

WORK SESSION AGENDA



Casper City Council
City Hall, Council Meeting Room
Tuesday, February 11, 2020, 4:30 p.m.*


*City Council will be meeting for tours of the 19th Hole Facility beginning at 11:30 a.m. The meeting will resume with regular work session agenda items at 4:30 p.m. at City Hall.

Work Session Meeting Agenda		Recommendation	Allotted Time	Beginning Time
<i>Tours of the 19th Hole Facility will be held at 11:30 a.m., 12:00 p.m., and 12:30 p.m.</i>				
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Proclamation Recording (Council Chambers)		5 min	4:30
2.	Liquor License & Permit Processing Status Update	Direction Requested	30 min	4:35
3.	Health Department Update	Information Only	20 min	5:05
4.	Wayfinding	Direction Requested	30 min	5:25
5.	Deannexation Request	Direction Requested	30 min	5:55
6.	Municipal Golf Course Clubhouse & Concession	Direction Requested	20 min	6:25
7.	Agenda Review		20 min	6:45
8.	Legislative Review		10 min	7:05
9.	Council Around the Table		10 min	7:15
Approximate End Time:				7:25

We are **CASPER**

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

February 7, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk
Carla Mills-Laatsch, Licensing Specialist

SUBJECT: Liquor License and Permit Processing Status Update

Meeting Type & Date

Work Session
February 11, 2020

Action type

Direction Requested

Recommendation

That Council provide direction on the possible changes to City ordinances and permit processing.

Summary

After our last work session on January 28, 2020, Staff reviewed our ordinances and state statutes. Currently, catering permits authorize the sale of alcoholic liquor and malt beverages to any person holding a retail liquor license for sale at meetings, conventions, private parties and dinners or at other similar gatherings not capable of being held within the licensee's licensed premises. Staff recently found that under current City Ordinance, thirty-six permits may be issued for any person or organization per year per location. Malt Beverage Permits authorize the sale of only malt beverages to any person or organization for sales at a picnic, bazaar, fair, rodeo, special holiday or similar public gathering. Ordinance states that twelve permits may be issued to any person or organization with a maximum of twenty-four per location in any one year. However, State Statute does not have the twenty-four maximum on the location. The City could remove the twenty-four maximum from City ordinance.

Staff then set up a conference call with the State Liquor Division to discuss any other options the City has to help regulate liquor within the City.

One item that the State explained was that it was within the City's purview to define what a location meant. For example, within one building there could be several floors, rooms, suites, etc. The City could define this one building as having several locations for the purpose of awarding catering permits. This would allow each floor, etc., to receive thirty-six catering permits.

Another item that the City could look at is with regard to issuing Special Malt Beverage permits. This permit allows public auditoriums, civic centers, and events centers to receive a permit for

malt beverages to be sold for a period of up to a year. Previously, the state statute had several restrictions that narrowed the scope of which of the aforementioned locations would qualify to receive this permit. In July 2017, the State removed these restrictions and gave the licensing authority the ability to set their own guidelines to issue special malt beverage permits. The City's ordinance could also remove these restrictions to fit the City's needs better.

Additionally, the State has amended the conditions and restrictions placed on operation hours for all liquor licenses. "Operational" in State Statute is defined as a weekly basis but does not go into further detail, however the City could go into detail in our ordinances.

Lastly, the State explained that the City has the ability to designate an area or "premise" for permits pulled for special events. City Council may provide direction on what would be considered one event based on certain dates, times, locations, or events.

Council also directed Staff to look at sanctions for liquor dealers that do not turn in their renewal application on time. Each year the liquor licenses dealers have to renew their license. Every year several liquor license holders turn their application for renewal in late. This year one applicant was two months late. Staff has been instructed to have all those who are late available at the Council meeting to address Council regarding their late application. For next year, Staff can draft other sanctions for the ordinance for Council's review.

At this time Staff, seeks Council's direction on which of these items they would like Staff to provide draft ordinance amendments and permit process changes.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

John Henley, City Attorney (Ordinance Amendments)

Attachments

None



January 27, 2020

MEMO TO: His Honor, Mayor Freel, City Council Members and J. Carter Napier, City Manager *JCN*

FROM: Anna Kinder, Executive Director of the Casper-Natrona County Health Department

SUBJECT: Funding for new generator to keep vaccines safe. Update on vaccination.

Meeting Date: February 11, 2020 at approximately 4:30pm

Recommendation:

To partner with Natrona County to pay for half of the new Caterpillar generator to keep vaccines secure and safe. Total funding request is \$44,650.00, which we would like request from the City- \$22,325.

Summary:

The Casper Natrona County Health department has been in existence for 65 years, the original purpose for having a health department was due the 25 cases of Rheumatic Fever for a population of 27,000 in what was deemed a result of poor community sanitation. Since then in that 65 years, we have come to serve the community for a variety of purposes. We span across the life spectrum from pregnancy to end of life in our Maternal and Child Health and Adult Health programs. We provide disease prevention services ranging from education on several topics and treatment of all sexual health and women's health services, family planning, immunization from babies to older adults, immigration, TB risk assessment through treatment and epidemiological investigations to ensure there is no risk to the community for communicable diseases. We work on Community Prevention- as we are the grantee through the Natrona County Commissioners on such areas as suicide, underage drinking, binge drinking, and tobacco use. We actively test for HIV and provide case management for persons living with HIV. We are the grantee for the Wyoming Cancer Resource Services to assist with breast and cervical cancer, cancer supportive services and radon. Our Environmental Health program provides safety and inspection on all the places the community lives, eats, daycare inspections and areas of recreation.

Our programs are grant funded from federal, state and local contracts, some are required by law and we receive support from City and County funds. The Health Department continues to strive for Quality Care and looking for ways to be sustainable in a rocky healthcare world.



CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

Anna Kinder, the Executive Director of the Casper Natrona County Health Department will give a brief presentation on the current status of vaccination in Casper and Natrona County, the return on investment with vaccination and illustrate the importance of securing our vaccines without the risk of loss which would be more than \$160,000. We have had numerous power outages since this summer which has compromised our current freezer and refrigerators. Fortunately we were able to have back up and have had no vaccine lost to date. It is critical for the Health Department to be prepared for any kind of disaster, emergency or outbreak that our city and county could experience. Thank you for your time and consideration.

Powering Up Casper- Natrona County Health Department

Anna Kinder, M.S.OTR/L
Executive Director
February 11, 2020



Objective: Seeking financial support in the purchase of the generator

- ▶ Summer- loss of power multiple times
- ▶ Freezer that is required for vaccinations that must be at -30 failed
- ▶ Replacement of freezer with upcoming refrigerator replacements
- ▶ \$160,000 inventory
- ▶ Ability to store in the event of emergency



Vaccines that are available- carry all school required vaccines, recommended vaccines for Children and Adults, and travel recommended

- ▶ DTAP
- ▶ TDAP
- ▶ Polio
- ▶ Hepatitis A
- ▶ Hepatitis B
- ▶ MMR
- ▶ Varicella
- ▶ Hib (Haemophilus Influenza B)
- ▶ Pneumococcal 13
- ▶ Pneumococcal 23
- ▶ HPV
- ▶ Meningococcal ACWY
- ▶ Meningococcal B
- ▶ Shingles
- ▶ Typhoid- oral and injectable
- ▶ Yellow Fever (shortages)
- ▶ Rabies
- ▶ Rotavirus
- ▶ FLU- pediatric, regular and high dose

What makes us unique compared to other health care providers

- ▶ Protecting Our Public's Health
- ▶ Participate in weekly rounds
- ▶ Observing for trends
- ▶ Collection of data
- ▶ Mass vaccination
- ▶ Emergency Preparedness- clock starts 72 hours, but 48 hours realistic
- ▶ We provided 4,399 vaccinations during 2019
- ▶ Provide reduced cost vaccinations to the uninsured

Generator required for

- ▶ Securing vaccines at all times
- ▶ Back up EOC
- ▶ Current generator is not able to cover the building even with reduction of non essential equipment



Evaluation Questions

From the payer perspective, what is the return on investment (ROI) of public health nurses delivering immunization services in Wyoming between January 2016 and January 2019?

Sub-Questions

- What did it cost for public health nurses to provide immunization services in Wyoming between January 2016 and January 2019, as determined through a comprehensive Ingredients Method cost inventory?
 - What does it cost to deliver immunization services, per person served?
- What was the negative cost value, or savings, associated with the outcomes of nurses providing immunization services in Wyoming between January 2016 and January 2019, based on actual Wyoming immunization rates and values for disease prevention established in the literature?

Outcomes (DNP Essential II)

PHN Averted an estimated 284 cases of vaccine preventable diseases during the analysis period, resulting in a disease aversion cost (savings) of \$1,210,661.08 (minimum) - \$32,975,863.44 (maximum)

Midpoint: \$15,882,601.18

Average Annual Program Costs: \$2,169,058

-46% Personnel Costs

-46% Operational Costs

-8% Overhead Costs

Net Present Value:
\$13,713,543.13

Incremental Cost
Effectiveness
Ratio:
0.14 (cost saving)

What is the Return on Investment of Public Health Nurses Delivering Immunization Services in Wyoming?

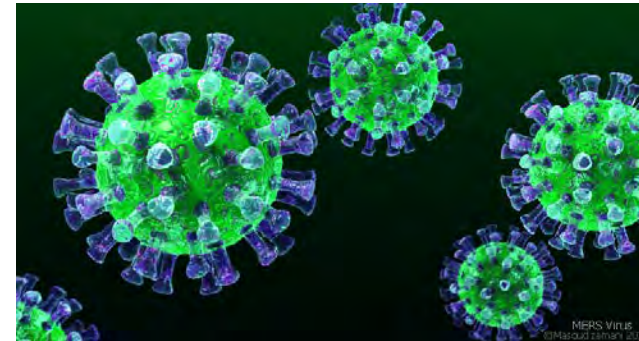
\$6.32 per \$1 spent

Benefit Cost
Ratio: 0.84

Cost per
person
vaccinated:
\$7.50

Corona virus

- ▶ Outbreak of Pneumonia in Wuhan City China- December 31, 2019
- ▶ Thousands of ill persons and unknown total number of deaths
- ▶ Related to the SARS virus we had years ago
- ▶ Similar symptoms to flu
 - ▶ Flu kills more than 50,000 people every year
- ▶ Avoid close contact with sick people.
- ▶ While sick, limit contact with others as much as possible.
- ▶ Stay home if sick.
- ▶ Cover nose and mouth when coughing or sneezing. Avoid touching eyes, nose and mouth. Germs spread this way.
- ▶ Clean and disinfect surfaces and objects that may be contaminated with germs.
- ▶ Wash hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand rub with at least 60 percent alcohol.



FLU

- ▶ Baseline data shows that we mailed 2,700 flu reminder cards in September, of those, zip code analysis was 200 county residents and 2,500 city residents
- ▶ We ordered and administered 1,730 flu shots (regular, high dose and pediatric)
- ▶ City mass vaccination clinic that was held on November 20 provided: 112
- ▶ Business clinics that are all within city limits totaled 206
- ▶ Looking to expand business clinics

Statewide Pandemic Flu Exercise

- ▶ Focus is shifting more towards preparing for a more realistic outbreak like pandemic flu
- ▶ This would require the use of large volume vaccine refrigerator units for storage in an emergency situation that requires availability of alternative power sources
- ▶ Somewhere between September 28-October 7, we will be doing an actual statewide pandemic flu exercise

Questions?

Anna Kinder akinder@cnchd.org or 307-577-9722

February 4, 2020

MEMO TO: J. Carter Napier, City Manager *gn*
FROM: Liz Becher, Community Development Director *lb*
M. Jeremy Yates, MPO Supervisor *m.j.y.*

SUBJECT: Update on Wayfinding Master Plan

Meeting Type & Date: Council Work Session, February 11, 2020

Action Type: Direction requested.

Recommendation: That Council review the final Wayfinding sign design concepts, the destination listings, and the maps of sign locations which have been proposed by the Casper community, and prioritize their preferences with the project consultants, RDG Planning & Design.

Summary: This Metropolitan Planning Organization (MPO) project kicked off in September 2019 and is scheduled for completion in March 2020. The consultants will be in the Casper area on February 10th and 11th, and will be meeting with the municipalities (Casper, Natrona County, Bar Nunn, Evansville, and Mills), WYDOT, the MPO Technical Committee and Community Steering Committee to seek final public input on the wayfinding deliverables, individualized to each municipality.

The Wayfinding Master Plan project includes:

1. Incorporation and consideration of key Casper Area municipalities, community assets, and destinations into the geographic scope of the Master Plan.
2. Identification, inventory, and analysis of existing signage and locations.
3. Incorporation of public participation into the design process.
4. Design of a framework for sign and wayfinding types for a wide range of users and environments.
5. Provision of construction and installation specifications and guides.
6. Development of implementation and capital plans.


Financial Considerations: This project is funded through the Metropolitan Planning Organization (MPO).

Oversight/Project Responsibility: Liz Becher - Community Development Director, and the MPO Team

Attachments:

None.

February 7, 2020

MEMO TO: Casper City Council and J. Carter Napier, City Manager
FROM: John Henley, City Attorney 
SUBJECT: Municipal de-annexation

Meeting Type & Date

Work Session
February 11, 2020

Action Type

Information and direction requested.

Recommendation

That Council determine if it has a majority of members who want to act upon a request for de-annexation from the City of Casper.

Summary

The real property in question is the Cemetery Addition to the City of Casper. The City owned the property; it was anticipated that at some point in the future the City would need additional cemetery plots and the subject property was the anticipated location, hence the subdivision's name. However, the need for additional space did not materialize and the property was sold to the Measurement Investments, LLC on November 21, 2017. The property was then sold on the 8th day of June, 2018 to Gorgan, LLC. (Copy of the deeds attached)

Gorgan was established by an initial filing with the Wyoming Secretary of State on May 15, 2018. On the Secretary of State's web site the derivation for the name of the LLC is:

Additional Provisions Attachment

Articles of Incorporation

Gorgan Limited Liability Co.

Article 9

There is not an English translation for the entity name "Gorgan"; "Gorgan" is a combination of the LLC members' last names- Scott Gorrie and Jesse Morgan.

Mr. Morgan is a former Casper City Council member.

The statutory process for a municipal de-annexation is to begin by determining if the County, which would get the de-annexed property by default, wants to undertake the responsibility for providing services to the property. W.S. 15-1-421(a) provides:

Any landowner within a city or town may petition the governing body of the city or town to have his land or a portion of it de-annexed and the boundaries of the city or town redrawn so their land is outside the city or town boundaries. The landowner shall file the petition with the clerk of the affected city or town and shall also provide a copy of the petition to the county commissioners of the affected county. The county commissioners shall, within sixty (60) days, prepare a report on the impact of the de-annexation. The affected city or town may not take any action on the petition for de-annexation until after the sixty (60) day period. . . .

Gorgan has made this inquiry at least twice of Natrona County.

Natrona County, as shown by the attached report from their Planner, does not believe that the property in question, which is not accessible from existing County Roads and is not contiguous to any County subdivision, would be a good fit for the County.

The most recent request of Gorgan, LLC indicates the entity wants to further subdivide the property. Of note, it is Casper which established a paved (though now deteriorated) street into the subdivision. Casper also provides City water to the residence on the property and has also placed a fire hydrant on the property.

At this point the property has City water, a City paved and dedicated road, and a fire hydrant. Additionally, Casper provides police protection and fire department service to the property.

The most recent request of Gorgan, LLC received no formal response, as far as we know, within the statutory sixty (60) days however the impact report (attached) shows multiple reasons for leaving the property within Casper.

There is also the concern that in addition to losing a portion of the City if the property was de-annexed, that additional growth of the City could be restricted to the south and west.

The timing of this request and the efforts made in other areas to annex instead of a de-annexation, seem incongruous.

Notwithstanding that the County did submit a formal response within sixty (60) days on the de-annexation petition, there is nothing that expressly precludes the City from de-annexing, though such a result does not seem to be contemplated by W.S. §15-1-421 (copy attached). The statute does state that with respect to municipal improvements that it may:

- (i) Vacate or abandon them;

- (ii) Transfer them to the county government with the consent of the county commissioners;
- (iii) Agree to transfer them to another city or town upon completion of the annexation of all or part of the de-annexed land to that other city or town;
- (iv) Retain ownership of them.

W.S. 15-1-421 (d).

If Council desires to de-annex Council will need to pass an ordinance to provide for the de-annexation and redrawing of boundaries.

Financial Considerations

The paved road of the subdivision is a City dedicated street and will need some work and potentially significant work if the property is indeed further subdivided. It is anticipated that additional water demands will be placed upon the City water should the property be further subdivide, but this will likely occur no matter whether the property is de-annexed or not.

The population of the subdivision increases Casper's population for sales tax distribution and voting representation. The financial downside if future growth to the south and west is stopped is not known at this point.

Oversight/Project Responsibility

Community Development
Casper City Attorney Office

Attachments

W.S. 15-1-421
Location maps to show the area's location
Natrona County Planner's Report
Quit Claim Deed – Casper to Measurement Investments
Warranty Deed – Measurement Investments to Gorgan LLC

Wyoming Statutes

Title 15. CITIES AND TOWNS

Chapter 1. GENERAL PROVISIONS

Article 4. ANNEXATION; DETERMINATION OF BOUNDARIES; ADDITION AND EXCLUSION OF LAND

Current with changes from the 2019 Legislative Session

§ 15-1-421. Municipal de-annexation

- (a) Any landowner within a city or town may petition the governing body of the city or town to have his land or a portion of it de-annexed and the boundaries of the city or town redrawn so their land is outside the city or town boundaries. The landowner shall file the petition with the clerk of the affected city or town and shall also provide a copy of the petition to the county commissioners of the affected county. The county commissioners shall, within sixty (60) days, prepare a report on the impact of the de-annexation. The affected city or town may not take any action on the petition for de-annexation until after the sixty (60) day period. The commissioners may establish rules and regulations for the area to be de-annexed which are consistent with county land use plans and zoning ordinances.
- (b) The petitioner shall be responsible for publishing a public notice of the petition in a newspaper of general circulation in the affected municipality no more than ten (10) days after filing the petition with the municipal clerk. The notice shall also include a map showing identifiable landmarks and boundaries.
- (c) The governing body of the city or town may by ordinance provide for this de-annexation and redrawing of boundaries provided that:
 - (i) The owners of all the land to be de-annexed either sign the petition for de-annexation or consent to the de-annexation within one hundred twenty (120) days after the final passage of the de-annexation ordinance and before its effective date. The passage of the ordinance shall serve as the consent of the city or town for any land owned by the city or town within the area to be de-annexed;
 - (ii) The ordinance is adopted within one hundred twenty (120) days after the receipt of the de-annexation petition and within one hundred eighty (180) days after the landowner's signature of the petition, unless a further consent of all the landowners is obtained before the effective date of the ordinance; and
 - (iii) If the de-annexation causes land within the city or town boundaries to no longer be

contiguous with the rest of the city or town, the de-annexation ordinance may be adopted only with the consent of all the owners of the land to be isolated by the de-annexation.

- (d) If the city or town owns any rights-of way, easements, streets or other property or improvements within the area to be de-annexed it may:
 - (i) Vacate or abandon them;
 - (ii) Transfer them to the county government with the consent of the county commissioners;
 - (iii) Agree to transfer them to another city or town upon completion of the annexation of all or part of the de-annexed land to that other city or town;
 - (iv) Retain ownership of them.
- (e) No de-annexation shall create an area which is situated entirely within the municipality but is not a part of the municipality.
- (f) The landowner petitioning to have land de-annexed and his successors and assigns shall remain liable for any assessments incurred or levied while the land was within the city or town boundaries and for all mill levies necessary to repay any indebtedness that was outstanding at any time the property was within the city or town boundaries. Neither the de-annexation nor subsequent annexation to or incorporation as another city shall increase or decrease these liabilities.

Cite as W.S. 15-1-421

Former Wolf Creek Cemetary Property



Former Wolf Creek Cemetary Property



Impacts of de-annexation:

In 1985, the City of Casper, a Municipal Corporation and W.R. Asbell and Susan E. Asbell jointly, platted the Cemetery Addition to the City of Casper. With this plat, 33.74 acres, of which 2.213 acres were included in the right of way of Moose, a roadway 50.00 feet in width was created.

If the petition to de-annex is approved, the applicant's intent is to annex into Natrona County as a rural subdivision, with no more than 6 lots of between two acres and 10.85 acres in size. (Petition #10)

- There is currently an 8" PVC waterline that runs along the west side of the subject parcel. If a county subdivision is applied for, will the subdivision receive water from the City of Casper without having to re-annex?
- Natrona County will not recommend approval of a subdivision that is contiguous to a municipality and serviced by municipal utilities.



With the de-annexation of this parcel of land, there will be impacts to Natrona County Fire

Protection District, Natrona County Sheriff's Office, Natrona County Code-Enforcement, Natrona County Planning and Building Departments.

