

COUNCIL WORK SESSION
Tuesday, March 9, 2021 at 4:30 p.m.
City Hall - Council Meeting Room

AGENDA

1. Council Meeting Follow-up
2. Community Promotions Funding (Part 1)
3. Parking on Parkways & Parking Manual Follow-up
4. Council Review of Proposed Fiscal Year 2020-2021 Budget Amendment #4
5. Agenda Review
6. Legislative Review
7. Council Around the Table

The work session was called to order at 4:30 p.m. with the following Councilmembers present: Knell, Lutz, Cathey, Pollock, Gamroth, Johnson, Engebretsen, Mayor Freel, and Vice Mayor Pacheco.

There were no items to discuss for Council Follow-up.

City Manager Napier gave a brief overview of community promotion funding, explaining that the concept behind the funding is to invest in events and activities that bring people to the community. He also explained that a couple of the applications received for community promotions did not meet the requirements of this funding either because they are not non-profit organizations or are not applying for funding that will bring people to the community. He also suggested that Council look at agencies who applied for funding but receive other agency funding from the City. He stated that Council has set aside \$25K in the past to give to organizations applying for this funding, which includes in-kind and cash contributions.

He then introduced Fleur Tremel, City Clerk/Assistant to the City Manager, to discuss the community promotions voting sheet and process. Ms. Tremel discussed the guidelines for applying for this funding which requires non-profit status, cash requests must bring people to the City and improve the life of residents, and in-kind funding requires bringing people to the City or improving the life of residents. Two applicants did not meet these requirements: Theatre for the Poor is not a non-profit and Science Zone wanted to use the funding for programs as opposed to an event, which does not meet the guidelines. She also explained that the Casper Hockey request is a combination of all of their events. The application requests total \$95K. She stated that last year Council decided to only give up to 50% in-kind, so those percentages are able to be input into the voting sheet. She stated that the total allocation is set to \$25K and will turn red if the allocation is over that amount. She also stated that IT is available to assist Councilmembers who would like Excel downloaded to their tablets and asked that Council set a date for the voting sheets to be returned so that discussion of the tallies can take place on March 23.

Councilmember Knell asked for the monetary value of each of these events to the City. Ms. Tremel responded that this was asked in the application packet, but that staff could provide some of those exact numbers from organizations that received funding last year and provided those numbers in

their final reports. Councilmember Lutz stated that these groups may not be able to calculate those exact monetary values because they do not have the resources to calculate things like lodging tax. Councilmember Pollock expressed concern with providing money for events that cash flow themselves. Vice Mayor Pacheco explained that he feels this funding provides an opportunity to partner with non-profits and assist the community. Council gave their thumbs up to cap the community promotions funding allocations at \$25K and to have them due back to staff by Monday, March 15th.

Next, City Manager Napier discussed updates to the parking manual regarding parkway parking. He explained that staff did confer with other communities in the region, and most did not allow parking on the parkways. Staff is currently suggesting that parkway parking be permitted on 12th and 13th streets if certain conditions are met including: mandatory site inspection from the engineering division and police department; hard surface requirements; one vehicle per residence; only motorized vehicles; not within 15 feet of fire hydrant; no removal of trees (unless approved by City arborist); no new curb cuts; non-transferrable; and only in areas of at least 10 feet long, 18 in away from sidewalk and 5 ft away from property line. Liz Becher, Community Development Director, and Police Chief McPheeters reviewed the reasoning behind each of these requirements. They also discussed the changes in fees as well as the signature requirements being changed to a Community Service Officer (CSO) duty. Chief McPheeters also discussed the safety data that was presented to Council in the work session packet. He also discussed concerns over how to enforce the parkway parking and people being blocked in by people parking in the street parking spaces next to the parkway spaces.

Councilmember Knell suggested that the RV parking be changed to \$125 per year, that a transferrable window hanging be used as opposed to a sticker, and that cars larger than the parkway area be allowed to park half on and half off the parking area. Councilmember Lutz agreed that multiple cars from the same household should be able to use the parking spot, perhaps at an additional cost for another sticker. Councilmember Engebretsen expressed concern about curb and gutter damage resulting from the parkway parking. Councilmember Pollock asked about the postcard system as opposed to requiring CSO's to obtain neighbor signatures, and Chief McPheeters responded that they are still looking into this possibility. Council gave their thumbs up to move forward with the proposed parking manual but asked that the RV parking fee be changed to \$125 per year. They agreed to only allow permitted parkway parking on 12th and 13th Streets for now and to expand the option in the future if necessary.

Next, City Manager Napier discussed Budget Amendment #4, which is a larger than normal amendment consisting of \$23M in adjustments. He explained that more than half of the total amount consists of moving CARES fund dollars from the general fund to the CARES fund. The other adjustments involved unanticipated revenue, repaying furlough time, Spectra employee aid, purchasing fire trucks at a bundled price, the City Hall project, prior year approved transfers, carryover purchases, budgetary adjustments to accommodate unanticipated shortfalls, property liability fund adjustments, and new projects that cannot wait until July 1, which include replacing the air conditioning units at the Senior Center, roll up garage doors at the Municipal Golf Course, and call center software for City Hall's customer service area. The budget amendment also

included unanticipated revenue from the Coates Road LAD. He explained that most of the budget amendment involves accounting changes, as opposed to new expenses, and involves approving budgetary authority for the adjustments. Tom Pitlick, Finance Director, then answered questions from Councilmembers. Councilmember Knell asked why there are transfers for projects that did not happen, and Mr. Pitlick responded that the projects were approved but did not occur in the budget year for various reasons, such as a downturn in the economy, and so the dollars were never transferred to the correct account. He stated that the policy has been changed so that the transfer happens right away, even if the project ends up being delayed. Council gave their thumbs up to move the budget amendment forward for formal approval at next week's regular Council meeting.

Next, City Attorney Henley reviewed two amendments for the nicotine ordinance that will be presented for third reading at next week's Council meeting. Councilmember Pollock and Vice Mayor Pacheco met with stakeholders from the Mercer Family Resource Center to come up with ways to deter individuals who are age 17 and under from using nicotine products. The amendments include requirements for these individuals to take nicotine education classes for a first offense and substance use/addiction classes for subsequent offenses, as opposed to only receiving a \$25 fine. After three or more offenses there is also the possibility of requiring ten to twenty hours of community service and an extra \$10 court cost. Councilmember Pollock and Vice Mayor Pacheco explained that these requirements are in line with what the City was doing before the state statute changes and help to lead to better health outcomes for youth offenders.

Next, Council reviewed agendas for upcoming Council meetings and work sessions.

Next, City Manager Napier reviewed bills from the state legislature that may have consequences for the City of Casper. The bills discussed included: House Bill 13 – Alcoholic Beverage Regulation, House Bill 26 – Fuel tax, House Bill 50 – Local Government Distribution Revisions, House Bill 72 – Transfer of Water and Sewer District Operations, House Bill 158 – Local Land Use Planning and Zoning, House Bill 173 - School Finance Funding, House Bill 174 - Local Government Sales and Use Taxes, House Bill 179 - Municipal Option Tax/Election, House Joint Resolution 09 – Local Government Investment in Equities, Senate File 56 – Skill Based Amusement Games – Modifications and Corrections, Senate File 64 – Local Government Distributions – revisions, and Senate File 157 – Property Rights – Limitation on local authority. Councilmember Gamroth expressed disappointment that the senate file addressing government publication requirements was not moved forward. Councilmember Pollock expressed concern about the state's increased attempts to subvert local control in this legislative session. City Manager Napier stated that he will keep Council updated on how these bills move forward as the legislative session continues.

Next, Council went around the table to discuss their respective boards and commissions and other matters of public interest.

The meeting was adjourned at 7:35 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor