

PRE-MEETING AGENDA



**Casper City Council
City Hall, Council Meeting Room
Tuesday, November 20, 2018, 5:30 p.m.**

	Presentation	Allotted	Beginning Time
1.	Distribution of the November 6 Executive Session Minutes		
2.	Bar & Grill RFP	5 min	5:30
3.	Reduction of Ice Conditioner (Zamboni) Fleet	10 min	5:35
4.	Change Order – Treto Construction LLC, for the 2018 Beverly Street Improvements Project.	10 min	5:45
5.	Agenda Review	5 min	5:55
	Approximate Ending Time		6:00

November 14, 2018

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*
Carla Mills-Laatsch, Licensing Specialist *CLM*
SUBJECT: Open Applications for Available Bar and Grill Liquor Licenses.

Meeting Type & Date

Work Session – Pre-Meeting
November 20, 2018

Action type

None

Recommendation

Staff recommends the removal of the Request for Proposal process and, instead, accept applications for Bar and Grill Liquor License as long as they are available.

Summary

Currently, there are five (5) available Bar and Grill Licenses. On August 10, 2018, the City of Casper began accepting Request for Proposals for the available Bar and Grill Liquor Licenses. The request was published in the Star Tribune on August 12 and 29, September 23, and October 17, 2018. A press release was issued on August 8, 2018. The application period ended on November 13, 2018. No proposals were received.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

None

November 13, 2018

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Tim Cortez, Director of Parks and Recreation *TC*
SUBJECT: Reduction of Ice Conditioner (Zamboni) Fleet

Meeting Type & Date
Council Pre-Meeting
November 20, 2018

Action type
Direction Requested

Recommendation
Provide direction to staff regarding current ice conditioner fleet.

Summary
Currently, the City of Casper has three ice conditioners in its fleet. As ice operations at the Casper Events Center have slowed, there is not a need for three ice conditioners. As it is a unique piece of equipment, it makes sense to have a primary machine at the ice arena as well as a backup. Currently, the ice arena has two machines on site. However, there is a third in storage at the Events Center.

The Wold family has approached staff as well as the Downtown Development Authority to inquire about the reallocation of critical resources like the ice conditioner for better uses within the community.

The preferred option would be to reallocate the equipment with title to the Downtown Development Authority. This would give them the flexibility to prioritize their needs and leverage the equipment appropriately while limiting further involvement with the City of Casper.

Financial Considerations
The ice conditioner (Zamboni) in storage was purchased for \$101,550 in 2014 with One Cent #14. Council will recall that the Wold family contributed at least \$1 million towards this project.

Oversight/Project Responsibility
Tim Cortez, Director of Parks and Recreation

Attachments
Request from the Downtown Development Authority



DOWNTOWN DEVELOPMENT AUTHORITY

November 8, 2018

Carter Napier, City Manager
The City of Casper
200 N. David Street
Casper, WY 82601

City Manager Napier,

As operations of the ice skating rink at the Casper Event Center began to unwind, it came to my attention that certain pieces of equipment were no longer being utilized. The most notable piece of equipment was one of three city Zamboni's. With the installation and operation of Casper's first and only outdoor ice skating pond, we believe David Street Station could easily put this unused asset to work to benefit the community as a whole, while helping to stimulate economic development in the downtown core and neighboring Old Yellowstone District.

We have spoken with the family of the original donor who helped make that project a reality and they agree that putting this like-new piece of equipment back into service to benefit the community is not only within the spirit of the original gift but is a much better option than sitting unused in a warehouse. The opportunity to partner with the City of Casper on this matter would save David Street Station staff, volunteers and donors a tremendous amount of time, money and stress and allow us to focus on what really matters to us – being #WhereCasperComesTogether

We humbly request approval for the use of the city owned Zamboni located at the Casper Event Center. It will be under good care, as our contracted driver has been an operator for the municipal ice rink for over a decade. The board extends its sincere appreciation to you and your staff for all you do to help move downtown Casper and this community forward.

Respectfully,

A handwritten signature in black ink, appearing to read "K. Hawley", written over a circular stamp or mark.

Kevin Hawley
Executive Director