The de-annexation of parcels contiguous to the City of Casper is not consistent with the 2016 Natrona County Development Plan.

Pertinent portions of The 2016 Natrona County Development Plan

THE GROWTH MANAGEMENT AREA

The Growth Management Area (GMA) of the County is intended to provide for efficiency of infrastructure, water, sewer and streets, which through regional delivery protects the environment, yet allows the towns, city and established neighborhoods to continue to provide the distinct lifestyles that county residents want. The Growth Management Area is, however, based on 43 "neighborhoods" each with its own distinct area and development style. (Pg. 5-1)

- The subject parcel would be located in Dragons Back Neighborhood, Neighborhood 25.

Growth, defined as residential, commercial and industrial subdivisions or parcel development, is proposed to be, but not exclusively, limited to the Growth Management Area. Growth Management is key to quality development, protection of the environment, and quality of life in Natrona County.

- Goal: Growth occurring within the Urban Area, should be served by public utilities, and be consistent with County and Municipal standards. (Pg. 2-7)
 - Policy 1, Action 2 – Require new subdivisions within a municipality's urban growth area to have an enforceable annexation agreement for the subdivision to which the County is a party. (Pg. 2-8)

URBAN ECONOMICS AND TAX BASE

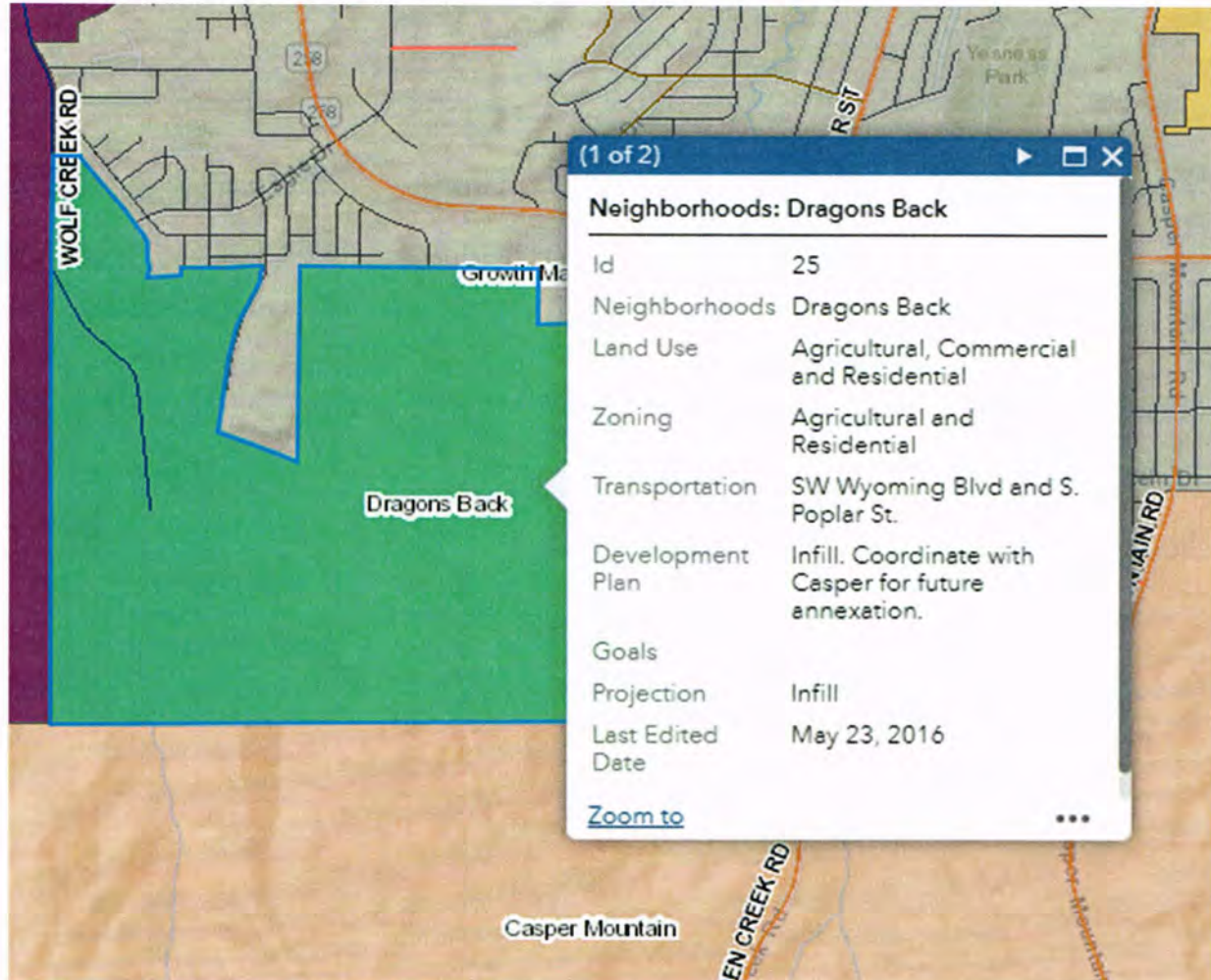
- Goal: Encourage compact growth within the urbanizing area to maximize efficiency in provisions of public services.
 - Action 1 – Continue collaboration with municipalities to provide for sound development within the Urban Areas. (Pg. 2-10)

