

PRE-MEETING AGENDA



Casper City Council
City Hall, Council Chambers
Tuesday, December 1, 2020, 5:00 p.m.

Please silence cell phones during the City Council meeting.

COVID-19 precautions are in effect at Council meetings. All Council meetings including Work Sessions are held in Chambers. Entrance to the meetings is the east door off David Street. Upon entry you will be asked to sign-in for contact tracing purposes. Face coverings are encouraged. Seating has been gridded into six feet distances. Seating capacity for the public is fifteen seats. Media will be given priority for seating. Public input via email is encouraged: CouncilComments@casperwy.gov

	Presentation	Allotted	Beginning Time
1.	Straw Poll for Council Leadership	10 min	5:00
2.	Cable Channel 192	25 min	5:10
3.	Ice Arena Contingency	10 min	5:35
4.	Extra Christmas or New Year's Holiday	10 min	5:45
5.	Agenda Review	5 min	5:55
	Approximate Ending Time		6:00

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Communication Accountability Stewardship Professionalism Efficiency Responsiveness

November 9, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Jolene Martinez, Assistant to the City Manager

SUBJECT: Use of Cable Government Access Channel

Meeting Type & Date:

Pre-meeting

December 1, 2020

Recommendation:

That Council provide direction for staff on the use of the government access cable channel 192

Summary

At Council's work session on October 27, 2020, Council discussed the proposal from a private individual whereby the City would enter into an agreement with a non-profit organization to manage and provide content for the City's cable television channel. The individual's concept is to provide programming including news, weather, election results, arts and entertainment, high school sports, and more, which may be inconsistent with education and government programming required by the City's franchise agreement. The funding is proposed to come from private donations, grants, corporate sponsorship, and fundraising activities.

Per Council request, staff has conducted additional research on whether the City can enter into a contract with a private organization to manage Spectrum cable channel 192, which is dedicated to the City of Casper as an educational and government channel (EG) per Spectrum's franchise agreement with the City. The following are staff's findings:

- A request for proposal would be required so that there is an opportunity for others to submit a proposal to manage the EG channel.
- Agreements could only be entered into with a non-profit organization for a specified duration.
- The non-profit would be required to have financial viability (capital and operational) on hand at the time of the proposal acceptance. All proposals may be declined.
- The programming would be limited to EG, which would narrow the programming that could be broadcast. No public access or programming could be allowed.
- The City would not have any editorial control over the content of the broadcast including negative stories about the City and its elected and staff.
- In discussing the concept with Spectrum representatives, there would be a limitation on funding such that only the PBS model of donors and grants and no advertising could be used
- Insurance and bonding as well as transparency in funding requests and expenditures would be required. This would not be a private television station

operation and not capable of replacing KTWO Television or any other private television station Casper has lost.

- If cable franchise fees are affected or the City is reasonably threatened with loss of franchise fees due to the management arrangement or management conduct, then the contract ceases immediately and related television broadcast equipment of non-profit organization becomes the property of the City of Casper.
- Staff off the non-profit organization managing cable channel 192 will need remote access to City Hall equipment needed to broadcast. By necessity, use of the City's media room space must be secured and access limited.

Financial Considerations

The petitioner has indicated no financial commitment would be required of the City. Investments from the City to cable channel 192 are not budgeted.


Oversight/Project Responsibility

Carter Napier, City Manager

Attachments

None

November 16, 2020

MEMO TO: J. Carter Napier, City Manager 
FROM: Tim Cortez, Director of Parks and Recreation
SUBJECT: Supplementing Ice Plant Contingency Funds

Meeting Type & Date
Council Pre-Meeting
December 1, 2020

Action type
Approval Requested

Recommendation
That Council approve the request to move unspent monies from the Hogadon Parking Lot project to the Casper Ice Arena Ice Plant Replacement project.

Summary
The Hogadon Parking Lot project (#2250020006-102) was completed last summer and \$29,524 in funds remained at its conclusion. The Ice Plant Replacement project at the Casper Ice Arena has used its entire contingency and now requires \$21,079.31. The substantial completion date for the ice plant was November 16, 2020.

Staff wishes to use the funds left over from the parking lot project to supplant the contingency for the ice plant replacement project.

Financial Considerations
Total expenditures on Ice Plant Replacement Project \$2,573,060.58
While the cost of the project requires more funding, the overall proposition is budget neutral.

Oversight/Project Responsibility
Tim Cortez, Director of Parks and Recreation
Phil Moya, Recreation Manager
Chad Green, Ice Arena Supervisor
Alex Sveda, Engineer

Attachments
None.