

WORK SESSION AGENDA



Casper City Council City Hall, Council Meeting Room Tuesday, June 11, 2019, 4:30 p.m.

Work Session Meeting Agenda		Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Council Meeting Follow-Up		5 min	4:30
2.	Fireworks Safety	Direction Requested	20 min	4:35
3.	Trail Project Options 1%#16	Direction Requested	20 min	4:55
4.	Downtown Flags	Direction Requested	10 min	5:15
5.	Additional Sheet of Ice at the Rec Center	Direction Requested	20 min	5:25
6.	Budget Amendment #3 Review	Move Forward for Approval	20 min	5:45
7.	WAM Training Videos (Code of Ethics)		20 min	6:05
8.	Agenda Setting		20 min	6:25
9.	Legislative Review		10 min	6:45
10.	Council Around the Table		10 min	6:55
Approximate End Time:				7:05

June 6, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tom Solberg, Fire Chief *TS*
Mark Harshman, Deputy Chief
Ryan Neff, Community Risk Reduction Officer
SUBJECT: Use of Fireworks in the City of Casper

Meeting Type & Date:

Council Work Session, June 11, 2019

Action Type:

Information requested by Council

Recommendation:

That Council support the fireworks ban currently in place due to our arid high plains desert with elevated temperatures, dry fuel, low humidity, and windy conditions which cause a significant fire safety concern.

Summary:

The Board of County Commissioners of Natrona County, Wyoming through the adoption of the Uniform Fire Code has continually prohibited the sale and possession of fire works since 1980.

Wyoming statute 35-9-106 (a) (i) states that the International Fire Code will establish minimum fire standards for the State of Wyoming enacted July 1, 2003.

The Board of County Commissioners of Natrona County, Wyoming has determined that in the interest of public health and safety, in particular wildland fire safety, the sale and use of fireworks within the borders of the county and outside the corporate limits of any town or cities, should be prohibited.

The City of Casper, Town of Mills, Town of Evansville, Town of Bar Nunn, Town of Midwest and the Town of Edgerton have followed the Natrona County fireworks ban since 1980.

Professionally produced fireworks displays are allowed under the International Fire Code (IFC) Section 5608, Fireworks Display. Examples of such displays include the annual fireworks display at the Casper Events Center on July 4th, and fireworks displays following certain baseball

games at Mike Lansing Field. Fireworks vendors must obtain a permit from the fire department with very stringent rules designed to protect the public spectators at such events.

IFC Section 5601.1.3 Fireworks states that the possession, manufacture storage, sale, handling and use of fireworks are prohibited with the exception that:

4. The possession, storage, sale, handling and use of specific types of Division 1.4G fireworks where allowed by applicable laws, ordinances and regulations, provided that such fireworks and facilities comply with NFPA 1124, CPSC 16 CFR Parts 1500 and 1507, and DOTn 49 CFR Parts 100-185, as applicable for consumer fireworks.

Prior to prohibiting fireworks in 1980, wildland fires were more prevalent in the summers due to fireworks as the ignition source. As the City of Casper and surrounding communities have grown, our exposure to homes in the wildland urban interface have also increased. The complexity and resource demands in this interface firefighting environment have increased exponentially.

While the Fire Code has provisions to allow the sale and use of consumer grade fireworks, such sales and use in our arid high plains desert with elevated temperatures, dry fuel, low humidity, and windy conditions would be a significant fire safety concern.

Fires reported with the heat source "fireworks"

	2014	2015	2016	2017	2018	Grand Total
Explosive, fireworks, Other			1		1	2
Fireworks	4	6	5	3		18
Grand Total	4	6	6	3	1	20

Financial Considerations

The financial consideration to the City has not been calculated at this time; however, there could be a financial impact should the ban be removed due to the costs deploying the wildland fire team.

Oversight/Project Responsibility

Fire Department and Police Department would be responsible for any calls related to firework usage.

Attachments

Natrona County Fireworks Ban Resolution

RESOLUTION NO. 45-05

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF NATRONA COUNTY, WYOMING**

PROHIBITION ON THE SALE OR USE OF FIREWORKS IN NATRONA COUNTY

WHEREAS, Natrona County, Wyoming, through adoption of the Uniform and International Fire Code, has continually prohibited the sale, use and possession of fireworks since 1980; and,

WHEREAS, W.S. § 35-9-106 (a)(i) states the International Fire Code will establish minimum fire standards for the State of Wyoming, enacted July 1, 2003; and,

WHEREAS, Natrona County has enacted the 2003 International Fire Code defining and prohibiting the sale, possession or use of fireworks; and,

WHEREAS, W.S. § 35-10-208(c), as amended in 1995, defines fireworks as used in this resolution are those items which may be sold or offered for sale under 15 USC 126; 21 USC 371, and 16 CFR, Commercial Practices, part 1507, and allows counties by resolution to prohibit the sale to Wyoming residents of fireworks within the borders of the county and outside the corporate limits of any town or city; and,

WHEREAS, the Board of County Commissioners of Natrona County, Wyoming has determined that in the interest of public health and safety, in particular wildland fire safety, the sale and use of fireworks within the boundaries of Natrona County and outside the corporate limits of any towns or cities, should be prohibited.

NOW, THEREFORE, the Board of County Commissioners of Natrona County, Wyoming, hereby prohibits the sale to Wyoming residents of fireworks within the boundaries of Natrona County, outside municipal corporate limits, except for special permits issued by the Natrona County Fire District Chief;

The Board of County Commissioners of Natrona County, Wyoming further, by this reference, incorporates and affirms Section 3301.1.3 of the 2003 International Fire Code, with amendments, as adopted on the 17th day of August, 2004, pertaining to Fireworks and Pyrotechnics Special Effects Materials.

Pursuant to W.S. § 35-10-207, violation of this resolution constitutes a misdemeanor, punishable by a fine of not more than Seven Hundred and Fifty Dollars (\$750), or by imprisonment not exceeding sixty (60) days or both such fine and imprisonment.

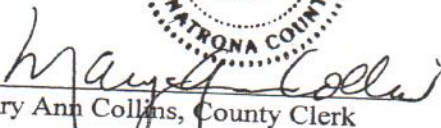
It is intended that this Resolution supersede and replace previous resolutions prohibiting the sale and use of fireworks both through adoption of the International Fire Code and other resolutions which were adopted prior to February 1, 1990, as provided by W.S. § 35-10-208(c).

DATED this 21st day of June, 2005.


THE BOARD OF COUNTY COMMISSIONERS
NATRONA COUNTY, WYOMING

ATTEST:




Mary Ann Collins, County Clerk

My term of office expires
January 2, 2007


Drew A. Perkins, Chairman

Memo

To: Casper City Council

From: Angela Emery

cc: Carter Napier

Date: June 5, 2019

Re: One Cent #16 Allocation to the Platte River Trails Trust

The Platte River Trails Trust (PRTT) requested one million dollars of Optional One Cent #16 funds for community trail infrastructure projects, (\$800,000) for projects and (\$200,000) for overhead. This request is consistent with past requests from our organization. Due to the nature of the work the PRTT performs for the City, including visioning, advocacy, grant writing, project development, and trail oversight and maintenance, City staff informed our organization that our #16 One Cent request had been placed in a category separate from other community groups. In addition, City staff also suggested that the PRTT be awarded \$500,000 in One Cent #16 to take on a leadership role in all community wide major maintenance trail projects. Below is an overview of the PRTT's strategy for the use of the One Cent #16 funds committed to our organization.

Optional One Cent #16 Projects - \$800,000:

For the past forty years, the PRTT has been responsible for helping build our community. Our organization was first awarded One Cent funds in 1979. Our ongoing strategy is to use One Cent funds as a match for other grants including the WYDOT TAP grant as well as other public and private funding sources. Although the PRTT aggressively seeks other grant opportunities, we are never sure we will be successful in our requests and how much additional funding we will receive. In addition, there are times when projects are delayed, or unanticipated opportunities arise. Therefore, the PRTT had developed a laundry list of projects the we feel are worthy of Optional One Cent #16 funds and is seeking approval from Council to pursue them over the next four years.

PV Park to Robertson Road

This project involves the installation of street bike lanes along Riverbend Road and Indian Paintbrush Drive that will take trail users to a City lot on the east side of the river where we will install a bridge crossing that will connect to the new trail on Robertson Road. This new connection allows the many residents of the neighborhoods off Robertson Road as well as the students and families at Oregon Trail school a safe a separate trail from west Casper (close to 5000 residents in Paradise Valley and Riverwest), and downtown Casper. This trail will provide a much-needed non-motorized option to travel along heavily trafficked CY Avenue (Hwy. 220).

Walmart to Ft. Caspar Academy

The PRTT, with our partner the City of Casper, received a WYDOT TAP grant to construct a trail connection from Morad Park to the Walmart shopping area and hope to construct that new trail in the fall of 2019. We've received considerable public input requesting a trail into the Wolf Creek neighborhood and Ft. Caspar Academy. This project is consistent with the PRTT and the City's desire to create a safer walking and biking environment in our community. Development is ongoing in the Wolf Creek neighborhood and the PRTT would like to be ready to move forward with this important connection should the opportunity arise in the next four years.

Phase I Robertson Road to the Whispering Springs Neighborhood

This project will involve construction of a trail that will parallel the Alcova Irrigation canal and make a connection to the Whispering Springs neighborhood and set the stage for an eventual connection to the Rim Rock recreation area that is slated to be a key BLM property in our region.

Project Funding Strategy

The goal of the PRTT is to use One Cent funds to leverage federal, state and private funding sources to assist with the development of Casper's non-motorized transportation infrastructure. We always have a funding strategy in place but cannot guarantee that grants will be awarded and at what level. In addition, sometimes there are unforeseen circumstances that result in surplus funds project delays that require a change of course. Below is our current funding strategy that identifies our pool of potential projects and funding estimates.

PRTT #16 Project Award - \$800,000

Project	Cost	Funding	Status
PV to Robertson Road	\$778,562	WYDOT TAP - \$350,00 Other Funders - \$100,000 PRTT #16 - \$328,562	Design summer of 2019
Walmart to Ft. Caspar Academy		WYDOT TAP Other Funders PRTT #16	
Phase I Robertson Rd. to Whispering Springs		WYDOT TAP Other Funders PRTT #16	
Upgrade Yessness Ponds trails installed by City of Casper		PRTT #16	

Overhead Support - \$50,000 per year (\$200,000)

The PRTT and the City of Casper have forged a successful and efficient partnership over the past forty years. With overhead support from the City (roughly \$50,000 per year since 1999) the PRTT has created a non-profit organization that harnesses the power of community volunteers to do work that has real monetary value. The overhead support the PRTT receives from the City represents less than a third of our operating budget. The remainder of our income stems from events, corporate sponsorships, individual donations and grants. The PRTT has one full time employee, one half-time maintenance employee plus a contractor that provides specific marketing services. The specific tasks the PRTT provides to the community, and the City of Casper, includes

- With assistance from City staff, writes WYDOT TAP grants for trails projects that use Optional One Cent funds allocated to our organization as the cash match.
- Write other grants to Foundations and entities to further leverage the One Cent funds allocated to our organization for trail projects.
- Work with City and County staff, and local engineers, on design and implementation of trail projects.
- Manage the Platte River Trail including supervision of our own maintenance employee who works in concert with City Parks to maintain the River Trail.
- Maintain a website that provides information to the public about community trails, events and future projects.
- Produce a community trail map that is made available at key locations around the community.
- Serve as the fiscal agent for the Respect Our River committee that has installed life jacket loaner stations at key points along the river trail and works to raise awareness of the importance of river safety.
- Serve as the face of Trails and provide customer service to the public regarding trail maintenance and expansion.
- Organize events and programs that support non-motorized travel as well as health and wellness and quality of life. Ex. Spring Trail Clean-up, Arbor Day Celebrations, Food Truck Friday, Trail Safety campaigns, Walk with A Doc, and other educational efforts.
- Provide input to the City on non-motorized transportation needs in the community.
- Serve on City committees as needed.

Repair, Replace, and Connect One Cent #16 Allocation - \$500,000:

The PRTT has been discussing major maintenance of the River Trail with City staff for several years. Some sections of the trail are 30 plus years old and in need of replacement. There are also areas of our community where trails are incomplete, or the connection is less than desirable. In 2018 City staff approached the PRTT about taking on a leadership role in all trail related repair, replacement and connection projects using a \$500,000 One Cent #16 allocation. The PRTT Board was intrigued by the offer and voted to take on this additional responsibility. We began working with City staff in December of 2018 to analyze the condition of trails community wide.

The PRTT was so excited about the opportunity to work with City staff to identify needful Repair, Replace and Connect projects that the Board asked Council to authorize redirecting surplus PRTT One Cent #15 funds towards 2 River Trail replacement projects as well as a trail connection project. One of those projects has been bid out and will be constructed this summer. Below is a list of projects we've identified to date and their source of funding. We anticipate continuing our excellent working relationship with City staff to identify other necessary replace, repair and connection trail projects over the next four years.

Potential Repair, Replace & Connect Projects and Funding Sources

Project	Status	Funding Source
Trail Replacement - Bryan Stock Trail to Ped Bridge	Bid Awarded w/Construction in summer of 2019	PRTT #15 Allocation
Trail Replacement - F. St. to Schauss Property	On hold due to easement issue	PRTT #15 Allocation
Trail Replacement - Parkway Plaza to 1st St.	On hold for River Restoration	
Connect Durbin St. Bike Lanes to Casper Mtn. Rd. trail through Armory Park	Design this summer	PRTT #15 Allocation
Repair trail in Riverview Park and connect to Wells Park		\$21,580 - PRTT #15 \$78,420 - #16
Connection Trails in Yessness Pond Area		PRTT #15 Allocation
Replace River Rail from 1st St. to Parkway Plaza	Must coordinate with River Restoration - High Priority	#16 Major Maintenance Funds

May 29, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tim Cortez, Parks and Recreation Director *TC*
SUBJECT: Downtown Flags

Meeting Type & Date
Council Work Session
June 11, 2019

Action type
Direction Requested

Recommendation

That Council provides direction on City installed flag displays in the downtown corridor.

Summary

In an effort to create a more patriotic downtown atmosphere, staff has investigated different options for American Flag displays. The findings are not quite as clear as hoped.

First off, the design of most of the downtown lighting fixtures prevent flags from being placed perpendicular to the street. If they were placed perpendicular, they would have to be set at a very low level to not interfere with the fixture. This would put the flags at the risk of vandalism and theft. The flags could be placed at a 45-degree angle to the street at the detriment of visibility of the flag and other surrounding signs.

Secondly, there are banner holders scattered throughout downtown. We can purchase American Flag themed banners to place in these holders. Unfortunately, there are at least two different types of holders so we would need to purchase two different banners or standardize the holders to a certain size of banner. Standardization of the holders would be preferred.

Currently staff can do the 2nd Street corridor from Ash Street to Durbin Street and Center Street from 1st Street to Midwest Avenue with current banner infrastructure. Thirty-four banners or flags would be purchased.

Financial Considerations

The banner option would be about \$3000 for 34 banners (2'X4').

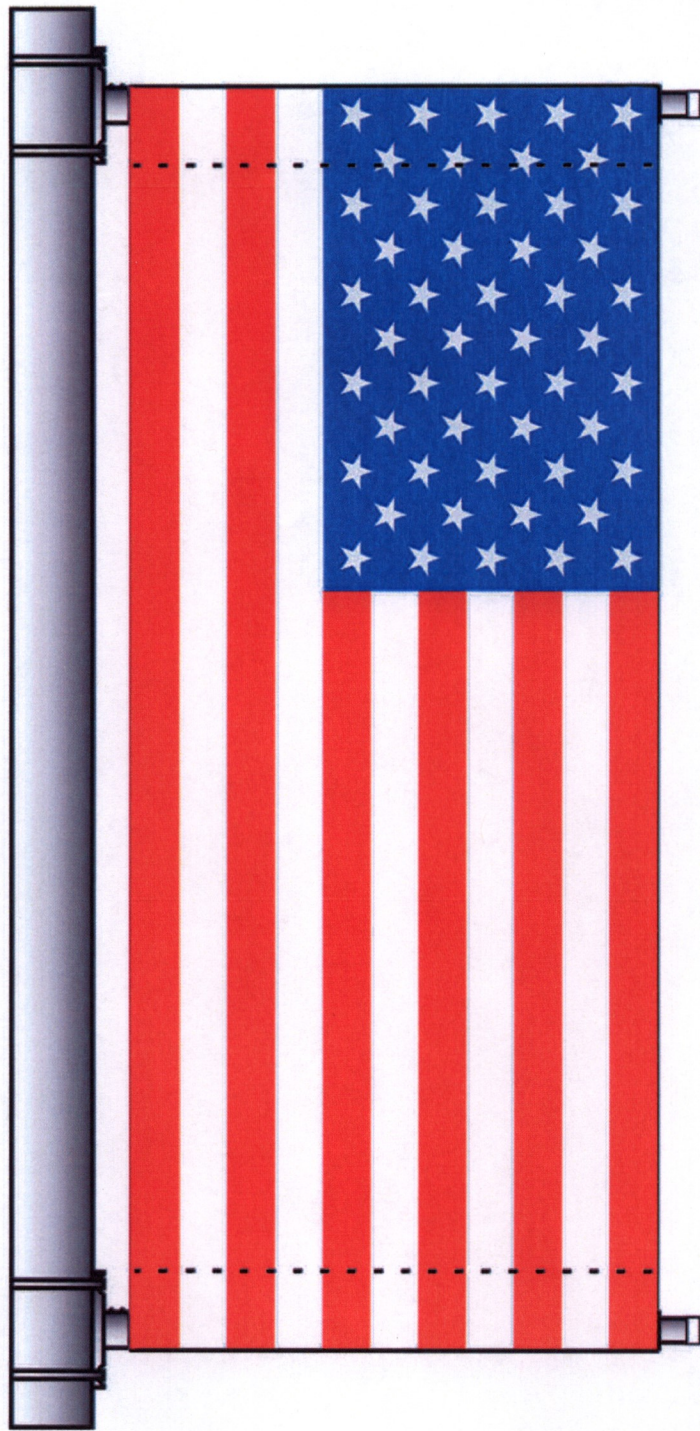
The flag on pole option would be about \$1190 for 34 poles with American Flags (3'X5').

Oversight/Project Responsibility

Tim Cortez, Parks and Recreation Director

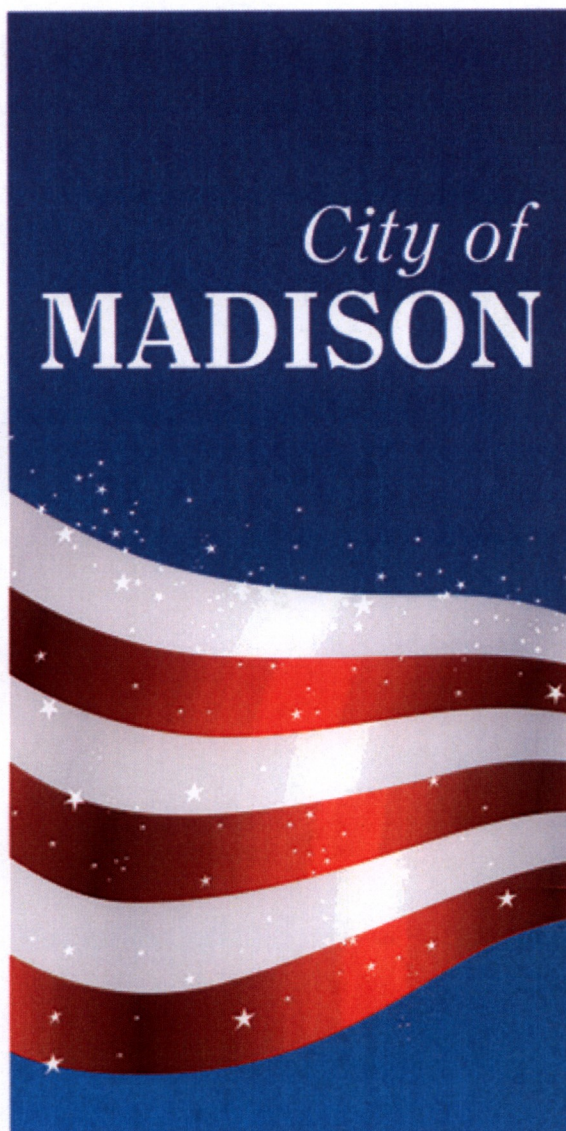
Attachments

Banner Samples











May 29, 2019

MEMO TO: J. Carter Napier, City Manager 
FROM: Tim Cortez, Parks and Recreation Director 
SUBJECT: Second Sheet of Ice at Casper Ice Arena

Meeting Type & Date
Council Work Session
June 11, 2019

Action type
Direction Requested

Recommendation
That Council give direction on plans for Casper Ice Arena.

Summary
Casper citizens and player groups have expressed concern about the current ice arena facility. The main concern is the lack of ice time after school gets out. After 4 p.m., ice time is a premium and there is no capacity for additional programming. Most nights, children are getting out of practice at 10 p.m. or later.

The second concern is from sporting groups, which would like to host tournaments and events on the weekends. Having only one sheet of ice drives tournament and event organizers to other cities and towns where two or more sheets are available. Casper would get better consideration for such events should it have another sheet of ice to increase flexibility and the size of the event.

There is some capacity for additional ice programming on school days before 3 p.m.

Financial Considerations
None at this time.

However, it should be noted the ice plant that is scheduled to be moved to Casper Ice Arena in the summer of 2020 could support two sheets of ice with \$400,000 of modifications. A new standalone ice plant can be in excess of one million dollars.

In addition, the City has dasher boards, glass, and other equipment from the Events Center that can be used at a new facility. This is about \$500,000 of equipment currently in storage.

Oversight/Project Responsibility
Tim Cortez, Parks and Recreation Department Head

Attachments
None.

Casper Ice Arena

Second Sheet Expansion Project

-Objective

- Second sheet of ice impact
 1. Why we are here now and why now is the time to add the second sheet of ice
 2. Current user group detail, growth
 3. Expanded use opportunities beyond ice time for the new addition
 4. Baseline financial and economic impact from adding the second sheet
 5. Details of draft building plans we have put together
 6. Big picture growth opportunities in the future

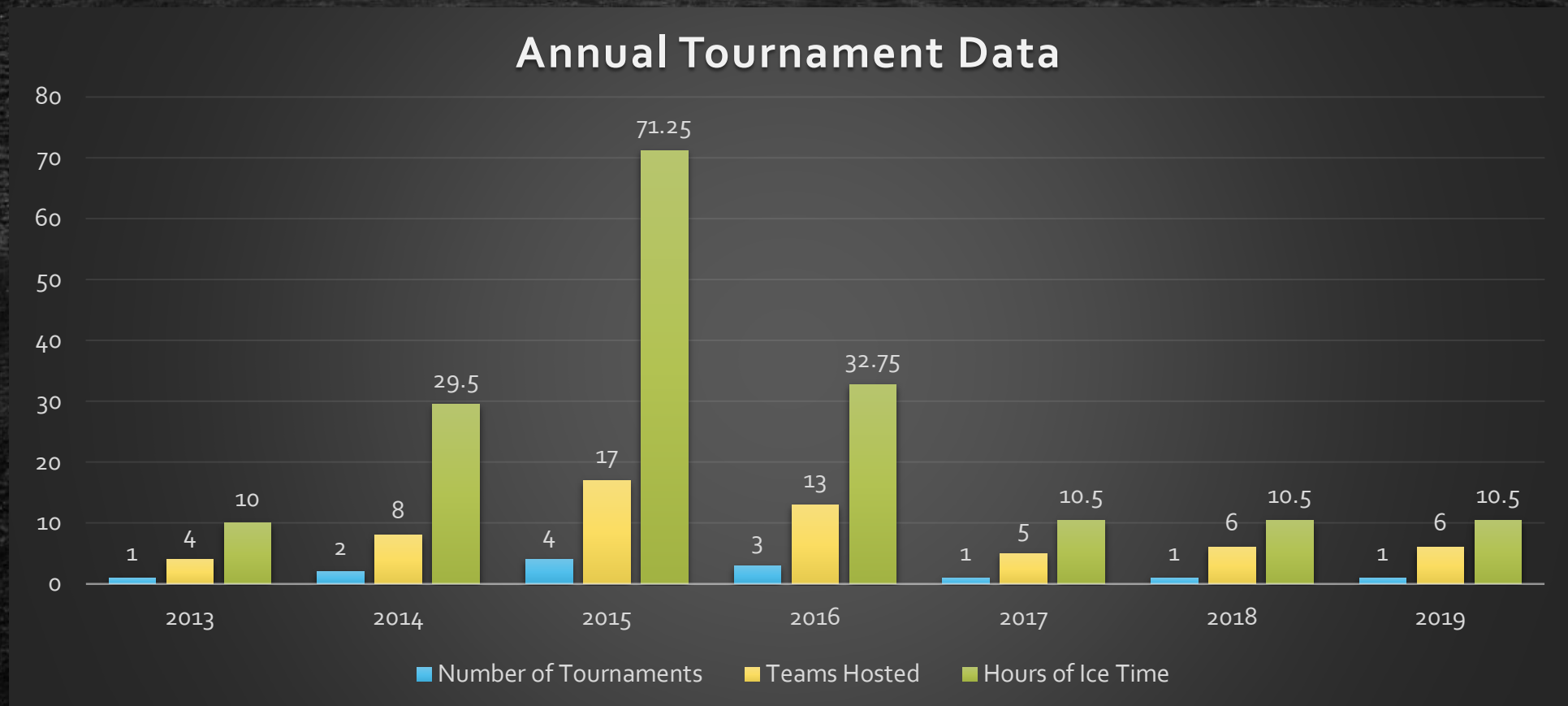
Why Now?

- The current user groups (CAHC, Figure Skating, Adult Competitive League, CSS, Junior Hockey, MSHL, Adult Rec, Public Skating, and Stick & Puck) are all restricted by limited ice time
 - User group enrollment is restricted
 - Kids getting off the ice as late as 10:35
 - Men's league plays as late as 11pm
 - Lack of Tournaments; cannot be scheduled due to ice time restriction
 - Three user groups are currently suspended during prime season operations
- New user groups can't be added
 - Curling
 - Youth Rec League

**Casper Ice Arena
Mock Up Schedule
Sep 2019 - Oct 2019**

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Time
5:45	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface				5:45
6:00	6:00 AM	6:00 AM	6:00 AM	6:00 AM	6:00 AM			6:00
6:15	Open FS	Open FS	Open FS	Open FS				6:15
6:30			6:45 AM					6:30
6:45	7:00 AM	7:00 AM	Power	7:00 AM	CAHC			6:45
7:00	7:00 AM	7:00 AM	Stroking	7:00 AM				7:00
7:15	Open FS	Open FS	7:15 AM	Open FS	7:30 AM			7:15
7:30			Open FS		Ice Resurface			7:30
7:45	8:00 AM	8:00 AM	8:00 AM	8:00 AM				7:45
8:15						8:15 AM	8:15 AM	8:15
9:00						CAHC	CAHC	9:00
10:00						10:15 AM	10:15 AM	10:00
10:15						Ice Resurface	Ice Resurface	10:15
10:30						10:30 AM	10:30 AM	10:30
10:45						Mile High	Adult Drop	10:45
11:00						Mites	Hockey	11:00
11:15						11:30 AM	11:30 AM	11:15
11:30						Ice Resurface	Ice Resurface	11:30
11:45						11:40 AM	11:45 AM	11:45
12:00						CSS	CAHC	12:00
12:15								12:15
12:30						12:45 PM	12:45 PM	12:30
12:45	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	12:45
1:00	1:00 PM	1:00 PM	1:00 PM	1:00 PM	1:00 PM	1:00 PM	1:00 PM	1:00
1:45	Public Skating	Public Skating	Public Skating	Public Skating	Public Skating	Public Skating	Public Skating	1:45
2:45	3:00 PM	3:00 PM	3:00 PM	3:00 PM	3:00 PM	3:00 PM	3:00 PM	2:45
3:00	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface	3:00
3:15	3:15 PM	3:15 PM	3:00 PM	3:15 PM		3:15 PM	3:15 PM	3:15
3:30								3:30
3:45	S&P	S&P	S&P	S&P	3:45 PM	CAHC	CFSC	3:45
4:00			4:00 PM		Open FS			4:00
4:15	4:15 PM	4:15 PM	Ice Resurface	4:15 PM				4:15
4:30	CAHC	CSS / CMSHL	4:30 PM	CAHC	4:45 PM			4:30
4:45			Open FS		Ice Resurface			4:45
5:00	5:15 PM	5:15 PM	Freestyle		5:00 PM	5:15 PM		5:00
5:15	10-min Res	Ice Resurface				Ice Resurface	5:30 PM	5:15
5:30	5:25 PM	5:30 PM			Public Skating	5:30 PM	10-min Res	5:30
5:45	CSS		High			Stick & Puck	5:40 PM	5:45
6:00	6:00 PM		Freestyle			LR 3		6:00
6:15	Low		6:30 PM			6:30 PM	CAHC	6:15
6:30	Freestyle		Ice Resurface			Ice Resurface		6:30
6:45	7:00 PM		6:45 PM		7:00 PM	6:45 PM		6:45
7:00	Ice Resurface				Ice Resurface	Storm		7:00
7:15	7:15 PM				7:15 PM	LR 2 & 4	7:30 PM	7:15
7:30		CAHC	CAHC	CAHC	Storm	7:45 PM	10-min Res	7:30
7:45					LR 2 & 4	Edge/chip/feather	7:45 PM	7:45
8:00					8:15 PM	Dry Cut	CCL	8:00
8:15					Edge/chip/feather	Ice Resurface		8:15
8:30					Dry Cut		8:45 PM	8:30
8:45					Ice Resurface		10-min Res	8:45
9:00	CAHC				10-min Res			9:00
9:15					9:00 PM		CCL	9:15
9:30					Club Hockey			9:30
9:45					LR 3 & 4	Changes:	10:00 PM	9:45
10:00							Ice Resurface	10:00
10:15	10:30 PM	10:30 PM	10:30 PM	10:30 PM				10:15
10:30	Edge/chip/feather	Edge/chip/feather	Edge/chip/feather	Edge/chip/feather				10:30
10:45	Dry Cut	Dry Cut	Dry Cut	Dry Cut				10:45
11:00	Ice Resurface	Ice Resurface	Ice Resurface	Ice Resurface				11:00

CAHC – Tournament Reduction

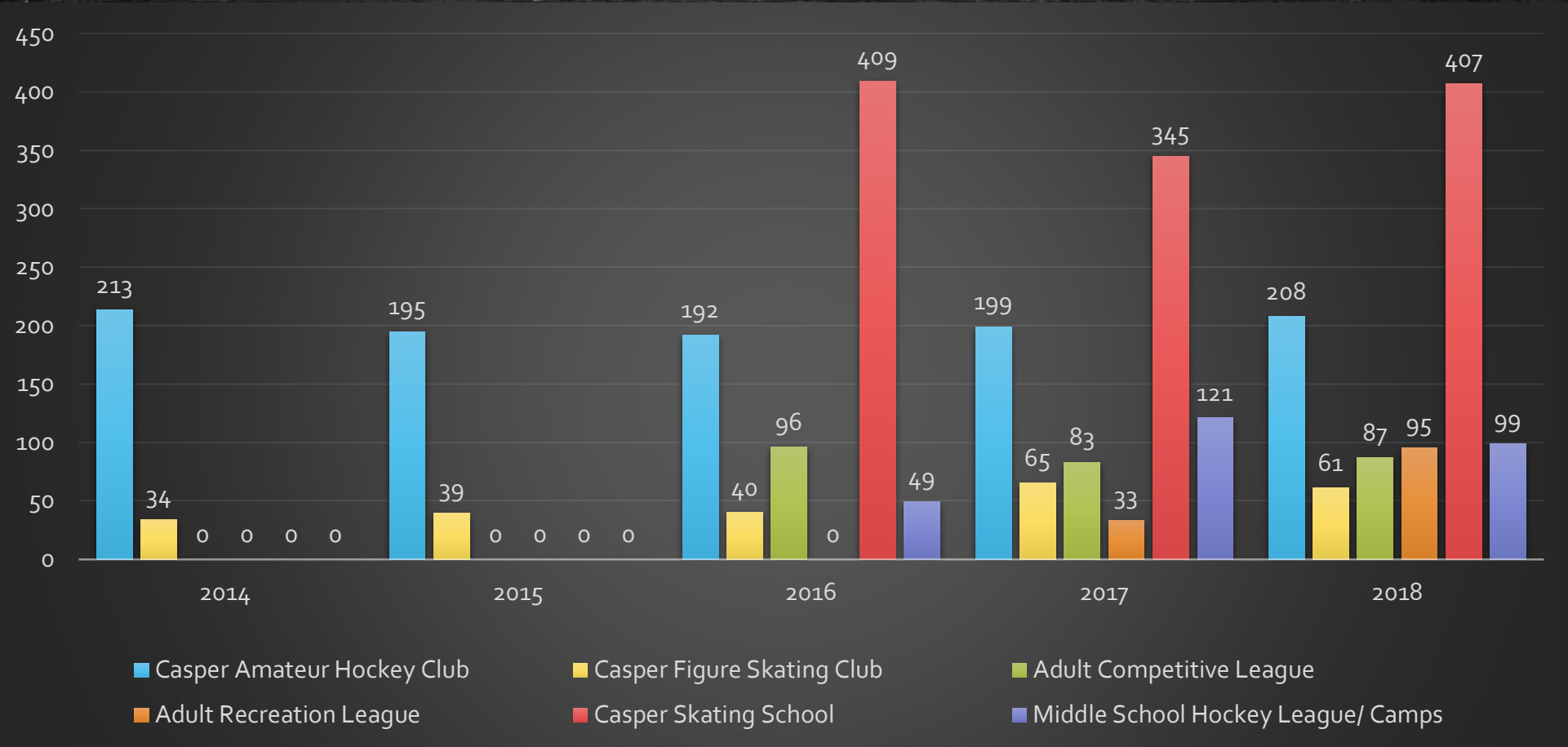


Why Now? Continued

- Some assets already owned by City of Casper
 - The planned replacement from the Events Center can run two sheets of ice
 - Boards and glass from events center can be moved to new rink
 - Ice layover boards are already owned by City of Casper
 - Current Ice Maintenance Equipment i.e. Zambonis
- Demand is going to continue to expand
 - Growing population
 - Expanded state interest in ice sports
 - Cheyenne, Gillette, Jackson, Cody, and now Sheridan all have Junior level hockey
- Opportunity to piggy back off the work that needs to be done to the current sheet of ice
 - There are likely financial benefits from doing both projects at the same time

Growth Trend

Users: 2016: 786 2017: 846 - 8% Growth 2018: 957 - 13% Growth



Benefits to Current User Groups

- CAHC: expanded users, can go from 18 hours of usage to 30 hours of usage per week, and also add multiple tournament weekends, kids would be able to leave the rink at a reasonable time of night
- Figure skating: expanded users, added hours of ice time, ability to host at least one more competition
- Men's League: expand users, add ice time, and ability to host at least one tournament.
- Other user groups are very similar.

