

COUNCIL WORK SESSION

Tuesday, September 24, 2019 at 4:30 p.m.
City Hall - Council Meeting Room

AGENDA

1. Council Meeting Follow-up
2. Health Department Discussion
3. Downtown Parking Study Implementation
4. Finance Policies – Phase 2
5. Agenda Setting
6. Legislative Review
7. Council Around the Table

Mayor Pro-Tem Johnson called the meeting to order at 4:34 p.m. with the following Councilmembers present: Freel, Huber, Hopkins, Lutz, Bates, and Mayor Pro-tem Johnson. Councilmembers Pacheco, Cathey and Mayor Powell were absent.

Anna Kinder, Executive Director of the Casper-Natrona County Health Department, provided information to Council on the services of the Health Department as well as their funding sources. She reviewed some of their projects and initiatives including child health services, disease prevention clinic, travel evaluations, environmental health inspections, public health preparedness, and cancer resource services.

Next, Council discussed the downtown parking study. They specifically discussed a key element of that study that suggested installing parking meters in the downtown area to optimize the in-demand parking spaces. City Manager Napier explained that while the study indicated that parking inventory is not the problem, the access to in-demand parking spaces during peak times is a problem. He also explained that if parking meters were installed, staff does not want to create a parking department, but that an enterprise fund would be utilized as an accounting feature.

Liz Becher, Community Development Director, and Police Chief McPheeters then gave a more detailed description of the parking meter proposal. They explained that the parking spots are being utilized for business's employee parking instead of customer parking, and that parking meters would help alleviate this problem. The recommendation is to install meters on a few of the high demand streets downtown with a rate of \$1/hour from 7 a.m. to 6 p.m. which would help to incentivize employees to utilize the parking garage that is much cheaper. Chief McPheeters explained that enforcement of the current 2-hour parking limit is very labor intensive for staff and holding people accountable to pay their tickets is also very difficult. Chief McPheeters also discussed an automatic license plate detector program that could be used, but suggested waiting until the bugs are fixed for these programs before purchasing the technology. The payback for the cost of meters is estimated to be 1.3 years and some of the security upgrades for the parking garage have already been budgeted. Council then discussed maintenance and enforcement of the parking meters. Councilmember Lutz brought up the possibility of having the first 15-minutes free for people doing quick pick-ups. Mayor Pro-tem Johnson said that Mayor

Powell wanted him to relay that he is in support of the parking meters. Council decided to wait until the absent Councilmembers are present before giving direction on this issue.

Next, City Manager Napier discussed the second phase of finance policies which included investment, procurement, change orders, and general purchasing policies. He discussed utilizing an investment advisory council with members from the private sector to help advise City staff on certain types of investments. The new policies would also increase the regular and sole source purchasing authority for the city manager to \$35K, and would allow change orders up to \$35K to be authorized by the city manager.

Next, Council set the agenda for the October 22, 2019 work session.

The meeting was adjourned at 5:55 p.m.

CITY OF CASPER, WYOMING

ATTEST:

A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor