

**COUNCIL WORK SESSION**  
Tuesday, March 8, 2022 at 4:30 p.m.  
City Hall - Council Chambers

AGENDA

1. Council Meeting Follow-up
2. 24-Seat Passenger Bus for use by 5150 Tourism Development
3. Updating Rooming of Hotels, Lodging in the City
4. Council Pre-Meeting or Work Session Attendance
5. Downtown One-Way to Two-Way
6. Capital Budget
7. Agenda Review
8. Legislative Review
9. Council Around the Table

Mayor Pacheco called the meeting to order at 4:35 p.m. with the following Councilmembers present: Knell, Sutherland, Cathey, Engebretsen, Gamroth, Vice Mayor Freel, and Mayor Pacheco. Councilmember Johnson arrived to the meeting late. Councilmember Pollock was absent from the meeting.

Councilmember Knell discussed a follow-up item related to the Fire Department regulator purchase. He stated that he had done research on the issue and did not think it was necessary for every firefighter to have their own regulator as other municipal fire departments in the state do not have a different regulator for each firefighter. He also stated that Laramie's Fire Department stated that they received a FEMA grant for their regulators. He asked that Council gather more information before this item is voted on at next week's Council meeting.

Next, City Manager Napier discussed the 5150 Bus Agreement. He stated that Council had previously given a thumbs up to partnering with Visit Casper to purchase the bus, and staff had worked on a formal agreement that was included in Council's work session packet. Council asked that there be more information added into the section describing major repairs versus minor maintenance so that there is a clear delineation of financial responsibility, and City Manager Napier responded that staff will add that into the agreement before it is formally voted upon at next week's meeting.

Next, City Attorney Henley discussed changes to the rooming house/lodging ordinance. He stated that there are constitutional privacy issues with the current ordinance and a great deal of outdated language throughout the ordinance. The proposed new ordinance would change the language to just prohibit prostitution and would include minor changes related to liability. He stated that the title of the sections in the ordinance could also be changed. Councilmember Knell asked if the ordinance would address any issues related to home rentals, such as those provided by VRBO and Airbnb, and City Attorney Henley responded that he would look into any applicable issues. Council gave their thumbs up to move the ordinance amendment forward for formal consideration at next week's regular Council meeting.

Next, City Attorney Henley discussed a proposed policy relating to City Council pre-meeting and work session attendance. He stated that the policy would provide guidance but would not require binding rules for how to handle a situation where there is not a quorum present for a pre-meeting or work session. The policy would suggest that the Chair of the meeting would have the opportunity to make the judgement about whether to discuss the agenda items for a meeting when a quorum is not present. Council discussed the policy and gave their thumbs up to move the item forward for formal consideration at a future Council meeting.

Next, City Manager Napier discussed a follow-up to the downtown one-way to two-way conversion on Wolcott and Durbin Streets. He stated that staff and consultants had previously presented on this item and their study showed that a conversion would benefit downtown businesses. He then introduced Jeremy Yates, Metropolitan Planning Organization (MPO) Supervisor to elaborate on the study and possible conversion options. Mr. Yates gave a brief history of the development of the one-way streets as well as the findings from the study, including amenity options for the project, including parking, bike lanes, etc. He stated that the estimated cost of the project would be \$750K for striping and signaling only. Council then discussed whether the project should be prioritized in the capital budget. They asked for staff's recommendation, and City Manager Napier stated that the data show that this project should be done in the near future if not this year. Mr. Yates stated that the project could be done in phases as well, with Wolcott Street and Durbin Street each being completed in their own phase. City Manager Napier stated that funding for this project could come from different places, possibly capital reserves or ARPA funds. Council asked that the next agenda item, capital budget, be discussed first before any other discussion or decision on the one-way conversion.

City Manager Napier then discussed the proposed fiscal year 2023 (FY23) capital budget. He emphasized that this is not the final product and Council can ask for changes to the proposal. He also explained that these projects are funded by cash on hand, with the exception of externally funded projects, such as those being funded by possible grants. He stated that if those grants did not come through, then those projects would probably not be completed this fiscal year. He also stated that the proposed spending is not outside the authority granted by the resolution for one cent #16 funds. He then discussed the larger projects in the capital budget, including streets projects, which have a larger budget this year due to unspent one cent money from 2020. He also discussed the Wolf Creek Road Improvement which is being largely funded by money from Natrona County, and discussed the Midwest Avenue project. He stated that some of the projects are being done directly through direction from the Council goals process. Some of the projects discussed included fiber network, parks irrigation, police station design, Ford Wyoming Center projects, parks irrigation system, golf cart purchase, utility projects, and fleet purchases. City Manager Napier explained that when reserves are used to fund projects, the policies for those funds are not violated with regards to the corpus amounts. City Council asked staff questions about the different capital projects.

Council directed staff to first look into applying for grant funds for the one-way conversion project. If other funding cannot be located, they asked that staff come back to Council to get direction on using capital reserves for the project.

Next, Council reviewed the agendas for upcoming Council meetings and work sessions. Mayor Pacheco asked if Council was agreeable to starting next week's pre-meeting at 5:15 p.m. and they gave their thumbs up to that start time.

Next, City Manager Napier reviewed current state legislative items.

Next, Council went around the table to discuss their respective board and committee meetings as well as matters of public interest.

The meeting was adjourned at 7:13 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Ray Pacheco  
Mayor