Activities During Offseason

- Indoor Soccer
- Lacrosse
- Batting Cages
- Rental Space (Dryland, Crossfit, Sport specific training, Etc.)
- Trade Show – Private
- Corporate Office Events

Economic Impact

- Economic gain from hosted tournaments and events
 - Direct spending Community Impact - \$85,250 - \$91,550 per standard event
 - We feel it is very reasonable to expect 7 standard annual events to be added within the first two years, which would provide additional direct spending of approximately \$620,000 per year.
 - As our reputation builds, larger events will be added. These can generate significantly more direct spending as shown on the following slide.
- Ice Revenue and how it offsets the additional cost
 - The new ice plant will run both facilities
 - No additional staff necessary to operate the expansion
 - The additional rink revenue will more than offset the additional costs. The result will be a net financial gain, which lower subsidy that is currently paid by the City
 - Expected revenue increase of over 50%
 - Expected maintenance cost increase of approximately 35%

- Community Economic Impact -

EVENT INFORMATION	
Event Date	2020
Event Name	12 U Tournament - 5 Teams
Event Days	3
Average Room Rate	\$ 87.00
Spectators and Participants	
Spectators and Participants	250
Event Organizer Spending	\$ 4,000.00
Event Site Spending	\$ 2,500.00
EVENT IMPACT	
Room Nights	300
Local Option Sales Tax	\$ 852.50
State Sales Tax	\$ 2,387.00
State Sales Tax Returned to Casper	\$ 1,023.00
Direct Spending Impact	\$ 85,250.00

EVENT INFORMATION	
Event Date	2020
Event Name	Figure Skating Competition
Event Days	3
Average Room Rate	\$ 87.00
Spectators and Participants	
Spectators and Participants	270
Event Organizer Spending	\$ 4,000.00
Event Site Spending	\$ 2,500.00
EVENT IMPACT	
Room Nights	324
Local Option Sales Tax	\$ 915.50
State Sales Tax	\$ 2,563.40
State Sales Tax Returned to Casper	\$ 1,098.60
Direct Spending Impact	\$ 91,550.00

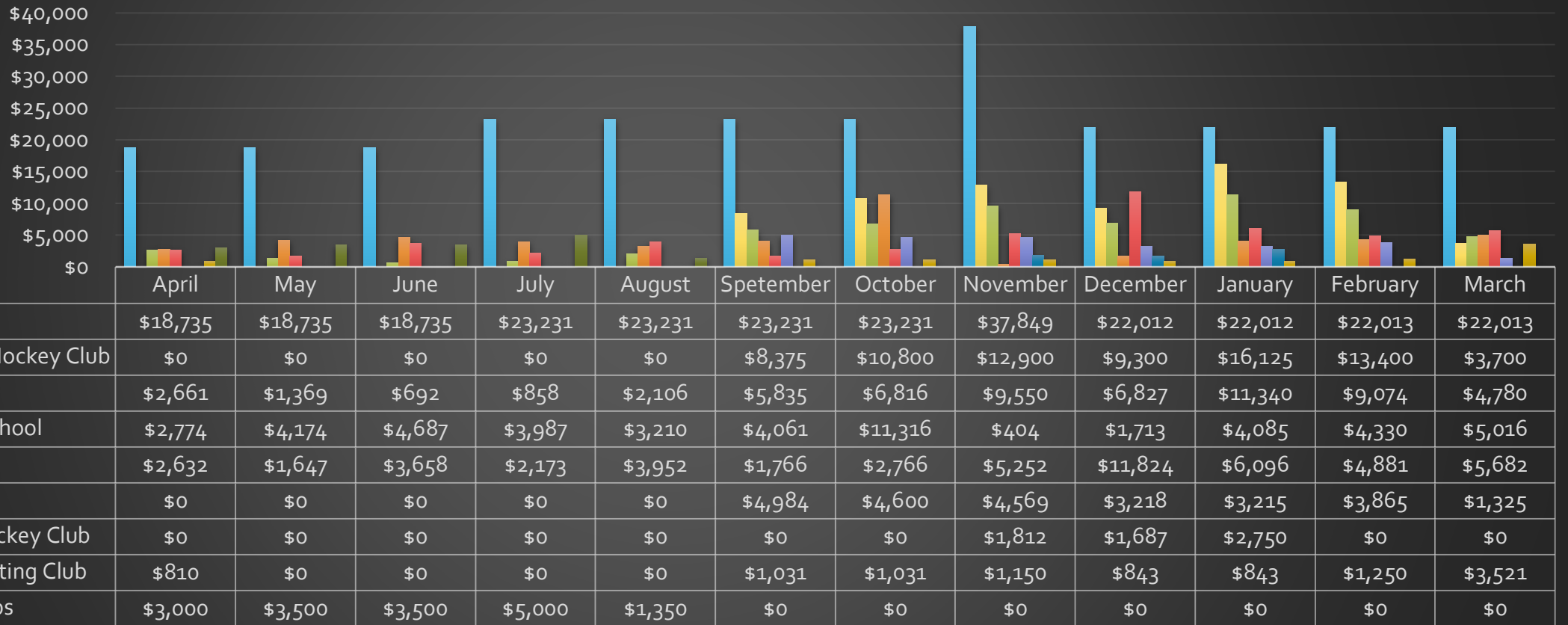
EVENT INFORMATION	
Event Date	2020
Event Name	10 Team Hockey Tourney
Event Days	3
Average Room Rate	\$ 87.00
Spectators and Participants	
Spectators and Participants	500
Event Organizer Spending	\$ 4,000.00
Event Site Spending	\$ 2,500.00
EVENT IMPACT	
Room Nights	600
Local Option Sales Tax	\$ 1,640.00
State Sales Tax	\$ 4,592.00
State Sales Tax Returned to Casper	\$ 1,968.00
Direct Spending Impact	\$ 164,000.00

