

COUNCIL WORK SESSION
Tuesday, May 10, 2016, 4:30 p.m.
Casper City Hall
Council Meeting Room

AGENDA

1. Sewer Line Warranty Program (Andrew Beamer)
2. Casper Housing Authority Update (Kim Summerall-Wright)
3. Agency Funding – Part II (Liz Becher, Fleur Tremel)
4. Issuance of Additional Retail Liquor License (Tracey Belser)
5. City Manager Report
6. Future Agenda Review
7. Council Around the Table

May 6, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Bruce Martin, Assistant Public Utilities Manager *BM*

SUBJECT: Sewer Service Line Warranty Program

Recommendation:

Staff is seeking Council's direction on the Marketing Agreement between the City of Casper and Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America (SLWA).

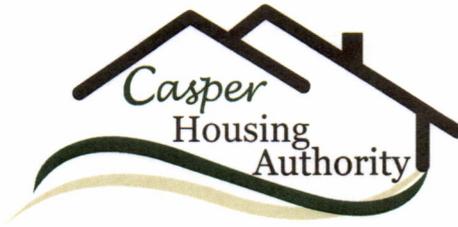
Background:

The City of Casper serves over 20,000 domestic and commercial water and sewer customers. In accordance to the Casper Municipal Code, the sanitary sewer service line, including the customer fitting to the public sewer main, is the sole responsibility of each customer to own, operate, and maintain.

The City of Casper, through an August 21, 2012 Marketing Agreement, agreed to cooperate with SLWA in marketing SLWA's services to City residents and home owners. SLWA offers a voluntary, external sewer line warranty that would potentially cover some of the homeowner's expenses related to sewer line repairs or replacement. As the administrators of the warranty program, SLWA is responsible for marketing, billing, customer service, and performing all repairs to local code, through the use of local contractors. The City agreed to grant SLWA a non-exclusive license to use the City's name and logo on marketing materials to be sent to Casper residents from time to time to be used in advertising, all at SLWA's sole cost and expense.

The program, while viable, has continually caused confusion as to the City's level of involvement. Over the past four years, and particularly following SLWA mailings to Casper citizens, City staff has had to field numerous inquiries from citizens. Typical inquiries include; "Is this program a scam?", "Is this a City program?", "Do I need this coverage?" etc. The distinction between the City's agreement to cooperate with marketing, and its perceived involvement, is not clear and is of concern to our citizens.

In the past, SLWA has indicated that they would not offer the program to Casper homeowners without the City's endorsement. The City has a renewal option on the marketing agreement by providing advance written notice within 90 days of the renewal date.



Healthy Homes Healthy Families

TO: His Honor, the Mayor, and Members of City Council
FROM: Kim Summerall-Wright, Casper Housing Authority
SUBJECT: Outside the Box – The New Casper Housing Authority

Recommendation:

No recommendation.

Summary:

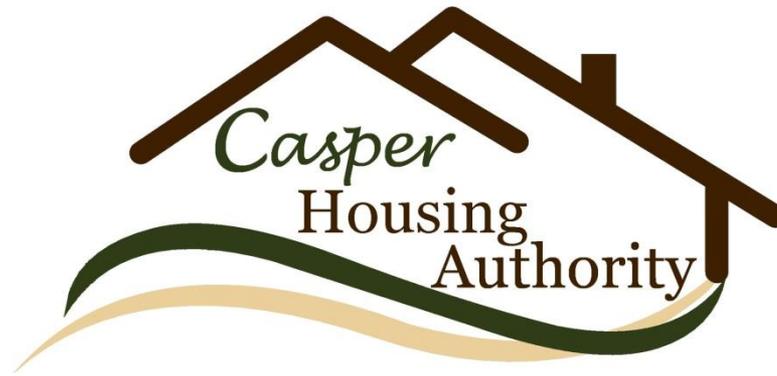
The Housing Authority of the City of Casper has gone through a transformation in the past 3 years. Following the latest innovative ideas from the Department of Housing and Urban Development, CHA has stepped forward as a catalyst for change and a voice for those in need in our community.

Find out who and what the Casper Housing Authority is today, and the new approach to addressing the need for safe, affordable housing in Casper, Wyoming.



145 North Durbin, Casper, Wyoming 82601-7123
Phone 307-266-1388 Fax 307-237-4869 www.chaoffice.org





Housing Authority of the City of Casper

Outside the Box

Mission Statement

The Casper Housing Authority provides quality affordable housing that is well integrated into the fabric of neighborhoods and serves as a foundation to improve lives and advance resident independence.

