

## COUNCIL PROCEEDINGS

City/County/Town of Wright

April 7, 2015

12:00 p.m.

A Workshop of the City Council of the City of Gillette, County of Campbell, State of Wyoming, was held on Tuesday the 7th day of April 2015, George Amos Memorial Building - Cottonwood Room, 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: Dan Barks, Ted Jerred, Robin Kuntz, Kevin McGrath, and Mayor Carter-King.

Council Members absent: Tim Carsrud and Forrest Rothleutner.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Patrick Davidson, Assistant City Attorney; Dustin Hamilton, Director of Development Services; Levi Jensen, Utilities Project Manager; Steve Peterson, Utilities Engineering Manager; Annie Mayfield, GIS Manager; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community and Gov't Relations Coordinator; and Karlene Abelseth, City Clerk.

County Commissioners present: Mark Christensen, Garry Becker, Rusty Bell, Micky Shoher, and Chairman Matt Avery.

County Staff present: Carol Seeger, Susan Saunders, Bob Palmer, and Kendra Como.

### Madison Project Update

Utilities Project Manager Jensen updated the group regarding the project. He explained the progress of the various contracts, explained the water blending station, Pine Ridge disinfection facility, and the future system regarding Regional Extensions to connect rural water districts. After the explanation of the project, GIS Manager Mayfield explained the "story map" of the project and informed the group that the story map will be made available on the City's website for viewing. Commissioner Christensen asked, because of time constraints, if Utilities Project Manager Jensen could set up a meeting with the Commissioners in the near future to answer further questions that they may have. Mr. Jensen confirmed he would set up a meeting.

### Lodging Tax Proceeds Discussion

City Administrator Napier explained a program available through the statutes regarding lodging tax proceeds. That program allows for the opportunity to withhold a 10% amount of the current proceeds to establish a capital project and building of a facility. After some discussions with appointees on the Board, on how a partnership could work potentially with the County and the Town of Wright, Mr. Napier felt comfortable making a recommendation to the Council and Commissioners. His recommendation is two-fold: first would be to move forward with the development of a Memorandum of Understanding between the City, County, and Town of Wright to appropriately begin establishing the fund, and the understanding between the three entities with how the funds will be collected and distributed. He also suggests that the MOU be very clear that the dollars taken from the 10% program and allocated back to the respective organizations into the stewardship of the Lodging Tax Board, be effectively inviolate in regard to their purpose, which is for building the facility, and building the facility in Gillette. The second part of his recommendation is that the Lodging Tax Board be approached and

asked to amend their current budget so the program can be accommodated with current budget that is in place; allowing for the start of that fund so dollars can be set aside sooner than later. Chairman Avery asked, once the facility is built, what happens to the fund. City Administrator Napier replied that he only anticipated the funds be used for the facility in Gillette and then the program sunset. Discussion of using the funds for leasing, maintenance, and the possibility of purchasing a bus for transportation, took place. After further discussion, staff was directed to move forward with the MOU and allow all entities involved time for review.

#### Waterline to Rodeo Discussion

City Administrator Napier explained that there may be a partnership opportunity regarding the rodeo facility that the College is constructing. He added that the City is beginning its budget process and trying to understand what the capital horizon looks like so staff can present a complete and comprehensive budget. The partnership opportunity, as he sees it, is that the City will be asked to construct a waterline that would effectively extend from the current termination point of Boxelder Road to the eastern most boundary of the College's property located east of Cam-Plex, along the easement the Land Board has granted to the City in the past, thereby allowing the rodeo facility access to water services. Mr. Napier is requesting clarification regarding what the County would like the City to do. Then, the City can begin developing projects for a capital plan. After some discussion, Commissioner Shober stated, since the Cam-Plex is annexed into city limits, permits cannot be issued to build unless there are fire hydrants. Discussion for the need of the High School Rodeo and other events using this facility, took place. Commissioner Christensen added that the County acquired 240 acres just beyond the property, and getting a waterline out that direction could be helpful for a possible Business Industrial Park to be built in the future. Mayor Carter-King asked if the County was requesting a partnership with the City to build the waterline. Commissioner Shober stated that the County is requesting the City to construct the waterline as part of the City's contribution to the complex. City Administrator Napier stated that the County had mentioned that the waterline would cost approximately \$300,000 and asked if the College had a preliminary design created for the construction of the waterline. Development Services Hamilton replied that the College Foundation has applied for the permit and the permit has already been issued. He added that the permit will expire in October of this year, and the design is completed. Mr. Hamilton presented a drawing of the waterline, and described the sizes. Mr. Napier stated that it looks as if they engineered the waterline to the lateral, and not all the way to the eastern border. Mr. Hamilton confirmed that was correct. Councilman Kuntz added that the College initially planned to pay for this from the beginning. Mr. Napier confirmed that was correct, and added that the College was anticipating being the developer with regard to the overall rodeo facility project. Councilman Kuntz asked what the water well was drilled for in the area. Commissioner Shober replied that the water well was drilled to water livestock. After further discussion, Commissioner Shober asked if the City could overlook the need for fire hydrants at this time so the building could be permitted and proceed forward, and possibly fund the fire hydrants in the following year, or, carry part of it into this year and part into next year. Mr. Shober added that this issue will be going before the City Planning Commission within the next 30 days. Development Services Hamilton stated that a site plan has already been conducted and if there are changes, then all that is required would be an update on the building location and foundation plans. Mr. Hamilton invited the County's Project Manager to contact him to discuss any changes.

Commissioner Christensen reported vandalism to the old Westwood High School building. He stated that the building should be demolished and asked if the City would contribute to the demolition costs. Mayor Carter-King replied that Council would discuss this, as well as the waterline request.

Adjournment

There being no further discussion, the meeting adjourned at 1:12 p.m.

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Louise Carter-King, Mayor

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ATTEST:

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Karlene Abelseth, City Clerk  
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