dispatch software, improve branding, and update signage. The first phase of the new signs and wraps will occur in the next few weeks. There are volunteer groups that have sponsored bus shelters and they will help to maintain the shelters. Community service is also assigned to shovel the shelters on snow days, and drivers have ice slicers on board as well. Ms. Becher also reviewed updates to the route maps, including the State Office Building. She stated that routes will be reviewed on an annual basis to ensure that needs are being met. Bar Nunn is currently only being served with the Assist Bus, and would need to apply for grants if they want to be part of the fixed routes. Council discussed the possible need for a Ford Wyoming Center stop in the future for high demand events.

3. Station 1 Design

Next, City Manager Napier discussed funding a project for the Fire Station No. 1 Design. He briefly described the history of the project, stating that the original proposal included \$1M in one cent money to set aside for design and potential land acquisition to get the project rolling, but it was taken out of the final resolution. Council, however, did ask that staff present on the project. Fire Chief Black then discussed the history of the fire station projects, with Fire Station No. 1 being the last station after the other four were remodeled with one cent funds over the last few years. Fire Station No. 1 is the biggest and busiest station. In 2019, WSKF Architects recommended having Station No. 1 and Fire Administration together and estimated \$12-14M for the project. In 2022, their estimate has increased to \$12.7-23.3M. He then reviewed the reasons why the Fire Department needs a new Fire Station No. 1, explaining that service demands are

increasing every year, but the current Station No. 1 has no room to grow. The building is also aging and will need to have windows, parking lots, roof, etc. replaced along with removal of asbestos and black mold. The building is also not conducive to public engagement. There is also a service gap with the movement of Station No. 2 and the current building does not include protective engineering, private bunk rooms, and there is a lack of room to pull out apparatus.

Council discussed that one of the ideologies behind purchasing the Casper Business Center for the Police Building was that Fire administration could be located there. Chief Black responded that administration is planning on moving into the Casper Business Center, but would like to engineer Fire Station No. 1 for moving them there in the future if needed. Vice Mayor Knell also asked why a previous design could not be used for the architecture of Station No. 1, to save on design costs, and Chief Black responded that this may be a possible way to reduce costs. Council also discussed that they would like to pick a location for the new station that would fill the service gap without creating another service gap.

City Manager Napier stated that it would be appropriate to look at existing designs to apply to Station No. 1, and stated that closing the service gap would be a goal in finding an appropriate piece of land. He also stated that staff can come back with design costs and land options. To pay for the project a tax proposal will be considered, and a construction and land proposal will need to be included with that. Phasing of the project will also be considered. Council discussed that most of the calls for fire are medical, and there need to be conversations with the hospital to promote greater participation in calls. Council gave their thumbs up for staff to continue doing homework on land possibilities and design costs.

4. One Cent Project Process

Next, City Manager Napier introduced Fleur Tremel, Assistant to the City Manager/City Clerk, to discuss the One Cent #17 service agency allocation process. Ms. Tremel stated that \$2.25M was set aside in the One Cent resolution, and reviewed the proposed schedule for applications and allocations for funding for the agencies. The goal would be to have the applications, presentations, eliminations, funding decisions, and contracts done by May/June, so that funding can begin in July with the fiscal year. She asked that Council provide direction on the schedule as well as the role for staff for things like screening applications.

Council discussed the types of questions that they want to ask the agencies, including how will the funding support and align with City/Council goals, how they fill gaps within City services, other funding sources, ability to leverage the one cent money, capital vs operational requests, and the allocation schedule requested. Council discussed changing the model so that it occurs more often than every four years. City Manager Napier suggested aligning the cycle with the two-year cycle of Council elections, so that it can align with the Council goal setting process. Council discussed building flexibility into the process, so some agencies could get a four-year allocation if it is more appropriate. Council also discussed that they would like the agencies to give updates to Council on how they are using the funding and the impact that it is having. Council gave their thumbs up to waiting until the new Council is seated to make any application decisions and to update the reporting and funding cycles, while still building flexibility into the schedule for some allocations.

5. Agenda Review

Next, Council reviewed the agendas for upcoming regular Council meetings and work sessions. Council discussed that they do not feel the need to discuss the One-Way to Two-Way conversion unless a source of revenue is identified in the future.

6. Legislative Review

There were no legislative items to discuss.

7. Council Around the Table

Next, Council went around the table to discuss their respective board and committee meetings as well as matters of public interest.

The work session was adjourned at 7:09 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Ray Pacheco
Mayor