

WORK SESSION MEETING
May 13, 2025
6:00 PM
City Hall



Mayor:
Leah Juarez
Council President:
Brad Neumiller
Council Members:
Cherie Butcher
Sara McCarthy
Tim Sutherland

AGENDA

CALL TO ORDER

AGENDA ITEMS

1. City Planner – El Rod Addition

- Reviewed the history of two lots being previously combined and now being split again.
- Both lots (one approximately 6,200 sq ft) meet zoning and lot size requirements.
- Purpose: to provide access to an adjacent lot east of the property.
- Setbacks of 5 feet on all sides meet code.
- Lot 2 will serve primarily as driveway access; the building remains non-conforming.
- Action: No additional subdivision required; process considered compliant and straightforward.

2. City Clerk – Insurance Pricing

- Health Insurance:
 - Cigna recommended for renewal despite high loss ratios (110–118).
 - Premium projected to increase from \$58,000 to \$65,000–\$69,000.
- Dental/Vision:
 - Proposal to switch from Delta to Principal due to better coverage and provider options.
 - Delta Dental renewal increase of \$600 noted.
 - Concern about provider availability under Principal; advised to verify online (eight optometrists in Casper).
- Employee Enrollment:
 - Open enrollment scheduled June 1–14, with after-work support meetings at 5:00 PM.
 - Email to be sent with enrollment details.
- Action: Melissa or replacement to attend May 27 council meeting; insurance approval scheduled.

3. City Administrator – Budget

- Reviewed major budget changes and challenges:
 - Overall increase of \$20 million due to added projects.
 - Janitorial budget increased to \$20,000.
 - Wildland revenue/expenditures reallocated.
- Departmental Changes:
 - Police: Previous year budget \$2.23M; minimal cuts.
 - Wellness: Increased to comply with union contract (physicals).
 - Streets: \$4,000 insurance savings.
 - Community Dev: Salaries budgeted at \$175K.
 - Mosquito control moved under Parks.
- Grants & Projects:
 - Austin project, COP grant, smaller grants, and TAP (5%) grant discussed.
- IT & Licensing:
 - Switch to Office 365 due to Office 2016 end-of-support.
 - \$15K savings on firewall; \$18K increase in Verizon costs.
- Fire & Dispatch:
 - Fire OT up by \$35K; PPE cut in half due to grants.

- Dispatch cost reductions noted.
 - Court: Staff reduced by one; moved to COP shop.
 - Property Liens: Legal complications discussed; need title resolution.
 - Action: Continue detailed line-by-line budget review before final approval.
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ADDITIONAL TOPICS

Bike Trail Route Planning & Easements

- Discrepancies noted between contract and map regarding Fresca property and 6th Street.
 - Explored alternate trail routes (Robertson Park, gas line, etc.) to avoid busy roads and school construction.
 - Critical Easement:
 - Mike Wallach's easement is essential; must be secured by May 14, 2025.
 - Other easements (drainage, utilities) being reviewed for legality and suitability.
 - Legal/Documentation:
 - Easement appraisals not required depending on acquisition method.
 - Concern over stacked easements (e.g., regional water tank/detention).
 - Action: Staff (Casey and Mike) authorized to finalize route and negotiate as needed for YDOT deadline submission (May 14). All billing due by Sept. 1; reimbursement by Sept. 30.
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ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.