

## COUNCIL WORK SESSION

Tuesday, October 11, 2016, 4:30 p.m.

Casper City Hall

Council Meeting Room

### AGENDA

1. Explanation by WARM – Liability Pool vs. Commercial Plan (Joe Constantino)
2. Previous Allocation to Conference Center Project (City Funding) (Bill Luben)
3. Sale of City-Owned Properties (Liz Becher)
4. Government Access Channel 192 Update (Liz Becher)
5. City Manager Report
6. Future Agenda Review
7. Council Around the Table
  - a. Discussion Regarding Holding a Meeting on November 8<sup>th</sup>

Mayor Sandoval called the work session to order at 4:35 p.m. with the following Councilmembers present: Councilman Cathey, Johnson, Heili, Pacheco, Humphrey, Hopkins, Powell, and Mayor Sandoval. Councilman Miller was absent.

Council recognized City Attorney Bill Luben for 20 years of service for the City of Casper. Mayor Sandoval read some of City Attorney Luben's accomplishments and presented him with a certificate of appreciation.

Next, Mayor Sandoval introduced Joe Constantino, Director of W.A.R.M (Wyoming Association of Risk Management). Mr. Constantino described the services that W.A.R.M. provides to municipalities. He explained the differences between liability pools and property pools and described how W.A.R.M.'s coverage differs from private commercial plans. Some of the benefits of W.A.R.M.'s coverage are the opportunity for representation in operations and coverage decisions, the opportunity to build equity in a liability pool, retained government immunity, online and classroom training, no liability pool deductible, no coinsurance in property pool, tailored services, extensive coverage, liability pool grants, and agility recovery. Mayor Sandoval asked what the W.A.R.M. training consists of. Zulima Lopez, Assistant Support Services Director, described what types of live and online courses are offered and required for staff members, and added that by completing these trainings, the City gets a discount on premiums.

Mr. Constantino then explained how the coverage relates to the Governmental Claims Act and the statutory limits and caps for those claims. He reviewed what is covered and stated that there are several boards that are covered because they are part of a government entity. Depending on the board, some are required to be covered by their own insurance, and some are covered under the City's plan. The board members are also covered by W.A.R.M.

City Attorney Luben stated that a benefit to the W.A.R.M. coverage is the ability to interface with W.A.R.M. on claims, which can be difficult with a private insurance company. He added that W.A.R.M.'s coverage is also designed specifically towards a Wyoming government model, which is very advantageous. Mayor Sandoval asked if W.A.R.M. would be able to handle it if the caps

were raised for claims, and Mr. Constantino responded that they would be able to cover those losses. It is recommended to be able to handle seven times your worst exposure, and W.A.R.M. can handle that. W.A.M. (Wyoming Association of Municipalities) has not asked for that to be raised this year. Mr. Constantino stated that if Council would like to compare costs, the City can request quotes from an insurance broker. He asked that in that case, the City let W.A.R.M. know and they can also provide a side by side comparison.

Next, Mayor Sandoval introduced City Attorney Luben to present on the previous allocation to the conference center project. City Attorney Luben began by giving a background of the lease agreement with Amoco for the 18 acres of land that was originally allocated for a conference center. The lease was to Amoco, and Amoco was to sublease to a contractor. There were restrictions on the land, and City Attorney Luben built in a clause to the agreement that stated that if the land was not used, the City could get its \$5 million down payment back. In order to achieve that, the termination of the sublease would need to be passed through Council, and the City would send a letter notifying Amoco that the money be returned within 30 days.

Councilman Heili asked if there are any foreseeable issues with Amoco, and City Attorney Luben stated that although there is no guarantee, they do understand that this project has not materialized, and even if the Amoco site was to be used for a different purpose the City would need to terminate this particular lease. City Manager McDonald stated that through the course of this project, Council has met with Amoco and the County, and at the last meeting, it was agreed upon to terminate this lease and start over. Councilman Hopkins stated that at the Amoco Reuse Joint Powers Board meetings this issue has been discussed and they understand what the City needs to do. Councilman Cathey stated that at those meetings, it has also been discussed that if anything is to go back on the Amoco property, it would be a lease between the Amoco Joint Powers Board and the entity, and the City will be taken out of the process.