The Natrona County Goals and Policies priorities include:

- Urban area growth shall be compact, and growth should occur from the edges of municipalities outward rather than in the county towards existing municipal boundaries. This will ensure cost effective development and provisions of services, reduce sprawl, and help reserve the quality of the environment. (Pg. 2-4)

This parcel would be located in Neighborhood 25, Dragons Back. The Planning summary for Neighborhood 25 is as follows:

- Land uses consist of agricultural, commercial and residential.
- Development Plan recommends infill. Coordination with City of Casper for future annexation. (Pg. 5-15)



Pertinent portions of the 2000 Zoning Resolution

Goals and policies:

- Control urban sprawl while cooperating with new development proposals; however, the welfare of the general public will be of primary importance. (Pg.1)
- Locate all new development based upon proven planning principles, population estimates, transportation, the existing utility networks and the availability of county facilities and services. (Pg.2)
- Be guided by the current Comprehensive Land Use Plan, The County Development Plan, for all land development and all rezoning decisions. (Pg. 2)

- Encourage the concentration of urban development in the urbanized area of the county and provide for a more efficient use of public services and facilities, including but not limited to roads, utilities, fire protection, police protection, and schools. (Pg. 2)
- Cooperate with municipalities in Natrona County to provide for compatible land use within their respective growth areas. (Pg. 3)

The de-annexation of parcels contiguous to the City of Casper is not consistent with the 2000 Zoning Resolution of Natrona County.

In conclusion, Natrona County is not supportive of the requested Petition for De-Annexation by Gorgan Limited Liability Co. The parcel is contiguous to the City of Casper, will be served by City of Casper water, and the parcel is accessed through an existing City of Casper Subdivision. The Petitioner would like to annex into Natrona County as a 6 lot subdivision that Natrona County will not be supportive of. A subdivision contiguous to a municipality served by public utilities is not supported by the Development Plan and the Zoning Resolution of Natrona County.

QUITCLAIM DEED

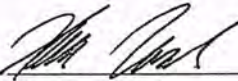
The City of Casper, Wyoming, a Wyoming Municipal Corporation, 200 North David Street, Casper, Wyoming, 82601, as Grantor, for and in consideration of Two Hundred Eighty Six Thousand Dollars (\$286,000.00) in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby conveys and quitclaims to Measurement Investments, LLC, 4410 Wolf Creek Road, Casper, Wyoming 82604, as Grantee, all interest in the following described real estate, situated in Natrona County and State of Wyoming, to-wit:

LOT 1, BLOCK 1, CEMETERY ADDITION TO THE CITY OF CASPER, SITUATED IN THE COUNTY OF NATRONA, AND THE STATE OF WYOMING.

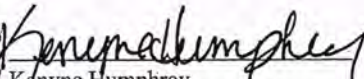
DATED this 21st day of November, 2017

Attest:

City of Casper Wyoming, Grantor:


Fleur D. Tremel
City Clerk



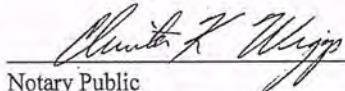

Kenyne Humphrey
Mayor

(Seal)

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this 21st day of November, 2017, by Kenyne Humphrey as Mayor of the City of Casper, Wyoming on its behalf as Grantor.

Witness my hand and official seal.


