

**COUNCIL WORK SESSION**  
Tuesday, June 9, 2020 at 4:30 p.m.  
City Hall – Council Chambers

AGENDA

1. Council Meeting Follow-up
2. Meeting Follow-up: Aquatics Facilities
3. Community Greenhouse Project
4. Health Fund Residual Balance
5. Budget Amendment #3
6. Golf Course Update
7. Sole Source Purchase – Links Pump Station
8. Agenda Review
9. Legislative Review
10. Council Around the Table

Mayor Freel called the work session to order at 4:33 p.m. with Mayor Freel and Vice Mayor Lutz present in Council Chambers and Councilmembers Bates, Johnson, Pacheco, Cathey, Powell, Hopkins, and Huber videoconferencing into the meeting.

City Manager Napier discussed concerns that had been brought to his attention regarding the step freezes, specifically beginning the freeze in June vs July. There were concerns that this would affect those employees with step freezes in June unfairly as they would get hit twice within one fiscal year. Council gave their thumbs up to begin the step freezes in July instead of June.

Next, City Manager Napier discussed the limited opening for some of the aquatics facilities this summer. He stated that the reopening of these facilities will depend on the governor's orders changing in the upcoming weeks, as the current orders do not allow for recreational swimming pools to be open. He then discussed the possibility of opening three of the City's aquatics facilities this summer including Mike Sedar pool, Marion Kreiner pool/splash pad, and the Aquatics Center pool. He went over different costs of opening each of these facilities at half capacity and full capacity. He stated that the hope would be to pay for this out of the one percent fund, as a subsidy is already set aside from that fund for the aquatics facilities. He stated that if the Health Department and Governor's orders do not allow for opening of the aquatics facilities by July 1, 2020, it will not be worth it to open the outdoor swimming pools for the rest of the summer. The Aquatics Center is a year round facility, so it would be dealt with differently. The cost to make preparations to open the two other outdoor facilities would be \$5K - \$10K. Council gave their thumbs up to move forward with preparing the facilities for reopening, paid for by one cent funds, in hopes that the orders will allow them to be open this summer.

Next, City Manager Napier discussed a community greenhouse project proposal from Grow Casper. He stated that the City did allocate one cent funds a couple of cycles ago for this project. The organizations has now received private donations and formed private partnerships in order to make the project a reality. The group is requesting in kind funds, tap fees, plant investment fees

and infrastructure from the City, which could be paid for out of the capital one cent funds. He then introduced representatives from Grow Casper to elaborate on the project and the request for the City. The representatives gave a history on the project and its partnership with Wyoming Medical Center, who granted a lease for 5.5 acres on Venture Way and 2<sup>nd</sup> Street for the project. They are currently working on a site plan for the project and have formed partnerships with many different organizations providing support for irrigation, engineering, excavation, etc. The plan is to hire an operating manager and to utilize volunteers. The goal would be to make the garden sustainable on its own within five years. Council gave their thumbs up for staff to look further into the project, contract language, and possible funding sources, all of which will be discussed at next week's pre-meeting.

Next, City Manager Napier discussed the health fund residual balance and options for allocating the \$4.7M balance. He reviewed different options for where to allocate the residual balance. The first option included reimbursing other funds that have been used to cover the health fund in the past, cover ongoing expenses, and putting money towards a rainy day fund in case the City has to go back to a self-funded status. The second option would be to put the money in the general fund and property/liability funds, which could be used to help cover the maintenance shortfall for fleet, and to use the leftover money to cover ongoing costs for retirees. City Manager Napier recommended the second option. Council gave their thumbs up to move forward with the second option which will be voted on formally in a third budget amendment at a regular Council meeting.

City Manager Napier then introduced Tim Cortez, Parks & Recreation Director, to give an update on the golf course. He explained that the golf course now has a new golf pro, a new concessionaire, and an updated clubhouse. He stated that staff will be sending out invitations for Council to come see the new clubhouse soon. He also described the impact from the pandemic-related closure of the golf course, which created a \$40K shortfall. He stated that they are hoping to make this up with a busy summer and new revenue streams through the driving range, lessons, and a clinic. They also had to buy some new equipment because some of the older equipment was owned by the former golf pro. The soft opening for the clubhouse will be next Tuesday, and it will be open for the rest of the public later next week. He also discussed a sole source purchase for the replacement of a pump used to water the golf course. This purchase needs to be made from this specific vendor due to the need to speed up the process and purchase a very specific type of equipment. The FY21 capital budget would need to be amended to cover the cost. Council gave their thumbs up to move forward with formal approval of the sole source purchase.

Next, Council reviewed the agenda for next week's regular Council meeting. Council also discussed having Cowboy Skills do a demonstration at a work session, and City Attorney Henley stated that he thought this would be legal. Council directed staff to add this to the July 14, 2020 work session agenda.

Next, Council went around the table to discuss their respective board and committee meetings and share ideas and concerns related to public matters of interest.

The meeting was adjourned at 6:53 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Steven K. Freel  
Mayor