

**COUNCIL WORK SESSION**  
Tuesday, May 24, 2022 at 4:30 p.m.  
City Hall – Council Meeting Room

AGENDA

1. Council Meeting Follow-up
2. Bar & Grill Presentations
3. Cemetery Fee Changes
4. One Cent Survey Results
5. Agenda Review
6. Legislative Review
7. Council Around the Table

Mayor Pacheco called the meeting to order at 4:35 p.m. with the following Councilmembers present: Gamroth, Engebretsen, Knell, Pollock, Cathey, Vice Mayor Freel, and Mayor Pacheco. Councilmember Johnson arrived at 4:39 p.m. Councilmember Sutherland was absent.

1. Council Follow-up

Mayor Pacheco welcomed Councilmember Knell back. Councilmember Knell discussed the Russin sculpture and asked about effects of the sculpture on security. City Manager Napier explained that the improvements to the fountain and removal of the pool portion is within the scope of the City Hall SAFE project, and that if anything, it will enhance security.

2. Bar & Grill Presentations

Councilmember Pollock recused herself from the bar and grill discussion and left the Council Meeting Room.

City Manager Napier stated that the City has one bar and grill license available. Council had previously directed staff to open up an application period and to schedule a time for Council to review the applications and decide which applicant would be awarded the license. The City received only one application from this process from La Cocina. He then introduced Fleur Tremel, Assistant to the City Manager/City Clerk, to discuss this application. Ms. Tremel discussed the location, design, and building schedule for the new La Cocina restaurant. Councilmember Engebretsen asked questions regarding zoning and parking, and Ms. Tremel explained that the area is zoned correctly for this establishment. Councilmember Engebretsen also asked about parking availability, and Jim Childs, owner of La Cocina, stated that the parking meets with the City's code requirements. Councilmembers Knell, Cathey, and Engebretsen discussed traffic concerns. Mayor Pacheco responded that if traffic is a problem in the future, the City can reevaluate constraints. City Manager Napier stated that a traffic study was required when the development was implemented, and he does not believe the new business would conflict with the results of that study. Council gave their thumbs up to move the La Cocina bar and grill liquor license application forward for formal consideration at a future regular Council meeting.

Councilmember Pollock rejoined the meeting.

### 3. Cemetery Fee Changes

City Manager Napier discussed proposed changes to the fee structure for the cemetery as outlined in the spreadsheet in the Council packet. He explained that the proposed fee changes are based on comparisons to other fees in the mountain west area. If Council does move forward with the proposed changes, the cost recovery would be about 46% for cemetery services. He then introduced Zulima Lopez, Parks and Recreation Director, to elaborate on the proposed changes. Ms. Lopez explained that the changes discussed would be done by resolution in a formal Council meeting and would not require changes to an ordinance. She explained that the proposed resolution would remove the current administrative and operational wording from the resolution and would be focused on the fees. The administrative and operational processes would be written into an internal policy instead. She then gave a brief history of the cost recovery and rate changes over the past few years, explaining that COVID-19 did affect cost recovery in recent years. She stated that the cemetery is trying to reduce expenses through personnel and irrigation costs in order to maximize cost recovery from fee changes. She then reviewed some of the proposed fee changes, including weekend/holiday fees, plot/grave/niche purchase rates, perpetual care fees, and disinterment/reinternment fees. She discussed the proposed tiered fee structure for plots, explaining that this makes sense operationally as well as financially. She stated that the estimated increase in revenue from all of the proposed rate changes is \$31,640.

Councilmember Knell asked about the increases in budget in recent years, and Ms. Lopez explained this was due to implementation of the Graves compensation study as well as increases in irrigation which was decreased temporarily the first year of the pandemic. Councilmember Knell asked about implementing personnel budget increases, and City Manager Napier explained that changes to salaries have been brought to Council for approval before implementation. He also explained that moving the cemetery fee changes forward for approval will not have any bearing on staff raises or cost of living adjustments for cemetery staff. Those changes will be discussed during the budget discussion next week. Councilmember Gamroth asked about the structure of the perpetual care fees, and Jill Johnson, Finance Director, responded that she will research this and let Council know how this is processed. Councilmember Engebretsen asked about cemetery irrigation, and Ms. Lopez responded that the cemetery is currently hand watered with sprinklers and will be 30% automated after the new parks watering controllers are put in. Council gave their thumbs up to move the cemetery resolution forward for formal consideration at a future regular Council meeting.

### 4. One Cent Survey Results

Next, City Manager Napier discussed the county-wide citizen survey for One Cent #17 priorities. He explained that the fifth cent tax is up for a vote this coming election to begin a new four-year cycle. He stated that part of the process includes information gathering via a survey that asked citizens about their support of the tax as well as priorities for funding of potential projects areas. He then introduced Pete Meyers, Management Analyst, to review the results of the survey. Mr. Meyers explained that there was a favorable number of respondents to the survey and that the support for One Cent #17 was strong as well, with 76% of respondents saying they were either very likely or somewhat likely to vote for the One Cent tax. He stated that in the past, the responses

on the survey had a high predictive value and correlated well with the results of the actual vote. He then reviewed the survey results for priorities of spending the One Cent dollars, with streets, water/sewer, fire/EMS, and police receiving the most support. Other priorities included parks/playgrounds/trails, cybersecurity/tech, river restoration, public buildings, perpetual care, community assistance, sports/physical fitness, and culture/entertainment. He then discussed the proposed schedule for the One Cent #17 process, including a four-year budget based on the priorities which will be presented to Council at the end of June, community project applications/presentations, and formal consideration of the One Cent #17 resolution on August 16. Councilmember Pollock asked about the community project consideration process, and Ms. Tremel explained that the annual and quarterly reports from previous recipients are available in the weekly information packets. This information is also requested for applications for the next funding cycle. Council asked for a history of the community project funding, and City Manager Napier stated that staff will research this and bring that information back to Council. Council gave their thumbs up to the schedule as well as basing potential projects off of the priority direction from the county-wide survey.

5. Agenda Review

Next, Council reviewed upcoming Council meeting and work session agendas.

6. Legislative Review

City Manager Napier discussed issues related to the vulnerable persons legislation. He also discussed proposed changes to liquor license laws based on the Six-Cities meeting. The changes that were discussed included implementing a new tavern license, unlimited bar and grill licenses, and higher fees for new retail liquor licenses. He stated the goal of all of these changes would be to give the local licensing authority more control over the number and cost of different types of licenses. Councilmember Cathey expressed interest in increasing the limit for catering permits. Councilmember Gamroth expressed concern with the proposed changes oversaturating the market and leading to increased crime. Councilmember Pollock recused herself from discussion and direction related to the liquor items. Council gave their thumbs up to consider a draft resolution for the Wyoming Association of Municipalities incorporating all of the proposed changes.

7. Around the Table

Next, Council went around the table to discuss their respective board and committee meetings as well as matters of public interest. Councilmember Pollock proposed pausing enforcement of parkway parking during the deliberation of the parkway parking ordinance, and Council gave their thumbs up in support of this proposal and directed staff to stop this enforcement temporarily.

The meeting was adjourned at 6:37 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