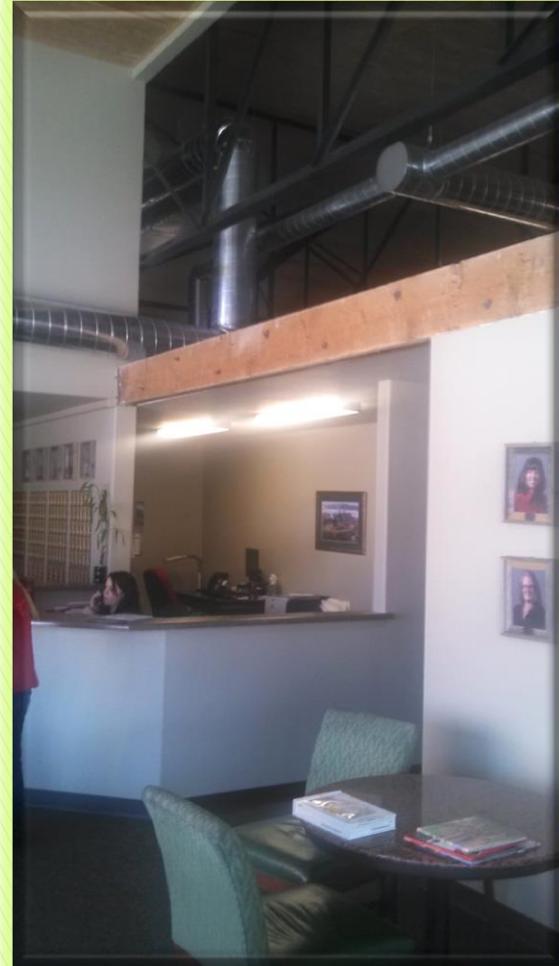
A Permanent Foundation



1st Revitalization Project



Reuse – Barn Doors



Preservation – Existing
Brick and Beams



211 Mailboxes >>

- 100 Voice Mail Bank
- Computer Lab
- Public Phone System

Housing Program Update

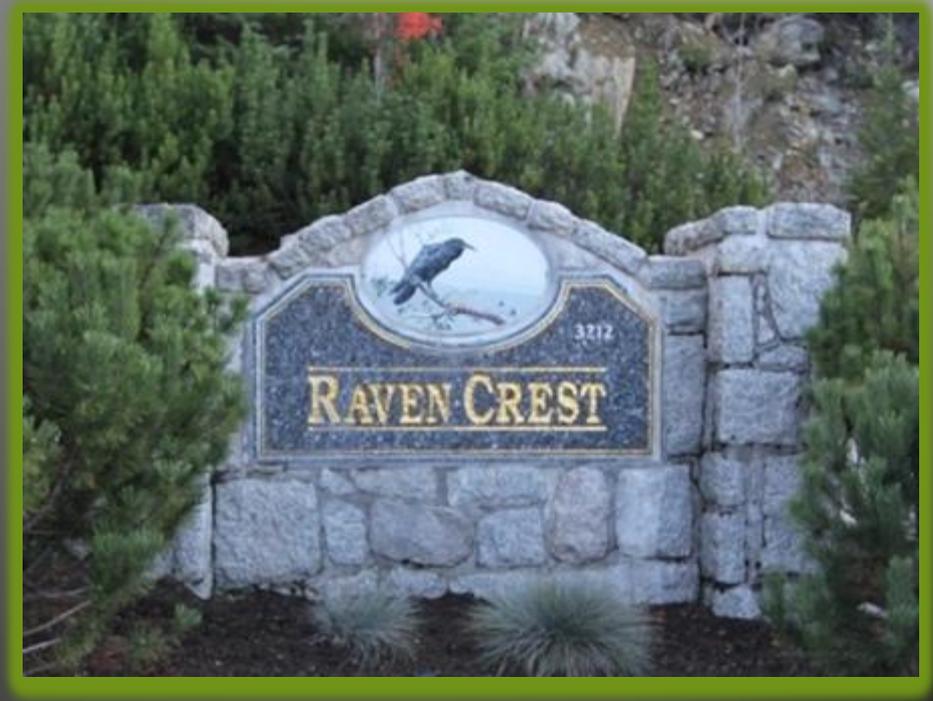
- ▶ Section 8 – Housing Choice Vouchers
 - 96% Utilization
- ▶ Veterans Vouchers – HUD/VASH
 - 40% Increase
- ▶ Windy City – Elderly/Disabled
 - Shared Housing Project



Housing Program Update

▶ Public Housing

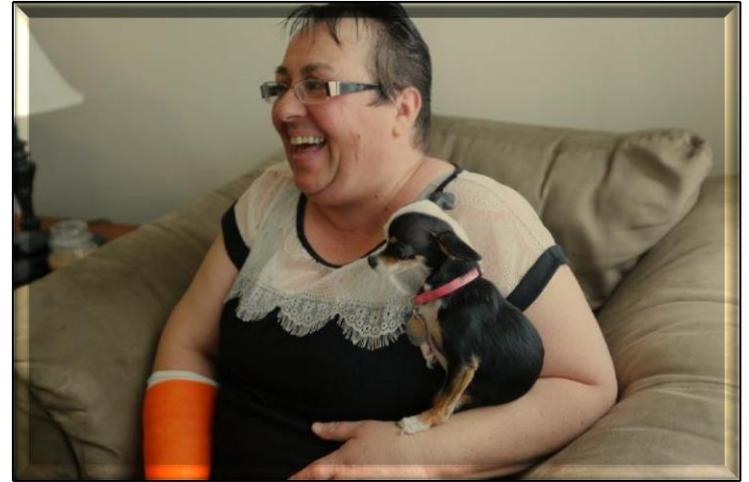
- 75 Scattered Site Housing Units
- RAD
 - Rental Assistance Demonstration Project



Housing First

- ▶ Shared Housing
- ▶ Single Room Occupancy
- ▶ Scattered Sites

- ▶ CHA Case Management Team
 - Social Workers Association of America – Wyoming
 - 2014 Agency of the Year



Housing Development

Star Apartment Renovation Project



CentrePointe >>

Revitalization Project – 50 New, Large 1 and 2 bedroom units
Funding Sources – 1%, Low Income Tax Credits, HOME Funds



Reuse

Reuse of original Brick in the new structure



Star Garage >>

Repurpose to CentrePointe Parking Lot

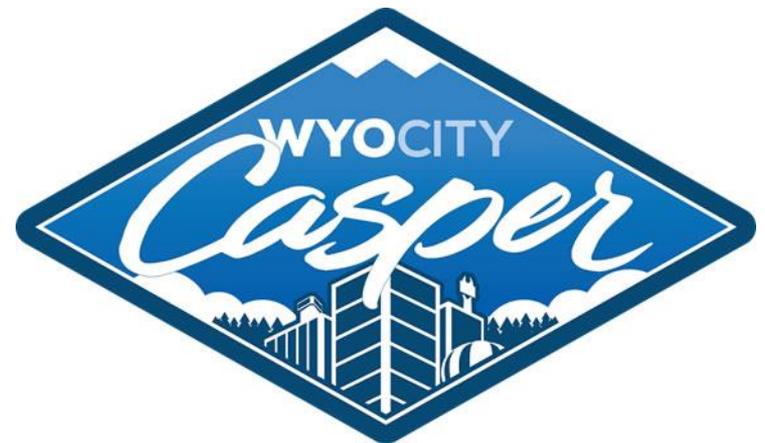
Housing Development

▶ CentrePointe

- Star Apartments – Revitalization Project
- 50 One & Two Bedroom Units
 - 1% funding
 - Low Income Housing Tax Credits – LIHTC
 - HOME Funds
 - Star Garage – Parking Lot

▶ Raven Crest

- 100 Unit New Build
- RAD Project
- Mixed income



Life Steps Campus

Renovation Project



Building K – Dining & Commercial Kitchen >>

Department of Housing & Urban Development/CDBG

City of Casper 1%





Roofing Project

- ▶ City of Casper



Building E – Heating System Replacement >>

Department of Housing & Urban Development/CDBG

Building D – Housing First Project



- ▶ Department of Housing & Urban Development/CDBG



Building H Renovation >>

City of Casper 1%



YOUR OPTIONAL 1% FUNDS AT WORK
THANK YOU

Building C Renovation



- ▶ Department of Housing & Urban Development/CDBG
- ▶ City of Casper 1%





Life Steps Campus Community Garden >>

City of Casper 1%

Partners: Wyoming Food for Thought Project



YOUR OPTIONAL 1% FUNDS AT WORK
THANK YOU

Outreach

Local Partners & National Initiatives

Local Partnerships



Special Events



Localicious



Winter Farmers Market



Community Outreach



Easter Egg Hunt



Turkey Drive



Cole Creek Fire



Toy Drive



National HUD Father's Day Event



To promote Family cohesion, involvement of Fathers and bring families together with services



Empowerment & Responsibility

► Results:

- 6 Families Bought their 1st Home
- GED Graduates
- 4 College Graduates
- 2 Business Starts
- Over 600 Casper Families Housed
- 40% Increase in Veteran Housing
- \$36M in Housing Development
- Housing First Initiative
- 70% utilization rate – the HUB





Casper Housing Authority »»

Casper Strong!

May 6, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Liz Becher, Assistant City Manager / Community Development Director 
Fleur Tremel, Deputy Assistant City Manager

SUBJECT: Council Update about the Agency Funding Programs in the City – Phase 2

Recommendation:

Staff is seeking Council's further direction on the protocols, reporting recommendations, and funding philosophies for the various Agency Funding programs within the City of Casper.

Summary:

In April, staff presented an overview of the four (4) agency funding programs currently in place with the City and sought Council's direction on new protocols and reporting recommendations that they had prepared to oversee the programs going forward. The four agency funding programs are Specific Entity Funding, Optional One Cent Funding, and Community Promotions, which receive direct funding from the City, and City Branch Agencies, which have received financial assistance from the City for specific programs and projects.

The Council was supportive of the new protocol and reporting initiatives and offered some additional suggestions which included,

- Adding Economic Development as a category identifier;
- Including the "criteria for eligibility" on the application form so that the agency, and Council, understand what the City is legally able to fund;
- Requiring the agency to fill out on the specific program application whether they are receiving funding through one of the other City agency programs; and,
- Changing the Specific Entity Funding and Optional One Cent Funding agency agreements to a Contract for Professional Services which would make the agencies actual contractors with the City.

Phase 2 of this Agency Funding Update will provide a financial progress status of each program, summarize the progress by category identifier, and estimate the percentages of administrative versus program expenses by agency. The protocol and reporting recommendations discussed at the previous work session will be highlighted again.

In summary, staff recognizes the importance of these Agency Funding programs to the City and welcomes Council's input.

April 25, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Tracey L. Belser, Support Services Director *tlb*
Linda Carlson, Assistant Support Services Director *lc*
Carla Mills-Laatsch, Customer Service Supervisor *cmj*

SUBJECT: Consider Accepting Applications for Additional Retail Liquor License

Recommendation:

That City Council considers proceeding with an application process for the additional Retail Liquor License available as a result of the 2015 revision of the City of Casper population. Furthermore, this Retail Liquor License is recommended to be used as a development incentive with transfer and location restrictions being placed on the license to coincide with Council goals of fostering growth and prosperity of the City's downtown area. The open application process is recommended for a thirty (30) day time period, after which the qualifying applications shall be evaluated and considered for assignment by City Council.

Summary:

In Wyoming, the number of Retail, Bar & Grill, Micro-brewery and Winery Liquor Licenses authorized to be issued by local governments is determined by the population of the city, town or county. Between the ten-year censuses, a mid-decade evaluation is conducted to estimate the populations of Wyoming local governments. They are evaluated by the Wyoming Department of Revenue – Liquor Division to determine the number of liquor licenses available for issuance.

In 2010, an additional Retail Liquor License was issued to the City of Casper. The City Council issued Retail Liquor License Number 36 to Urban Market Wines, LLC in 2014, with conditions and restrictions that bind to all owners, or successors, as well as all operations under said license. This license is restricted to 319 West Midwest and is not eligible for transfer to any other location. Its use on real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper. Upon termination of the use of this Retail Liquor License by the applicant, this Retail Liquor License shall revert, and become the property of the City of Casper. The conditions and restrictions shall continue to attach to and bind said license and owners, transferees, successors or assigns until removed by formal action from City Council. These

restrictions were placed on the license to bolster the development of the Old Yellowstone District.

In May of 2015, at the mid-year census, an additional Retail Liquor License, and an additional Bar & Grill License were issued to the City of Casper. Council decided at that time that the Retail Liquor License would be set aside to evaluate how to best ensure the issuance would incentivize development and continue to retain the benefits of the License. The additional Bar & Grill License was assigned to Marco's Coal Fire Pizza d.b.a Racca's Pizzeria Napoletana located at 319 West Midwest in the Old Yellowstone District in September 2015. A table of the number of all liquor licenses types authorized for the City of Casper is attached.

Bar & Grill Liquor Licenses

When the Bar & Grill Liquor License type was originally authorized by the Wyoming Legislature in 2006, the issuance process was an ongoing application process with applications accepted anytime applicants chose to apply as long as licenses were available. For these licenses Council adopted issuing preference criteria. The section of the Casper Municipal Code containing those criteria follows:

508.285 – Bar & Grill liquor license issuance, council authority, criteria and restrictions.

- A. Subject to availability, restaurants, as defined by subsection 19 of Section 5.08.010 of this chapter, may be licensed by the city council under a Bar & Grill liquor license. In addition to the application requirements required by this chapter, the license applicant shall submit a valid food service permit issued by the state of Wyoming upon application. Criteria that may be considered by the city council in determining to whom any such license may be issued may include, but is not limited to the following:
1. The location of the proposed business is in an area: (1) in need of redevelopment; (2) officially designated as an urban renewal area; or (3) that has been identified as being under served by food and beverage services.
 2. The issuance of the license will contribute to economic development goals or purposes of the city.
 3. Whether the applicant will be investing in the construction of a new structure or will otherwise be materially and substantially updating a current building.
 4. If the applicant's business is a new business, the number of new jobs reasonably estimated to be created, or if an existing business, the number of new or additional jobs that will reasonably be created by use of the Bar & Grill liquor license.

The clear focus of the issuance criteria for Bar & Grill Liquor Licenses as specified in paragraph 2 above, was to use the licenses as development incentives for the community.

Applications for Bar & Grill Liquor Licenses have been accepted as long as there were unissued licenses available and whenever an applicant identified a desire to obtain a license.

Retail Liquor License

As was for the issuance of the Bar & Grill Liquor Licenses, using liquor licenses as a development incentive also applied for the issuance of the additional Retail Liquor License authorized for the City of Casper as a result of the 2010 census. Transfer and location restrictions were placed on that license to bolster the development of the Old Yellowstone District.

Staff recommends that City Council continue utilizing the available Retail Liquor License for issuance as a development incentive. Staff is seeking authorization from the City Council to accept applications for the additional Retail Liquor License and any preferences the Council develops to guide applicants.

Initial allocation was for 4 Bar & Grill licenses – 2006
Additional allocation of 3 licenses (for a total of 7) – 2011
Additional allocation of 1 license (for a total of 8) – 2015

Key Dates

05/08/2006 Work Session – discussion of requirements/issuance. City will be able to issue 4 Bar & Grill licenses. *attached work session minutes and packet materials*

09/19/2006 Municipal Code amended to allow for issuance of Bar & Grill license Ordinance No. 33-06

02/17/2009 Fee structure changed Ordinance No. 01-09 (\$10,500/\$7,500,\$5,000 thereafter)

03/24/2011 Work Session – new census figures would allow the City of Casper to issue an additional 3 Bar & Grill liquor licenses *attached work session minutes* (packet addressed fees but not allocation)

07/11/2011 Work Session – discussion of the recently allocated Bar & Grill licenses, how to distribute (one/ward) but no changes to be made to existing fee structure *attached work session minutes and packet materials*

03/06/2012 Fee structure changed Ordinance No. 9-12 (\$10,500/\$3,000 thereafter)

12/04/2012 Tidy up of Section 5.08.295C/5.08.285C Ordinance No. 32.12

06/18/2013 Smoking in public places referenced Bar & Grill license Ordinance No. 15-13

07/15/2015 Work Session – discussion of recently allocated Bar & Grill license and Retail Liquor License *attached work session minutes*

Date of Issuance

8/7/2007 Dsasumo

5/20/2008 On the Border

9/01/2009 Olive Garden

1/17/2012 J's Bar & Grill

6/5/2012 Famous Dave's Bar-B-Que

11/20/2012 Screamin' Hot Wyoming d.b.a Buffalo Wild Wings

5/21/2013 The Fort

9/2/2015 Marco's Coal Fire Pizza

	2015 Population	Retail Licenses Authorized	Retail Licenses Issued	Retail Licenses Available	Restaurant Licenses Authorized	Restaurant Licenses Issued	Bar & Grill Licenses Authorized	Bar & Grill Licenses Issued	Bar & Grill Licenses Available	Limited Retail Licenses Issued	Resort Licenses Issued	Micro- brewery Permits Authorized	Micro- brewery Permits Issued	Winery Permits Authorized	Winery Permits Issued	Malt Bever age Permit	Distillery/ Winery Satellites Issued
Casper	60,086	36	36	1	Unlimited	22	8	8	0	9	4	36	2	36	0	0	1

(d) Includes 1 annexed December 1, 2006 - Currently Retail #12 Firerock Steak House

COUNCIL WORK SESSION
Monday, May 8, 2006, 4:30 p.m.
Casper City Hall

AGENDA

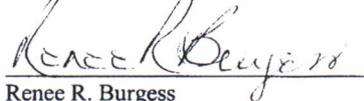
1. Rotary Park Project – Gene Theriault
2. Bar and Grill Liquor License Guidelines
3. Optional 1%#13 Sales Tax Projects
4. Sale of Wyoming Cavalry Interests
5. State Land and Investment Board Projects
6. Voice Over Internet Project
7. WAM Voting/Alternate Delegates

The meeting was adjourned at 7:45 p.m.

