

COUNCIL PRE-MEETING
Tuesday, April 7, 2020 5:30 p.m.
Video Conference Call

AGENDA

1. WAM Voting Delegate
2. Community Relations Spec Update
3. Audit Review
4. Goodstein Parking Area Lease
5. Agenda Review – Draft of Text Amendment – Chapter 8.40 Litter Control (schedule)

Mayor Freel began the pre-meeting session at 5:35 p.m. with Councilmember Pacheco and Mayor Freel present at City Hall. Councilmembers Bates, Cathey, Hopkins, Huber, Johnson, Lutz, and Powell attended via conference call.

City Manager Napier spoke about the upcoming Wyoming Association of Municipalities (WAM) summer convention and asked Fleur Tremel, City Clerk for further details. Ms. Tremel indicated that a voting delegate and alternate should be selected, then approved at the next Council meeting to meet the deadline for WAM in case the WAM convention is able to be held. Councilmember Cathey shared that he had received an email stating that the convention was cancelled and would be held in 2021 instead. City Manager Napier stated that delegates are not needed in this case.

City Manager Napier introduced the topic of the public relations specifications and asked Andrew Beamer, Public Services Director, to elaborate. Mr. Beamer shared an overview of the need for improvements and an outline of the mechanisms to improve the communication process for City projects involving contractors. Mayor Freel asked if this process would help with issues like the ones experienced last year and Mr. Beamer indicated it will; however, there will always be some communication issues. Councilmember Hopkins wished to speak, but he could not be heard. Mayor Freel asked to move on, and shared that Councilmember Hopkins could ask questions when he is able.

City Manager Napier shared a brief summary of the fiscal year 2019 audit summary. Tom Pitlick, Finance Director, provided detailed information on the health of the finances of the City, the audit findings, and the opportunities for educating the finance team in the future. Council did not have any questions.

Councilmember Hopkins was able to address Council, but said he did not have any questions, and he supports for the public relations update.

City Manager Napier gave an update on the proposed lease of the Goodstein parking lot area from the State of Wyoming (State) and described the terms of the arrangement. City Attorney Henley explained potential allowed uses of the property and the terms of the lease. Councilmember Powell asked why the State requested a recall clause that would only give the City three (3) year notice, given that the City will be making improvements to the parking lot. City Attorney Henley said the State needs to have some flexibility in use of the property, so a long-term commitment was not possible, but the City would be guaranteed at least 6 more years to use this property.

Councilmember Hopkins asked about a parking area for the Art 321 group. City Manager Napier said the group will be working with the State for parking space, which will be separate from the Goodstein lot lease with the City.

City Manager Napier requested direction from Council on the matter of controls that could be put in place to limit litter and debris from construction sites. He indicated that there is no current ordinance in place for this issue and asked if Council would like staff to draft something for consideration at a work session. Council provided a thumbs up.

City Manager Napier then spoke about the subdivision agreement for the Kensington Addition. The subdivision agreement was recently finalized and would be considered with the third reading of the ordinance to create the subdivision. He indicated that this subdivision agreement had contingencies within it because of an outstanding balance of \$263,000 due to the City from a previous development and the construction of Country Club Road. He explained the payment process and the option of a lien being placed against the development, if needed. City Attorney Henley clarified the payment timing in regard to the construction phases.

City Manager Napier then explained the agenda item for the delegation of authority for the emergency operations center (EOC), which would fall under the unified command structure. He explained that the delegation would allow costs associated with the deployment of the EOC to be paid. He also requested that Council add to the agenda a separate, detailed County resolution, which also involves the delegation of authority. The second delegation of authority resolution would allow the appointment of medical staff for quarantine centers. These quarantine centers would include Westwood School, the Casper Events Center, and if necessary the Casper Recreation Center. Council did not have any questions.

City Manager Napier suggested that a Councilmember could make a motion on the floor to consider the Natrona County joint delegation of authority. Council provided a thumbs up to considering the matter.

Mayor Freel adjourned the meeting at 6:08 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor