

COUNCIL PROCEEDINGS

Work Session

March 11, 2014

5:30 p.m.

A Work Session meeting of the City Council of the City of Gillette, County of Campbell, State of Wyoming, was held on Tuesday the 11th day of March 2014, in the 2nd Floor Community Room at City Hall, pursuant to due notice and call. The Presiding Officer called the meeting to order and upon roll call the following were found to be present:

Council Members present: Ted Jerred, Robin Kuntz, Kevin McGrath, Forrest Rothleutner, Tim Carsrud, and Council President Louise Carter-King.

Council Member absent: Mayor John Opseth.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; John Aguirre, Human Resource Director; Pamela L. Boger, Administrative Services Director; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Community Development; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Kurt Siebenaler, City Engineer; Todd Merchen, Senior Civil Engineer; Tracy Gover, IT Manager; Brent Wasson, Lieutenant; Joe Lunne, Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Council President Carter-King asked for warm up items. There were none.

CCEDC/NEWEDC Consolidation Discussion

City Administrator Napier informed the Council of informal discussion pertaining to the potential consolidation of the Campbell County Economic Development Corporation with the NE Wyoming Economic Development Corporation. He then introduced DG Reardon. Mr. Reardon explained with the retirement of Linda Harris, and Philippe Chino leaving, the CCEDEC felt it was an opportune time to speak with NEWEDC in regard to the possibility of the two organizations combining. Mr. Reardon explained that a joint Resolution has been signed by both Boards allowing them to officially speak with each other to decide how to move forward. He went on to say that the Board is looking at covering more area, increasing the investor pool, eliminating the overlaps, tracking businesses into NE Wyoming including Gillette and Campbell County, and utilizing the expertise from both Boards to create larger economic development strategies. He added the joining of these two organizations is not intended to reduce funding. He stated that the money could go further and provide more opportunities for more businesses coming into Gillette, Campbell County and NE Wyoming. After further discussion, City Administrator Napier made Council aware that staff would bring the Resolution forward for formal consideration, allowing Council an opportunity to see if they would like to sign a similar resolution of support.

Tyler Software Update

City Administrator Napier gave background information as it pertains to the Tyler Software implementation. Administrative Services Director Boger and IT Manager Gover gave presentation of the installation progress thus far, and the upcoming phases as they relate to the "go live" dates.

Gillette Avenue Update (Alley Discussion/Bid Award Process)

City Administrator Napier updated the Council about the plan with regard to ensuring businesses have as much access as possible and ideas for promoting businesses during the construction. March 18 Council considers the bid award and if awarded, construction will begin April 21 with anticipated completion by mid July to August 1. Three and half blocks of primarily the retail sector will be complete and then construction would move to the civic section of the project beginning at Fifth Street to Seventh Street. The anticipated date of completion would be approximately October/November so Gillette Avenue will be open to accommodate the Christmas shopping season. Mr. Napier then explained the funding and expenses pertaining to the project. He stated there is \$6,750,000 of available funding that Council set aside last year. All the funding is in One Percent funds with the exception of \$1,000,000 that is funded by the State through the Business Council Program, dedicated to above surface enhancements. He then went over the expenses for the project that are estimated at \$9,802,707.41. He brought Council's attention to a funding shortfall amount of \$3,052,707.41 for the project. Staff believes there is enough in One Percent funds that is left over from projects that are completed, or are nearing completion, that could be used towards the Gillette Avenue Project. He then cautioned the Council about lowering the costs in regard to the project, as often times it means looking at the aesthetic portion of the project. He then reminded Council that the dollars committed to that portion of the project largely consist of the funding received from the Business Council. If Council wants to get rid of the amenities, then the City will be required to return the \$1,000,000 to the Business Council. After further discussion, Mr. Napier stated his recommendation that staff is authorized to use excess funds that are available from project surplus in the One Percent Fund. Director of Community Development Hamilton gave a presentation of the proposed parking options for the different phases of the construction, and amenities in regard to a fence bid alternate. Public Information Officer Lunne gave a presentation of proposed marketing ideas to assist the downtown merchants during the construction.

Review March 18th Council Agenda

The group discussed the upcoming meetings and the agenda items for March 18, 2014. Councilman Jerred asked if winery permit fees had not been determined in the past. City Clerk Abelseth informed Council that in 2009, permit fees were established for microbreweries, however, until now, there was no need to establish a winery permit fee.

Adjournment

There being no further business to come before the Council, the meeting was adjourned at 6:45 p.m.

Louise Carter-King, Council President

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
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