ATTEST:


V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation


Renee R. Burgess
Mayor

COUNCIL WORK SESSION
Monday, May 8, 2006, 4:30 p.m.
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1. Rotary Park Project – Gene Theriault
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COUNCIL WORK SESSION
Monday, May 8, 2006, 4:30 p.m.
Casper City Hall

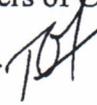
MINUTES

Casper City Council met in work session at 4:30 p.m., Monday, May 8, 2006. Present: Councilmen Bertoglio, Daubin, Fagan, Opella, Padgett, Whalen and Mayor Burgess. Absent: Councilmen Peryam and Sarosy.

The first item on the agenda was a presentation by Gene Theriault regarding the proposal by the Casper Rotary Club to develop additional amenities in the area adjacent to the community playground developed by Rotarians in Crossroads Park. Gene updated the Council on plans for Phase II of the park, which will include three small picnic shelters located to the north of the playground. Additional trees will also be planted to provide shade. Phase III includes construction of a large pavilion that would be able to seat up to 250 people at picnic tables. The first step in constructing the pavilion will be to install a large concrete pad sometime in the fall. The rest of the structure will be constructed as funds and volunteers are available. Council gave their support for this project.

City Manager Forslund asked Council to reconsider possible guidelines for the award of the 4 new bar and grill liquor licenses recently approved by the legislature. Council agreed that at least two licenses should be reserved for the downtown and urban renewal area. They also discussed the need to make all of the licenses available for new businesses so that they could be part of an economic development incentive program. Additional requirements for award would be based on the creation of new jobs, the financial investment in a new or remodeled structure, the type of business and whether it would be expanding choices for the type of restaurants available in the community. Council also indicated that they would consider adopting a fee schedule for this type of license that would be tied to the growth in income generated or liquor sales to escalate gradually to a higher level of annual fee. Council asked staff to prepare some draft guidelines for future consideration with the intent that the ordinance would be in effect by July 1, 2006.

March 28, 2006

MEMO TO: Her Honor, The Mayor, and Members of City Council
FROM: Thomas O. Forslund, City Manager 
SUBJECT: Bar and Grill Liquor Licenses

The Wyoming State Legislature recently adopted a new category of liquor licenses, known as bar and grill licenses. A business is eligible to receive a bar and grill license if the proceeds from the sale of their product is at least 60% from food sales.

The number of new licenses granted to each community is based on population. The City of Casper will be entitled to 4 new licenses. Under this new category of license, the City can charge an annual fee of between \$1,500 and \$10,000. And, in the event that a holder of this license decides to sell the business, the ownership of the license reverts back to the City, thereby allowing its re-issuance to another business. This provision was put into place in an attempt to discourage the escalation of value of the license.

It is requested that the City Council look at what criteria should be established for the issuance of these new licenses. For example:

- Should the licenses be targeted for issuance in a certain section of the community?
- Should the licenses be issued to a particular type of business?
- Should the licenses be issued to existing businesses, or reserved for new businesses?

The licenses will not become available to Casper until July 1. This will allow time for revisions the Casper Municipal Code to establish requirements for the issuance of this type of license.

If you have questions or concerns, please let me know.

COUNCIL WORK SESSION
Thursday, March 24, 2011, 4:30 p.m.
Council Meeting Room
Casper City Hall

AGENDA

1. Executive Session – Contract Negotiations
2. FY 12 Council Goals
3. Bar and Grill License Fees
4. Matching Grant Program for Improvements to Facades to Buildings Located in the Old Yellowstone District/South Poplar Street Corridor, and in the Downtown Business District
5. Conference Center Requests for Letters of Interest
6. Classification and Compensation Plan Study

COUNCIL WORK SESSION
March 24, 2011

MINUTES

Casper City Council met in work session at 4:35 p.m., Thursday, March 24, 2011. Present: Councilmen Boster, Brauer, Daubin, Goodenough, Holloway, Meyer, Sarosy, Schlager and Mayor Bertoglio.

At 4:36 p.m., it was moved by Councilman Boster, seconded by Councilman Sarosy, to adjourn into Executive Session to discuss contract negotiations. Motion passed unanimously.

At 4:45 p.m., it was moved by Councilman Sarosy, seconded by Councilman Boster, to adjourn the executive session. Motion passed unanimously.

Proceeding with the work session, the next item on the agenda was a discussion of the draft goals developed during the March 10, 2011, Council retreat.

Councilman Sarosy suggested that the reference to “community promotions” be deleted from the goal relating to leisure services facilities and operations.

In response to Councilman Daubin, Acting City Manager Witko noted that staff was trying to narrow the focus on goals, so there was very clear direction on what could be worked on during the FY12 budget preparation process. Another goals session can be held at such time as a new City Manager is hired.

Councilman Daubin noted that he would like to add a reference to a four-year Casper College under economic development. Councilman Sarosy stated she felt it could be encompassed under the third bullet relating to communication.

Councilman Boster suggested that the Old Yellowstone District be specifically referenced in the first bullet under the goal relating to economic development. She also would like to see a bullet point under the economic development goal that specifically addresses a four-year college.

Councilman Brauer stated he felt that specificity was not necessary, and would create problems in the future. He noted that the list could be expanded in the future.

Councilman Daubin suggested that the listing become the high priority goals, and the specifics be listed as lower priority goals, similar to the FY09-10 goals listing.

Councilman Boster agreed that Council would more than likely be revisiting the goals in six months, and additional work could be done at that time.

Council Daubin asked that under the third bullet of the goal involving communication, the words “such as CAEDA” be added at the end of the sentence.

Council asked that the goals be brought forward for formal consideration at a future Council meeting, with the amendments relating to the Old Yellowstone District, community promotions and CAEDA proposed by Councilmen Sarosy, Boster and Daubin.

Acting City Manager Linda Witko briefly outlined staff's report as it relates to bar and grill liquor licenses, and, after reviewing the fee survey of various communities in Wyoming, pointed out that the Council may want to consider the following options:

- leave the current regressive fee structure in place;
- amend the current fee structure to lower the annual fees and/or the schedule of decline, with the lowest annual fee being \$1,500 per year;
- adopt a lower flat fee structure, charging no less than \$1,500 per year; or,
- adopt a progressive fee structure, with the fee starting at \$1,500 per year, then increasing to a higher annual fee as the business is established.

Bar and grill liquor licenses, continued Acting City Manager Witko, may be viewed as an important community/economic development tool. Utilizing the licenses as a development tool can be undertaken by specifying the location or conditions under which a license will be issued, as the City Council has done, and or through the fee structure. In conjunction with location or condition specifications, regressive or progressive fee structures may help ensure availability of the licenses for business models for which alcohol serving provisions of the bar and grill license may be key to the development of the business in the community. Otherwise, a restaurant liquor license may suffice. Any fee structure that may be amended will not be in effect until April 1, 2012.

Acting City Manager Witko concluded by stating that no action is being requested at this time -- staff only wanted to inform Council of what other communities doing.

Administrative Services Director V. H. McDonald noted that there is an additional full retail liquor license available to Casper with the new census figures, along with the 3 bar and grill liquor licenses.

Councilmen Goodenough and Daubin noted they would like to lower the fees to something similar of Cheyenne, in order to benefit local start up businesses.

Councilman Daubin stated he feels the licenses should continue to be used as economic development tools in certain areas of the community, but he would also like to use them to target different types of cuisine.

Mayor noted this issue has arisen because one entrepreneur in the community is using a bar and grill license for a business that really is not suited for that type of license. A few modest changes to that establishment would allow the use of a restaurant license.

Mayor Bertoglio asked that staff schedule a time at a June work session to discuss the criteria and fees for bar and grill licenses.

Community Development Director April Getchius briefly discussed the proposed façade/storefront grant program for businesses in the Old Yellowstone and Central Business Districts, noting that the program qualified as an eligible use under HUD's national objective to reduce blight and prevent further deterioration of commercial, residential, and mixed use properties. The purpose of the policy document is to guide the matching grant approval process and program management.

In response to Council, Ms. Getchius stated that:

- the future of Community Development Block Grant (CDBG) funding is a big unknown, but it is felt that the cuts will not be as great as originally stated;
- \$50,000 has been allocated from core expenses, which is the urban renewal in the downtown area;
- an environmental review record is a very cursory review of the facility and property;
- there are restrictions for this part of the program that require the projects to stay within census tracts that are CDBG eligible;

COUNCIL WORK SESSION
Monday, July 11, 2011, 4:00 p.m.
Council Meeting Room
Casper City Hall

AGENDA

1. Executive Session – Potential Litigation
2. Casper Area Economic Development Alliance, Inc.
3. Liquor License Issues
 - New Retail Liquor License
 - Bar and Grill Liquor License Criteria and Fees
4. Street Tree Program
5. Platte River Revival Funding
6. Casper Regional Solid Waste Facility Cells 1 and 2 Expansion
7. Resolution Rescinding Resolution No. 11-146, Approving a “Growth Management Agreement Between the City of Casper, Natrona County, the Town of Bar Nunn, the Town of Evansville, and the Town of Mills.”

June 30, 2011

MEMO TO: Linda L. Witko, Acting City Manager
FROM: V.H. McDonald, Administrative Services Director
SUBJECT: Issuance of Additional Bar and Grill License

Recommendation:

That the City Council confirm the issuance criteria established for Bar and Grill Licenses.

Summary:

During the 2011 Session, the Wyoming Legislature amended the allocation formula that determined the number of bar and grill licenses a municipality can issue. Under the new allocation formula, the City of Casper can issue an additional three licenses as of July 1, 2011, and will have seven such licenses available, with four being issued. (Currently, licenses are issued to Dsasumo, Monsoon Indian Cuisine, Olive Garden and On the Border.)

The City Council established, by ordinance, the following issuing criteria that may be considered by the city council in determining to whom any such license may be issued may include. The criteria includes but is not limited to the following:

1. The location of the proposed business is in an area: (1) in need of redevelopment; (2) officially designated as an urban renewal area; or (3) that has been identified as being under served by food and beverage services.
2. The issuance of the license will contribute to economic development goals or purposes of the city.
3. Whether the applicant will be investing in the construction of a new structure or will otherwise be materially and substantially updating a current building.
4. If the applicant's business is a new business, the number of new jobs reasonably estimated to be created, or if an existing business, the number of new or additional jobs that will reasonably be created by use of the bar and grill liquor license.

In accordance with the above criteria, all applicants are required to provide supplemental information responding to the criteria.

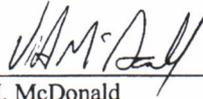
Staff requests that the City Council provide direction as to the desired information to be supplied by applicants relative to the issuing criteria.

Additionally, staff recommends that Council add to the location criteria:

- Areas of a mixed-use neighborhood development proposals
- Locations that promotes development of the riverfront.

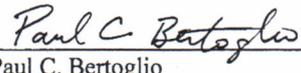
The meeting was adjourned at 6:24 p.m.

ATTEST:



V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation



Paul C. Bertoglio
Mayor

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COUNCIL PROCEEDINGS

July 11, 2011

Casper City Council met in work session at 4:00 p.m., Monday, July 11, 2011. Present: Councilmen Brauer, Daubin, Meyer, Powell, Sarosy, Schlager and Mayor Bertoglio. Absent: Councilmen Goodenough and Holloway.

At 4:02 p.m., it was moved by Councilman Schlager, seconded by Councilman Daubin, to adjourn into executive session to discuss matters of potential litigation. Motion passed unanimously.

Councilman Goodenough joined the meeting at 4:21 p.m.

At 4:29 p.m., it was moved by Councilman Sarosy, seconded by Councilman Meyer, to adjourn the executive session. Motion passed unanimously.

Continuing with the work session, Mayor Bertoglio introduced Bob West, Chairman, and Steve Elledge, Interim President, Casper Area Economic Development Alliance (CAEDA), Inc., who gave a report on the activities of the organization, and responded to various questions posed by Council.

After much discussion amongst Council members, the consensus was to ask that staff proceed with preparation of an amendment to the joint powers agreement to allow for use of the \$1.6 million in Optional 1%#14 Sales Tax funds set aside for economic development by CAEDA. The agreement will be brought forward to a regular Council meeting for formal consideration.

Acting City Manager Witko provided a report concerning the issuance of the new available retail liquor license, and bar and grill liquor license criteria and fees.

Discussion then ensued as it relates to the retail liquor license, with the consensus being that the retail liquor license be held until such time as a decision on a convention center is reached.

Discussion proceeded with bar and grill liquor license criteria and fees, with the consensus being that the three available licenses will be distributed by ward, with one license to be issued in each ward. It was also the consensus to keep the existing guidelines in place, noting that they were not rules, but rather guidelines that may or may not be utilized when considering the issuance of the licenses.

A brief discussion of the fee structure for bar and grill liquor licenses then ensued, with the general consensus being to not make any changes to the existing fee structure at the present time.

Acting City Manager introduced the next item on the agenda as it relates to a proposed street tree program, and Public Services Director Clough provided a brief report.

After some discussion, it was the consensus of Council that the program be moved forward.

Jolene Martinez, Administrative Analyst in the Public Services Department then made a presentation concerning the funding request of \$15,000 for the Platte River Revival. Council agreed to place this item on a regular Council meeting agenda for formal consideration.

Acting City Manager Witko then introduced Public Services Director Clough who provided a report concerning the expansion of cells 1 and 2 at the Casper Regional Solid Waste facility, noting that the contracts involved with the project will be on the next regular Council meeting agenda for formal consideration.

Following resolution read:

RESOLUTION NO. 11-187

A RESOLUTION RESCINDING APPROVAL OF A "GROWTH MANAGEMENT AGREEMENT BETWEEN THE CITY OF CASPER, NATRONA COUNTY, THE TOWN OF BAR NUNN, THE TOWN OF EVANSVILLE, AND THE TOWN OF MILLS."

Councilman Schlager presented the foregoing resolution for adoption. Seconded by Councilman Daubin.

Acting City Manager Witko and Mayor Bertoglio both provided a brief report.

All voted aye to the motion to adopt the resolution pertaining to the growth management agreement. Passed.

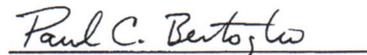
There being no further business, the Mayor adjourned the work session at 7:04 p.m.

ATTEST:



V. H. McDonald
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation



Paul C. Bertoglio
Mayor

June 17, 2015

MEMO TO: John C. Patterson, City Manager
FROM: V.H. McDonald, Assistant City Manager
SUBJECT: Additional Liquor Licenses



Recommendation:

That the City Council authorize acceptance of applications for the additional Retail and Bar & Grill Liquor Licenses (one additional license for each license type) available as a result of the 2015 revision of the City of Casper population, and that the City Council continues issuance of these licenses to contribute to development goals or purposes of the City.

Summary:

In Wyoming, the number of Retail, Bar & Grill, Micro-brewery and Winery Liquor Licenses authorized to be issued by local governments is determined by the population of the city, town or county.

At mid-decade between the ten-year censuses taking times, the estimated populations of Wyoming local governments are evaluated by the Wyoming Department of Revenue – Liquor Division to determine the number of liquor licenses available for issuance by the particular government. Typically, of interest to the local governments is the number of Retail Liquor Licenses and Bar & Grill Liquor Licenses. The City of Casper has been particularly interested the number of Bar & Grill Liquor Licenses authorized because of the popularity of these licenses by establishments that are not interested in retail liquor sales but want the ability to operate a full bar to serve alcohol to complement the establishment's main product, food service.

As a result of the 2015 population estimate, the City of Casper has one additional Retail Liquor License and on additional Bar & Grill Liquor License. A table of the number of all liquor licenses types authorized for the City of Casper is attached.

Bar & Grill Liquor Licenses

When the Bar & Grill Liquor License type was originally authorized by the Wyoming Legislature in 2006, the issuance process was an ongoing application process with applications accepted anytime applicants chose to apply as long as licenses were available. For these licenses Council adopted issuing preference criteria. The section of the Casper Municipal Code containing those criteria follows:

508.285 - Bar and grill liquor license issuance, council authority, criteria and restrictions.

- A. Subject to availability, restaurants, as defined by subsection 19 of Section 5.08.010 of this chapter, may be licensed by the city council under a bar and grill liquor license. In

addition to the application requirements required by this chapter, the license applicant shall submit a valid food service permit issued by the state of Wyoming upon application. Criteria that may be considered by the city council in determining to whom any such license may be issued may include, but is not limited to the following:

1. The location of the proposed business is in an area: (1) in need of redevelopment; (2) officially designated as an urban renewal area; or (3) that has been identified as being under served by food and beverage services.
2. The issuance of the license will contribute to economic development goals or purposes of the city.
3. Whether the applicant will be investing in the construction of a new structure or will otherwise be materially and substantially updating a current building.
4. If the applicant's business is a new business, the number of new jobs reasonably estimated to be created, or if an existing business, the number of new or additional jobs that will reasonably be created by use of the bar and grill liquor license.

The clear focus of the issuance criteria for Bar & Grill Liquor Licenses as specified in paragraph 2. above, was to use the licenses as development tools for the community.

Applications for Bar & Grill Liquor Licenses have been accepted as long as there were unissued license available and whenever an applicant identified a desire to obtain a license.

Retail Liquor License

As was for the issuance of the Bar & Grill Liquor Licenses, using liquor licenses as development tools also applied for the issuance of the additional Retail Liquor License authorized for the City of Casper as a result of the 2010 census. Transfer and location restrictions were placed on that license to bolster the development of the Old Yellowstone District.

Staff recommends that City Council continues utilizing the additional licenses now available for issuance as development tools. Staff is seeking authorization from the City Council to accept applications for the additional licenses any preferences the Council develops to guide applicants.

COUNCIL WORK SESSION
Tuesday, July 14, 2015, Following Special Session
Casper City Hall
Council Meeting Room

AGENDA

1. Community Promotions
2. Noisy Motorcycles & Smoky Diesels
3. Ownership of Sewer Lines West of Airport
4. Greenhouse Feasibility Study
5. Additional Liquor Licenses

Councilman Schlager stated that there had been a successful motorcycle public relations campaign previously and she introduced a citizen that had been involved in that process. Council indicated that the ordinance should proceed to a Council meeting for further consideration and possibly for a public hearing. Although a public hearing is not required in this case, it can occur if Council wishes further public input.

City Manager Patterson stated that the next item of business is a request by the Casper Area Economic Development Alliance for the extension of a sewer line west of the Natrona County Airport.

Noelle Reed and Carrie Gomez, of the Casper Area Economic Development Alliance (CAEDA), as well as Lewis James, of JKC Engineering, were present to provide information about the project. Noelle Reed presented an overview of the project which would provide sewer service to an area not presently being served. CAEDA intends to apply for a Business Ready Community Grant from the Wyoming Business Council to construct the sewer system, and would then turn the ownership, operation, and maintenance of the system over to the City of Casper once constructed. The project would be built to City standards and would not require any City funding to carry out the construction.

Councilman Cathey inquired about the supervision of construction and the level of involvement the City should have during the project. David Hill, Public Utilities Director, described a similar situation in which the Casper Logistics Hub was also developed using a grant from the Wyoming Business Council and involved different entities. He stated that the City was involved throughout the project and everyone was very comfortable accepting the final product.

Councilman Sandoval asked if the line would be designed for potential growth. David Hill began to describe the design, and Lewis James provided further information using a map for reference. Mr. James also stated that because the line would be overbuilt initially, FabTech would likely need to periodically flush the lines with water to prevent corrosion.

Mayor Powell asked if those that tied into the line after the completion would be annexed. City Manager Patterson indicated that they would not, unless the location was contiguous to the City. David Hill stated that an outside-City sewer agreement would be necessary for those receiving service.

Councilman Cathey also asked about water service in the area and the significance of adding this line to the system. David Hill said that the businesses being added are already receiving water from different water systems and that the amount of sewage received from the new line would be negligible.

Mayor Powell clarified that once the grant for this project has been approved, the City will need to agree to take ownership of the line (once completed). Council supported placing this on a future agenda.

City Manager Patterson introduced Jesse Miller to present an update on the local food hub model. Mr. Miller presented information on a study of the local food system, the food potential in Wyoming, and the feasibility of a local food hub. His presentation emphasized the need for partnerships and a plan going forward, as there is a need for improvements in the current distribution system in Wyoming. Council thanked Mr. Miller for his update.

City Manager Patterson presented information on the Bar and Grill Liquor License and the Retail Liquor License that are now available for issuance based on the recent census update. He stated that the Retail Liquor license could be issued at a later time, much like what had been previously done in the Old Yellowstone District, when a redevelopment project or other location could be incentivized. He then stated that proposals for the Bar and Grill Liquor License could be accepted and evaluated based on the criteria in the ordinance, and then a random drawing from eligible businesses could be conducted.

Council discussed at length the options for proceeding and the possibility of future legislative changes to the licensing system. Much of the discussion focused on the goal of promoting the downtown area and the timing of issuing the Bar and Grill license. It was decided that the selection process would not be left to chance and that Council would choose a business without accepting proposals. Council then further discussed waiting to issue the Retail Liquor license, and how to best ensure that when it is issued, the incentivized area would continue to retain the benefits of the license.

Council gave their support to have the Bar and Grill Liquor License applicant, located in the Old Yellowstone District at 319 West Midwest Avenue, come forward with an application and directed staff to bring that application to a Council meeting for further consideration.

City Manager Patterson presented Council with review of the future agenda requesting input from Council on any items that need to be removed from consent. After further review, Council did not wish to remove any items from consent.

Council went around the table reporting updates for each of their respective board meetings and news.

There being no further business the meeting adjourned at 7:25 p.m.

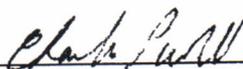
ATTEST:



V. H. McDonald
City Clerk



CITY OF CASPER, WYOMING
A Municipal Corporation



Charlie Powell
Mayor