Notary Public



My Commission Expires: 05/23/2019



11/27/2017 1:27:13 PM NATRONA COUNTY CLERK

Pages: 1

1040081

Renea Vitto
Recorded: CK
Fee: \$12.00
AMERICAN TITLE AGENCY



6/11/2018 1:47:20 PM NATRONA COUNTY CLERK

Pages: 1

Renea Vitto
Recorded: SF
Fee: \$12.00
ROCKY MOUNTAIN TITLE

1048594

WARRANTY DEED

MEASUREMENT INVESTMENTS, LLC, GRANTOR(S), OF NATRONA COUNTY, AND STATE OF WYOMING, FOR AND IN CONSIDERATION OF TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION, IN HAND PAID, RECEIPT WHEREOF IS HEREBY ACKNOWLEDGED, CONVEY AND WARRANT TO:

GORGAN LIMITED LIABILITY CO. *SG*

GRANTEE(S), OF _____

NATRONA COUNTY, AND STATE OF WYOMING, THE FOLLOWING DESCRIBED REAL ESTATE, SITUATE IN NATRONA COUNTY AND STATE OF WYOMING, HEREBY RELEASING AND WAIVING ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE, TO-WIT:

LOT 1, BLOCK 1, "CEMETERY ADDITION" TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING, AS SHOWN ON PLAT RECORDED NOVEMBER 21, 1985, AS INSTRUMENT NO. 398455, TOGETHER WITH ALL IMPROVEMENTS THEREON SITUATE.

SUBJECT TO RESERVATIONS, RESTRICTIONS AND EASEMENTS OF RECORD.

WITNESS OUR HANDS THIS 8 DAY OF June, 2018.

MEASUREMENT INVESTMENTS, LLC

BY: *Tony Cercy*
TONY CERCY, MANAGING MEMBER

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)



THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY TONY CERCY, MANAGING MEMBER OF MEASUREMENT INVESTMENTS, LLC, THIS 8 DAY OF JUNE, 2018, WITNESS MY HAND AND OFFICIAL SEAL.

James M Coffman
NOTARY

MY COMMISSION EXPIRES:



February 5, 2020

MEMO TO: J. Carter Napier, City Manager 
FROM: Tim Cortez, Director of Parks and Recreation 
SUBJECT: Municipal Golf Course Clubhouse and Concession

Meeting Type & Date
Council Work Session
February 11, 2020

Action type
Direction Requested

Recommendation

That Council approve the concession agreement and direct staff in the direction it would like to see with regard to the investment needed in the existing clubhouse at the Casper Municipal Golf Course.

Summary

In January of 2020, staff put out a request for proposals to find a concessionaire for the 19th Hole Restaurant. The deadline for requests to be submitted was January 31, 2020. The City received one proposal, which was from Johnson Restaurant Group (JRG). Staff is excited to have such a reputable and knowledgeable group such as this to help provide a successful restaurant operation.

In an effort to provide the highest chance of success, JRG has proposed some changes to the existing restaurant portion of the building. The goal will be to create a restaurant environment that will not only appeal to the golfers who frequent the golf course but also the general public that would like good food with a superior vista to accompany it.

The biggest change requested is to change the hood system in the kitchen to accommodate more cooking equipment. JRG has a hood from one of their other restaurants that they are willing to donate to the project. However, the City would need reconfigure a wall in the kitchen and have the hood installed. Some of the other changes would be to move the wall on the enclosed deck portion of the restaurant, purchase some televisions, paint the interior of the restaurant, and replace the countertops. The purchase of other miscellaneous equipment fixtures is anticipated.

The clubhouse was built in 1980 and is nearing its lifecycle. In the absence of a clear funding source for a new clubhouse, a degree of renovation is needed until the replacement can take place. The City has a golf course reserve account that has \$300K in it. These monies were intended for expenditures such as this and would be repaid to the reserve as revenues allow.

Financial Considerations

Pony Walls, Balcony Wall & Door Moves -\$25,000

Paint-\$1,000

Hood-\$25,000

Flooring Replacement-\$26,000

Misc. Plumbing Improvements (Code)-\$5,000

Lighting Upgrades-\$13,000

Equipment and other fixtures-\$30,000

Estimated Totals-\$125,000

All of the above figures are preliminary and a number of contingencies exist.

Oversight/Project Responsibility

Tim Cortez, Director of Parks and Recreation

Attachments

None.