City Manager McDonald stated that Amoco has requested that the City draft an RFP for them. If the termination of the lease is passed by Council, that money will go into a subaccount in the Opportunity Fund. Councilman Johnson asked what the City can do with that money, and asked if the Parkway Plaza conference center moves forward, could we put that money into reserves. City Manager McDonald stated that he would need to look into this. Councilman Hopkins stressed that it needs to be made clear to the public that just because the City is getting that \$5 million back, does not mean \$5 million will now be spent on the Parkway Plaza project. Council agreed to move forward with terminating the lease. City Attorney Luben stated that he will bring forward a resolution to authorize this lease termination.

Next, Mayor Sandoval introduced Liz Becher, Assistant City Manager/Community Development Director, to discuss the sale of city-owned properties. Ms. Becher stated that Staff has identified and researched four parcels of land as possibilities for sale. With legal advice, Staff is asking Council for permission to move forward with each of the sales and is also asking for suggestions on whether to sell the land at a live auction or through sealed bids. She then went over each of the four parcels of land which included Fire Stations No. 6 on Valley Road, the Wolf Creek Cemetery property, a Bernadine property, and a Lark property close to the Beverly underpass. Council agreed to move forward with the sale of all four properties. Council then discussed whether to do sealed

bids or live auctions and whether or not to set a reserve. They agreed to do sealed bids with no minimum reserves and to get two appraisals for each property, and if there is a disparity get a third appraisal. City Manager McDonald told Council that it is up to them to decide what to do with the money from the sale of these properties. He discussed some of Council's possible options for the money from these sales including putting the money back in capital, the general fund, a property fund and setting up a perpetual care fund for cemetery costs from the cemetery land sale.

Next, Ms. Becher updated Council on the government access channel 192. Council asked staff to look into what types of programming have been on channel 192 and to research what other municipalities around the State do as far as government access channel programming. She stated that the municipalities that were looked at, which included Sheridan, Gillette, Cheyenne, and Green River, do what Casper does with their programming. They air Council meetings, some work with schools, and some contract out the programming. On September 6, Council voted to terminate the current programming contract, and this contract will expire on Friday. At that point, the screen on Channel 192 will direct viewers to the website and The Glance for city-related information. Councilman Heili asked if the channel could replay former programming on the channel for now, and Ms. Becher responded that Charter should be able to queue that programming up under the current agreement.

Councilman Powell asked if Charter is willing to list the government access channel's programming on the TV Guide, and Ms. Becher responded that they will not do this as it was not part of the agreement. This could be renegotiated into the new contract. City Manager McDonald stated that Staff is getting back to working on the franchise agreements. Council discussed adding links to the website of former programming and using the Glance to announce when there is a new video up. Council agreed not to move forward with renewing the contract at this time due to problems with the media and uncertain interest in the programming. They discussed contracting a videographer when necessary as opposed to having a full time videographer.

Next, City Manager McDonald reviewed the agenda for the Regular Council Meeting on October 18, 2016 and the Work Session Agenda for October 25, 2016.

City Manager McDonald then gave the City Manager Report. He stated that there are currently 82 projects on the table for engineering and gave updates on some of these projects, including the Water Treatment Plant Emergency Power Project, Stuckenhoff restrooms, the events storage building project, the River Restoration Project, Fire Station No. 6, Regional Water elevated water tank, the erosion control facility project, the three mile sanitary sewer project, Zone 3 easements and the waterline replacements. He stated that he will update Council on current engineering projects monthly.

Next, Council went around the table to discuss their respective board meetings. Council discussed whether or not to hold a meeting on November 8<sup>th</sup>, which is Election Day. City Manager McDonald went over the scheduled agenda for that day, and Council decided to hold a work session as scheduled.

Next, Council discussed applying for Casper to host the 2018 W.A.M. Convention. They discussed the resources that would be necessary to host and the man hours that would be required by City

staff. Council decided to wait and discuss options for this convention with the Casper Area Convention and Visitor's Bureau before deciding on whether or not to apply, and will table that decision until a future meeting.

Mayor Sandoval adjourned the work session at 7:21 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Tracey L. Belser  
City Clerk

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Daniel Sandoval  
Mayor