

PRE-MEETING AGENDA

Casper City Council
The Lyric, 230 W Yellowstone Hwy
Tuesday, December 19, 2023, 5:30 p.m.



	Presentation	Beginning Time	Allotted
1.	Downtown Development Authority Lease	5:30	10 min
2.	Boards & Commissions	5:40	5 min
3.	Plowing Services Agreement (Rustic Pines)	5:45	5 min
4.	Agenda Review	5:50	5 min
	Approximate Ending Time		5:55 p.m.

*** Reminder ***

Please silence cell phones during the City Council meeting.

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness



December 8, 2023

City Manager Napier
City of Casper
200 N. David
Casper, WY 82601

Mr. City Manager,

In the best interest of David Street Station, members of the Casper DDA Board, as well as staff, donors, volunteers, and supporters, have put considerable thought and analysis into operational and fundraising improvements that will help strengthen and stabilize DSS today, but also for years to come.

While gifts made to governmental entities are tax deductible if used for public benefit, the DDA is often eliminated from substantial fundraising opportunities due to our lack of 501c3 designation. This puts an even greater strain on a \$700,000+ operational & maintenance budget that already experiences difficulties.

Consistent with the provisions under section 25.15 of the current lease, we humbly request Council consider an Assignment of Lease. By providing a general “thumbs up/down” direction, City Attorney Nelson would be able to move forward with review of the existing lease, communicate any issues with our team and attorney, and present a recommendation to Council for review and consideration in the coming months.

Our goal with creating the 501c3 (David Street Station) and shifting the operations, maintenance, and fundraising is not only to improve the financial health of DSS, but to also allow Casper DDA to refocus its efforts back to main street activities, as outlined in WSS 15-9-201.

Respectfully,

Kevin Hawley

Kevin Hawley
Executive Director

Casper DDA
139 W. 2nd Street, Suite 3C
Casper, WY 82604



2023 Boards and Committees 01.12.23.docx

**Council Committee Assignments
for December 2023**

Governmental Affairs

Natrona County Council of Governments	Council Legislative Committee (WAM)	City/County Hall of Justice/Detention Facility Joint Powers Board	Public Safety Communications Center	Council Finance Committee
3 rd Thursday 7:00 am	Meet as Needed	Meet as Needed	1 st Thursday 10:30 am Qtrly – Jul, Oct, Jan, Apr	Meet as Needed
1. Ray Pacheco 2. Lisa Engebretsen	1. Jai- Ayla Sutherland 2. Lisa Engebretsen	1. Steve Cathey 2. Lisa Engebretsen	1. Ray Pacheco	1. Jai-Ayla Sutherland 2. Brandy Haskins 3. Lisa Engebretsen 4. Steve Cathey

Economic Development

Economic Development Joint Powers Board	Advance Casper (CAEDA)	Travel & Tourism Council
3 rd Week of the Month, 9:30 am Feb, May, Aug, Nov	2 nd Thursday of each month, 7:00 am	4 th Tuesday 11:30 am
1. Ray Pacheco 2. Amber Pollock	1. Kyle Gamroth 2. Carter Napier	1. Lisa Engebretsen 2. Gena Jensen

Social Services and Recreation

Casper-Natrona County Health Department	Central Wyoming Senior Services	Casper Housing Authority	Casper’s Council of People with Disabilities	Youth Empowerment
3 rd Thursday 5:30 pm.	4 th Monday 2:00 pm	3 rd Thursday 10:30 am	4 th Monday 12:00 pm	Every Thursday 7:00 pm
1. Brandy Haskins	1. Michael Bond	1. Kyle Gamroth	1. Ray Pacheco	1. Ray Pacheco

College National Finals Rodeo Committee	Parks and Rec Advisory Board	Homelessness Task Force	LGBTQ Advisory Committee	Casper Youth Council	Casper Municipal Band
1st Monday 5:00 pm	2nd Thursday 4:30 pm	Meet as Needed	3rd Friday 3:00 p.m.	1st Sunday 4:30	1st Wednesday in April & Sept. 5:00 p.m.
1. Steve Cathey 2. Gena Jensen (Alternate)	1. (Open)	1. Jai-Ayla Sutherland 2. Michael Bond 3. Kyle Gamroth	1. Ray Pacheco 2. Jai-Ayla Sutherland	1. Kyle Gamroth 2. Ray Pacheco (alternate)	1. Gena Jensen 2. Michael Bond

City Services

Central Wyoming Regional Water System Joint Powers Board	Council Solid Waste Committee	Code Enforcement Appeals Committee	Casper Utilities Advisory Board	Municipal Court Coordination Committee	Drug Court
3rd Tuesday 11:30 am	Meet as Needed	Meet as Needed	4th Wednesday 7:00 am	1st Monday 4:00 p.m.	1st Wednesday 11:30 am
1. Steve Cathey 2. Ray Pacheco 3. Amber Pollock	1. Michael Bond	1. Michael Bond	1. Steve Cathey	1. Michael Bond 2. Brandy Haskins	1. Lisa Engebretsen

Land Use and Development

MPO Policy Committee	Planning & Zoning Commission	OYD Advisory Committee	OYD Architectural Review Committee	Platte River Restoration Advisory Committee
3rd Thursday every other month 11:00 a.m.	2nd Thursday 6:00 pm	4th Monday 4:00 pm	1st Friday, as needed 9:00 am	1st Wednesday 5:30 pm
1. Amber Pollock 2. Lisa Engebretsen (Alternate)	1. Steve Cathey	1. Gena Jensen 2. Kyle Gamroth	1. Gena Jensen	1. Ray Pacheco 2. Amber Pollock (Alternate)

Downtown Development Authority	Amoco Reuse Agreement JPB	Casper Area Chamber of Commerce	Air Service Advisory Committee
2nd Wednesday 11:30 am	2nd Wednesday 6:00 pm	3rd Tuesday 4:00 pm	Meet as Needed
1. Kyle Gamroth	1. Amber Pollock	1. Steve Cathey	1. (Open)

Boards & Commissions are responsible for filling openings on their boards. They must advertise the opening, interview, and then receive City Council approval. The board/commission will need to submit the following documentation for approval at a regular Council meeting.

A memo that includes the following information:

- Total number of applicants.
- How many applicants were interviewed?
- Why this applicant was selected.
- Include information about the term - is this a full or a partial term, is this their first term or are they being reappointed.
- Include the beginning and ending dates of this term.

Attach the following documents to the memo:

- Name of publication and copy of advertisement that announced opening and requested applications, as well as the dates advertised.
- Copy of all resumes submitted for board opening.