

A Work Session of the City Council was held on Tuesday the 25th day of June 2019.

Present were Councilmen Brown, Carsrud, Lundvall, McLeland, Montgomery, Neary, and Mayor Carter-King; Administrator Davidson; Directors Cole and Muzzarelli; Managers Brown, Mayfield, Rogers, Schoen, Lt. Wasson, Palazzari, and Toscana; Senior Civil Engineer Merchen, and Planners Duvall and Sanders; and City Clerk Staskiewicz.

Warm Up Items

Councilman McLeland reported receiving a call from a citizen who was very appreciative of the Public Works Department for their quick response in supplying a yard waste container.

Mayor Carter-King gleefully announced that the long-awaited Madison water pipeline is nearing completion. She exclaimed that it was great news for the community. The Mayor thanked the voters for supporting the CAP Tax, she thanked Project Managers Cole and Jensen, Diane Monahan and the Water Division, Patrick Davidson for his efforts both as City Attorney and City Administrator, former Mayor Duane Evenson for his great vision, Senator Hines, and the Wyoming Legislature. Mayor Carter-King reminded citizens to consider water a precious resource. City Administrator Davidson stated that the DEQ will soon finalize and publicize the final results of their study.

Subdivision Development Process

Planner Clark Sanders presented Council with the process involved with the development of a subdivision, from undeveloped land to a completed housing development. The process, which can take several months, begins with plat review through the Planning Division and Planning Commission. The process then moves to an application for a Permit to Construct through the Engineering Division, which involves review of geotechnical reports, water and sanitary sewer system design, drainage reports, traffic impact analysis, and construction drawings. A Permit to Construct is issued upon approval of the Engineering Division. In conjunction with the process, the Parks Board determines if the development will include a park or will provide fees in lieu of a park, and the City Council considers and determines if the project can continue. Upon approval, pre-construction meetings are held with Contractors, Owners, and City Staff. Engineering Staff oversees the subdivision improvements. Once the utilities, grading, curb and gutters, and road base are installed and approved, the Engineering Division allows for an Interim Acceptance, which authorizes the project to move to individual lot construction. The Building Division and Planning Division review and approve submitted drawings for each structure. Building permits are issued and field inspections are performed. Upon satisfactory completion, a Certificate of Occupancy is issued. Council discussed the presentation. Development Services' Staff answered questions and provided additional information.

Council Agenda Review

Council reviewed and discussed the upcoming July 2nd Council agenda items.

Executive Session

Councilman Brown made a motion to move into an executive session to discuss litigation and personnel; seconded by Councilman Neary. All voted aye. The motion carried.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:48 p.m.

(S E A L)

ATTEST:

Cindy Staskiewicz, City Clerk

Louise Carter-King, Mayor

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