Annual Impact From 7 Standard Events - \$620,000

Annual Impact From 7 Standard & 2 Large Events - \$948,000

Operational Revenue

April 2017-March 2018

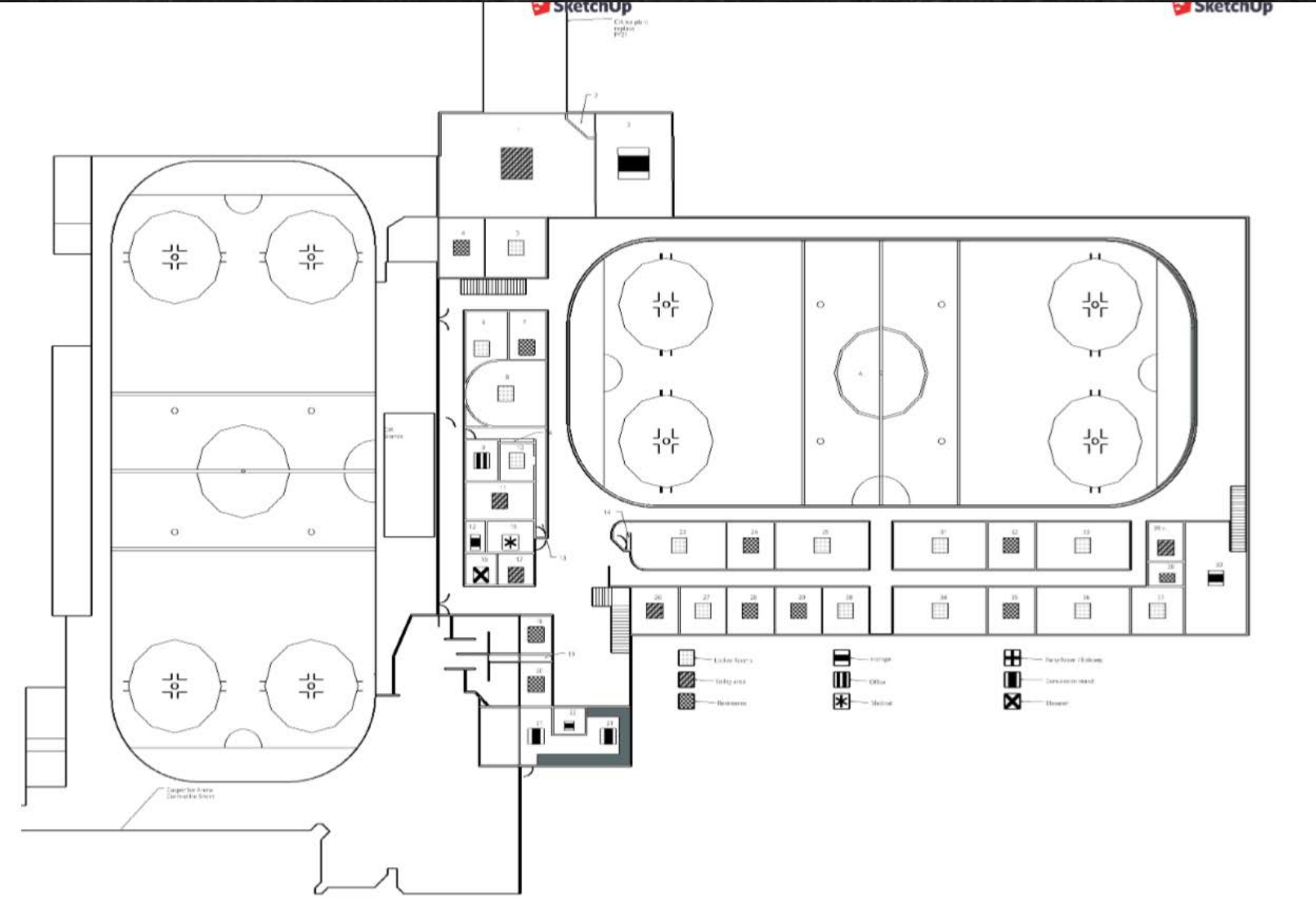


Proposed Second Sheet - Rendering



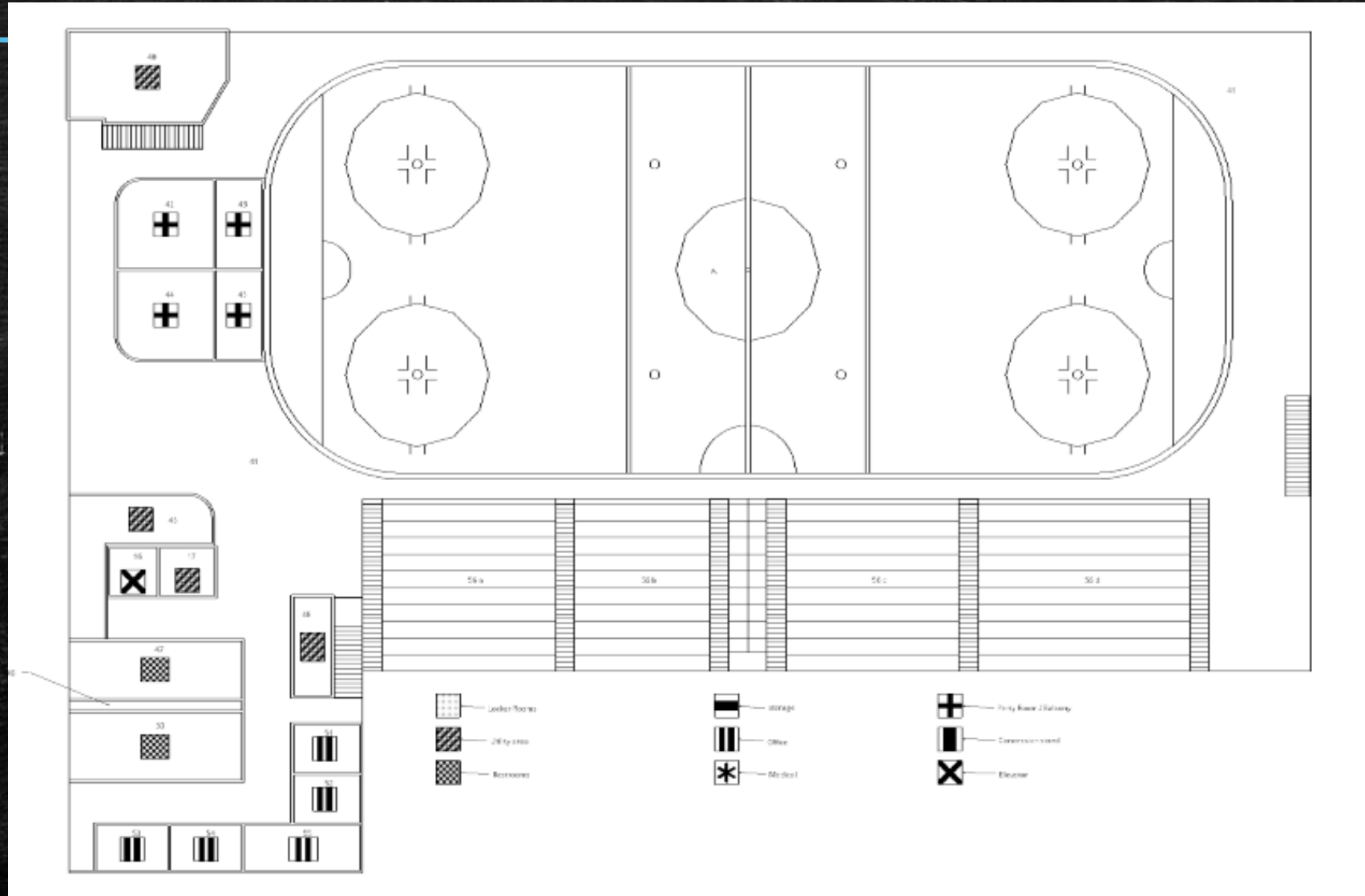
Appendices
attached

Second Ice - Proposed Layout - Floor 1



Appendices attached

Second Ice - Proposed Layout - Floor 2



Appendices attached

Second Ice Highlights

- Improved locker room accommodations
- Multiple skyboxes for parties and private events
- Improved offices for current and future user groups
- Ice can be removed in offseason to allow for alternative activities
- Will be added onto the West of the current Ice Arena
- 55,000 square feet
- Walking track
- Medical room
- Removable bleachers for room for off ice training
- Space for dryland training and video review
- Added parking to the North

Big Picture Ideas

- Be the premier facility not only in our state but in our region
- Host Avalanche Affiliate Games
- Work with the state hockey league on hosting all divisional state tournaments, potential to host 50+ out of town teams
- Host regional and national figure skating competitions
- AA hockey team in the summer months
- Host large hockey camps

Next Steps

- One Cent Funding
- Community Fundraising
- Private Investment
- City Budget Planning

Qualification of Expansion

- economic feasibility study
- Market analysis
- RFP

Conclusion/Summary

- Building the future for our kids and giving the community an opportunity for growth.
- Helping our youth by creating a positive environment while be attentive to their lives outside of the rink

June 6, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tom Pitlick, Financial Services Director *TP*
SUBJECT: Amendment to the Fiscal Year 2019 Budget

Meeting Type & Date
Regular Council Meeting
June 18, 2019

Action Type
Public Hearing
Resolution

Recommendation:
That Council, by Resolution, authorize an amendment to the Fiscal Year 2019 Budget.

Summary
The Municipal Budget Act, Section 16-4-108, prohibits the expenditure or encumbrance of any money in excess of the amounts provided in the budget for each department. To comply with this requirement, City Council may authorize an adjustment of budgets.

During the year, a comparison is made between budget and actual expenditure. This evaluation often leads to a certain number of budget adjustments. A budget adjustment is typically done when:

- (1) Funding became available after the start of the fiscal year, often due to the receipt of a grant.
- (2) Special circumstance arose mid-year that resulted in spending more than had been originally budgeted.

The amendment, if approved, would **decrease** budgetary expenditures by \$282,316. Specific impacts include an increase to General Fund expenditures of \$213,021; an increase to General Fund dependents of \$83,999; and a **decrease** to Enterprise/Other funds of \$579,336. The major contributing factor to the overall decrease in expenditure requests is attributable to the reversal of an increase in Fleet expenditures that was approved in FY '19 Budget Amendment #1. The amount included in the amendment was \$998,699 which has been determined not to be needed. This would return the bulk fuel budgeted amounts to those adopted in the original budget.

Overview of General Fund Impacts

General Fund Expenditures – Increase/Decrease General Fund expenditures by \$213,021 in the following manner:

- Decrease Cemetery expenditures by \$1,284
- Decrease Parks expenditures by \$11,056
- Increase Police Department expenditures by \$46,000
- Increase Police Animal Control expenditures by \$37,020
- Increase Transfers Out expenditures by \$142,341

A more detailed description of the General Fund and expenditure adjustments are presented below.

Cemetery – Decrease budgeted expenditures by \$1,284

- To correct step increase allocated in FY '19 budget amendment #2.

Parks – Decrease budgeted expenditures by \$11,056

- To correct step increase allocated in FY '19 budget amendment #2.

Police Department – Increase budgeted expenditures by \$46,000

- A position in the Public Service Communications Center (PSCC) was transferred to the Police Department within the General Fund during the last six months of FY '19. This will result in a reduction of expense in the PSCC Fund.

Police (Animal Control) – Increase budgeted expenditures by \$37,020

- Funding for unbudgeted Dispatch Services.

Transfers Out – Increase budgeted expenditures by \$142,341

- An increase for the adjustments of implementing step increases to correct the line items in other funds in the amount of \$12,341. This will be offset by reductions in Cemetery and Parks expense.
- Global Spectra requests another \$130,000 for operating expenses. This will bring the subsidy for the Casper Events Center to the maximum benchmark of \$994,919 per contract. Funding for the Transfers Out will come from General Fund unanticipated revenues.

GENERAL FUND SUMMARY:

- Total expenditure increase = \$213,021
- Offsetting revenues/transfers = \$ 0
- **Net impact to General Fund = \$213,021**

Overview of Impacts to General Fund Dependent Funds

General Fund Dependent Fund Expenditures – Increase/Decrease to General Fund dependent expenditures by \$83,998 in the following manner:

- Decrease Aquatics (Fund 45) expenditures by \$162
- Increase Ice Arena (Fund 47) expenditures by \$655

- Decrease PSCC (Fund 52) expenditures by \$46,000
- Decrease Rec Center (Fund 56) expenditures by \$494
- Increase Events Center (Fund 49) expenditures by \$130,000

A more detailed description of the General Fund Dependent expenditure adjustments are presented below.

Aquatics – Decrease budgeted expense by \$162

- To correct step increase allocated in FY '19 budget amendment #2.

Ice Arena – Increase budgeted expense by \$655

- To correct step increase allocated in FY '19 budget amendment #2.

PSCC – Decrease budgeted expense by \$46,000

- A position was transferred to the General Fund and the offset to that expense is from this request.

Recreation Center – Decrease budgeted expense by \$494.

- To correct step increase allocated in FY '19 budget amendment #2. There will also be a transfer in from the General Fund in the amount of \$12,341 to complete the step increase adjustments made in FY '19 budget amendment #2.

Event Center – Increase budgeted expense by \$130,000

- Global Spectra will not meet FY '19 budget expectations and is requesting the additional amount to cover expenses. Funding will come from a transfer from General Fund unanticipated revenues. With this amendment, the total operating subsidy for FY '19 will be \$994,919 which is the maximum subsidy benchmark per contract.

GENERAL FUND DEPENDENT FUNDS SUMMARY:

- Total expenditure increase = \$83,998
- Offsetting transfer = \$142,340
- **Net impact to General Fund Dependent Funds: = (\$58,342)**

Overview of Impacts to Enterprise and Other Dependent Funds

Enterprise and Other Funds Expenditures – Increase/(Decrease) to Enterprise and Other Fund expenditures by (\$579,336) in the following manner:

- Increase Refuse (Fund 43) expenditures by \$98,252
- Increase Balefill (Fund 44) expenditures by \$185,000
- Increase Capital Fund (Fund 30) expenditures by \$120,000
- Increase Special Grant Fund (Fund 11) expenditures by \$1,081
- Increase Buildings and Structures (Fund 63) expenditures by \$15,000

- Decrease Fleet Maintenance (Fund 60) expenditures by \$998,669

A more detailed description of the Enterprise and Other Fund expenditure adjustments are presented below.

Refuse – Increase budgeted expenditures by \$98,252

- The amount for outsourced fleet maintenance was under budgeted by \$95,000 for the addition of street sweepers and a loader. Absence of full-time employees caused part-time employees to fill in the absences and part-time employees were under budgeted by \$3,252. Funding will be transferred from the reserves.

Balefill – Increase budgeted expenditures by \$185,000

- A full-time position was erroneously missing from the FY19 budget for \$80,000. During construction, equipment was run during peak hours causing increased utility rates to total \$70,000. A piece of equipment required repairs of \$35,000 in order to effectively operate. Funding will be transferred from the reserves.

Capital Fund – Increase budgeted expense by \$120,000

- The Platte River Trails Trust deposited a grant of \$105,000 and the requested expenditures are to ensure this record is tracked so funds are appropriated correctly. In addition, \$15,000 will be transferred to the Buildings and Structures Fund to cover the cost of Freon for the Ice Arena and the City Hall chillers.

Special Grants – Increase budgeted expenditures by \$1,081.

- A grant was awarded prior to FY19 budget approval and remaining funds will cover the requested expenditures.

Buildings and Structures – Increase budgeted expenditures by \$15,000.

- \$7,000 of freon was needed for the Casper Ice Arena due to failure/soft spot in the ice. Also, a heat exchanger for the City Hall chiller failed and had to be replaced at a cost of \$8,000. Costs were not anticipated and will be covered through a transfer from the Capital Projects Fund.

Fleet Maintenance – Decrease budgeted expenditures by \$998,669

- An alternate method of allocating bulk fuel costs city-wide was contemplated with funding approved via Budget Amendment #1 to the FY'19 budget. It has been determined that the original method is preferred allowing the reduction in the amended expense.

ENTERPRISE AND OTHER FUNDS SUMMARY:

- Total expenditure decrease = (\$579,336)
- Offsetting transfer = \$15,000
- **Net impact to Enterprise and Other Funds: = (\$594,336)**

Financial Considerations

While the amendment proposes an overall **decrease** to various expenditure budgets by (\$282,316), the total net positive impact to Fund balances will be (\$439,657). Of this, \$213,021 will negatively

affect the General Fund, which will be covered by unanticipated revenues; General Fund dependent funds will realize a positive impact of (\$58,342), primarily through transfers in from other funds and a position transfer; and Enterprise and Other Funds will realize a positive net impact of (\$594,336). As stated earlier, the major contributing factor in this decrease is related to the \$998,669 adjustment to Fleet Maintenance expense. Other increases will primarily be funded through reserves.

Oversight/Project Responsibility

Tom Pitlick, Financial Services Director