

COUNCIL PRE-MEETING
Tuesday, June 16, 2020 5:30 p.m.
Casper City Hall – Video Conference Call

AGENDA

1. Responses to RFP for Parking Operations and Maintenance
2. Casper Community Greenhouse
3. Protest Response Costs
4. Midwest Avenue Reconstruction
5. In Person Meetings
6. Eventide Sole Source Purchase
7. Agenda Review

Mayor Freel began the pre-meeting session at 5:39 p.m. with Vice-Mayor Lutz and Mayor Freel present at City Hall. Councilmembers Bates, Cathey, Hopkins, Huber, Johnson, Pacheco, and Powell attended via conference call.

City Manager Napier spoke briefly about the request for proposals for the management of the downtown parking structure and requested further information from staff. Liz Becher, Community Development Director, shared with Council that two out of state proposals were received as well as a proposal from the Downtown Development Authority, who has been managing the property for the past eight years. Ms. Becher indicated that a committee of herself, two other staff members, and Vice-Mayor Lutz would review the proposals and would report back to Council. City Manager Napier asked for the names of the out of state submittals. Ms. Becher indicated that they were Interstate Parking, of Wisconsin and Republic Parking System, based of Chattanooga, but with an office in Denver. Council had no questions.

City Manager Napier provided information to follow up with regard to the Casper Community Greenhouse that was discussed at the last work session. He stated that the project would require about \$35,000 in capital funding and that the attorney's office had carried out further review of the project. City Attorney Henley explained the constitutional requirements that establish the allowable uses of City funds and how the proposal submitted by the community greenhouse did not seem to match those uses. He stated that this project would not be an appropriate expenditure for the Council to make on the behalf of the City of Casper. Mayor Freel asked if the group could request optional one cent tax monies or apply for other funds. City Manager Napier indicated that they could apply. Councilmember Cathey reasoned if the City was unable to provide support for this project through direct funding, then the group would likely not qualify for optional one cent funding either. City Attorney Henley agreed that the same requirements would apply for one cent funding and that unless an applicant met the constitutional requirements, they would not qualify for that program either. Council indicated thumbs up to not supporting the greenhouse project.

City Manager Napier then shared information on the protest response costs, which were overtime police costs, in the amount of \$50,000. Councilmember Powell indicated that the protest was relatively short, but some officers received pay for many hours and asked for further information. City Manager Napier shared that multiple events, which weren't anticipated, actually occurred so the hours went well past the mid-day event into the evening. Mayor Freel also asked about other

agencies that had assisted with the event. City Manager Napier shared that yes, some other agencies had assisted Casper and had not charged for their services, and he expressed his gratitude. Council did not have any further questions.

City Manager Napier then explained the concerns associated with the bids received for the second phase of the Midwest Avenue Reconstruction project, which is on the agenda for the evening. He stated that staff is recommending accepting the bid provided by 71 Construction rather than Treto Construction because the Treto bid, while lower, was unusable because federal requirements were not met.

Andrew Beamer, Public Services Director, further stated that multiple funding sources are being used to pay for this project, and that they have special bidding requirements that are clearly outlined in contract documents. Councilmember Hopkins asked if we proceeded with the project, but did not comply with the requirements, would the federal funding need to be returned. Mr. Beamer indicated that the concurrence of the Wyoming Department of Transportation (WYDOT) on the project is required, and that the contract could not be awarded to a bidder that was not in compliance at this time. Councilmember Powell asked if we have some discretion or latitude in this case. Mr. Beamer indicated that Council could do the following: award the contract to 71 Construction; could reject bids and rebid, allowing time for Treto to correct any issues; or delay the award which would be tight for scheduling purposes.

Mayor Freel asked if the Dun and Bradstreet (DUNS) number for Treto could be verified at this time. Mr. Beamer said it could not be verified. City Manager Napier asked if the rest of the contractors had submitted their DUNS numbers. Mr. Beamer indicated that 71 Construction had, was uncertain about the rest, but those could be checked. Council had no further questions.

City Manager Napier then spoke about the possibility of opening up Council meetings to the public. He indicated that he asked the City Clerk to visit with local health officials and to look at the State orders in order to evaluate how to move forward. Considerations for these meetings would involve understanding the changes in the health orders, which now allow groups of 50 participants (increased from 25) and the statement of “without restrictions”. Local physicians still recommend social distancing and wearing masks, but allowed that a group of 50 could meet in the Council Chambers. He asked for direction from Council on gatherings at the Council meetings, and also for the opening of City Hall to the public for face-to-face business.

Councilmembers commented on the topic. Their suggestions included social distancing, use of a larger venue for Council meetings, following the model used by the County for their main building, and staggering the entrance of people in and out of Council meetings if there were a large number of attendees. Several Councilmembers commented on the value and need to be able to meet in person. Council provided a thumbs up to having the public attend Council meetings in person again. Council also provided a thumbs up to opening City Hall to the public. Mayor Freel asked if City Hall would have a route in and out, and if masks would be available. City Manager Napier indicated those needs could be met. City Manager Napier asked if staff could have the balance of the week to put protocols in place at City Hall, with a re-opening in two weeks. Council provided a thumbs up for City Hall opening within two weeks. Councilmember Bates asked if the next work session would be in person or a conference call. City Manager Napier said Council

could meet in person next week for the work session. Mayor Freel suggested starting meeting in person in July, because there is a fifth Tuesday and that would allow time for staff to make any changes to facilitate safety features. Councilmembers supported having the public and Council present at City Hall for the first Council meeting in July.

City Manager Napier then outlined the need for the sole source purchase of equipment for the dispatch center. Scott Hoffman, Technologies Manager, further explained that the recording system for 911 and non-emergency call was failing and that replacement equipment is needed as soon as possible. Mayor Freel asked if this would replace the system or add more storage space. Mr. Hoffman said that an additional 12 terabytes would be purchased to expand the service. Councilmember Huber asked if the older or newer recordings were being lost and about the replacement time. Mr. Hoffman explained that old and new recordings are being lost and that it would take four weeks to finish the expansion of the service. Councilmember Huber asked about interim solutions. Mr. Hoffman indicated that there is no ideal solution other than the purchase of the expanded service. Councilmember Bates asked about the age of the system, redundancies, and the replacement schedule. Mr. Hoffman explained that the system was purchased in 2013 and had previously been functioning properly. He also stated that a replication of the system would add another \$120,000 to the cost and that the new system will purge things according to the appropriate retention schedule to free up space. Councilmember Hopkins asked if this involved the police body cameras. Mr. Hoffman stated that this system was separate from the body cameras. Council provided a thumbs up to move forward with the purchase.

Councilmember Cathey asked if there was a time frame for the use of federal funds for the Midwest Avenue reconstruction project. Mr. Beamer thought the funds would likely extend through December of 2021. Councilmember Cathey expressed concern about overall cost and timing of the project. Mr. Beamer pointed out that part of the funds for the project are from the Wyoming Business Council and the use of those funds would be time sensitive. City Manager Napier stated that the infrastructure of this project will impact the construction of the state office building as well.

Councilmember Pacheco requested that Council wait until after all callers have spoken to begin their discussion to help with the efficiency of the meeting. Mayor Freel agreed and requested any questions for the caller be handled with the caller, and discussion amongst Council wait until after public comment.

Mayor Freel adjourned the meeting at 6:06 p.m. Staff restarted the broadcast system to help with sounds issues.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor