

COUNCIL WORK SESSION
Tuesday, November 22, 4:30 p.m.
Casper City Hall
Council Meeting Room

AGENDA

1. Naming Policy (V.H. McDonald)
2. Discussion of the Selection of Council Leadership for 2017
(V.H. McDonald, Bill Luben)
3. December 27th Work Session/Orientation (V.H. McDonald)
4. City Manager Report
 - a. Budget Report
5. Future Agenda Review
6. Council Around the Table
7. Executive Session – Personnel

Mayor Sandoval called the meeting to order at 4:32 p.m. with the following Councilmembers present: Councilman Cathey, Johnson, Heili, Pacheco, Humphrey, Miller, Hopkins and Mayor Sandoval. Councilman Powell was absent.

Mayor Sandoval stated that the Executive session scheduled at the end of the work session has been cancelled.

City Manager McDonald reviewed the street naming policies. He stated that there is not currently a policy in place and that staff is refining a policy that will help define standards when a naming issue comes up. He asked for guidance on whether or not Council would like Staff to finish refining that policy, and Council agreed that Staff should continue working on the naming policy.

City Manager McDonald introduced City Attorney Luben to discuss the selection of Council leadership. City Attorney Luben described the current procedure as laid out in the Council handbook and stated that historically Council conducts a straw poll at the end of December at a work session and the legal vote occurs at the first meeting in January. He stated that members of Council who are interested in leadership positions notify the City Manager's Office and they compile the names into a straw poll ballot. Council will first elect a Mayor and then a Vice Mayor, and the current Mayor and City Attorney tabulate the votes of the straw poll. The new Councilmen were invited to this meeting so they can better know the process. City Attorney Luben stated that Council can decide whether to continue with or change this process. Mayor Sandoval stated that straw polling helps streamline the first meeting of the year. Council decided to conduct the straw poll at the last work session of the year on December 27th. Mayor Sandoval asked if there needs to be another pre-meeting in order to gather input from current council and discuss nominations. He

stated that this could also give the new Council some time to think about this process and decide whether they would like to put their names in for leadership positions.

Mayor Sandoval stated that a Mayor pro tem will also need to be appointed for the January 3rd meeting, as there will be a time between when the new Councilmembers are sworn in and the new Mayor is elected where there is no official Mayor. Councilman Cathey stated that board appointments will also need to be made for positions held by outgoing Councilmembers. Of particular importance are voting positions on the Regional Water Board and Detention Center Joint Powers Board. Mayor Sandoval stated that they will get a list of board seats to the new Councilmen so they can decide what positions they may like to take. Council decided to hold a preparation for the straw poll at the work session on December 13, 2016, and asked that the incoming Councilmembers be there. Councilman Johnson suggested doing the straw poll first on December 27th and then decide boards and commissions afterwards, since technically the Mayor makes those appointments. Council agreed to make all of those decisions on December 27th.

City Manager McDonald stated that there will be a WARM presentation at the December 27th work session as well as IT training and some other training to help orient the incoming Councilmembers. iPads will be handed out next week to the new Councilmen. He asked that Councilmembers let staff know if there is anything they would like added to the orientation. Councilman Pacheco asked if parliamentary procedure and other policies will be discussed at that time, and City Manager McDonald stated that that will be reviewed in addition to the budget.

City Manager McDonald stated that there are still revenue concern issues. Last Wednesday, was the Mayor/Commissioner meeting at which some legislators attended and answered questions. Sales tax has stabilized and the City is very close to its projection for sales tax, and is down just \$38,000 from the projected number. Natrona County's unemployment rate has also improved. Councilman Cathey stated that based on the comments from that meeting with legislators, there is a very good possibility that the above the cap funding will be gone for FY19, and City Manager McDonald stated the municipalities will be competing with other agencies for that money. He stated that Department Heads will be meeting to come up with ways to cut the \$3.3 million that will be gone if the above the cap funding is lost.

Councilman Hopkins reminded Council of the Chamber Legislative meeting on December 14, and encouraged incoming Councilmembers to try to attend that meeting. Councilman Cathey stated that the Wyoming Association of Municipalities will be reviewing/presenting their legislative agenda on December 13.

City Manager McDonald stated that Staff is analyzing traffic data on West 18th street in regards to the citizen concern that was brought forth at the previous Council meeting.

City Manager McDonald stated that there is no Council meeting next week, so there will be no agenda review. There will be a YMCA tour next Tuesday, November 29 for Council and the Annual Employee Recognition Breakfast will be held on December 16.

Next, Council went around the table to discuss their respective board and commission meetings. Councilman Heili stated that he, Councilman Johnson, and Councilman Humphrey are in the

process of selecting new Municipal Court judge. Because Municipal Court judges report directly to the City Council, Council does the reviewing of applications and conducts the interviews.

Councilman Johnson asked for a clarification of the Parkway Plaza tax issue. City Manager McDonald stated that the City received notice of holds on the Parkway Plaza from the Wyoming Department of Revenue. These tax-related holds were mentioned at a previous work session. Their license was not suspended, but the State will not sell them liquor during a hold, and the City cannot transact a transfer during that time. The Department of Revenue does not have to disclose everything to the City, and the City does not always know when or why a delinquency occurred. He stated that he is not sure if they are caught up, but they can work out a deal with the Department of Revenue to settle that.

Councilman Cathey stated that there is one item from the Planning and Zoning Commission meeting that may be appealed to Council in the near future. He briefly summarized the issue and showed Council a picture/map of the area in question.

Mayor Sandoval adjourned the meeting at 5:33 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor