

PRE-MEETING AGENDA

Casper City Council
City Hall, Council Chambers
Tuesday, August 18, 2020, 5:00 p.m.



Please silence cell phones during the City Council meeting.

	Presentation	Allotted	Beginning Time
1.	Municipal Court Update	20 min	5:00
2.	Open Container Area	20 min	5:20
3.	Agenda Review	10 min	5:40
	Approximate Ending Time		5:50

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

August 13, 2020

MEMO TO: Casper City Council
FROM: Cally E. Lund, Municipal Court Judge
SUBJECT: Council Update

Meeting Type & Date: Pre-Meeting August 18, 2020

Action Type: None

Recommendation: None

Summary

2020 has been a whirlwind for everyone, and the Casper Municipal Court was no exception. February 14, 2020 we lost our beloved Municipal Court Supervisor Deidra Rowe who conducted the majority of the financial operations for the Municipal Court. Fortunately, the Court is lucky to have amazing staff and everyone stepped up to help cover the duties, to support one another, and with the exception of a brief closure, to continue Court operations unhampered. We could not have done this without the support of the rest of our City Family, and for that, we are so thankful. In addition, the Municipal Court was fortunate to have welcomed Adrian White to the Court after medically retiring from the Casper Police Department. His experience, in both the criminal justice field, and also information technology has been a valuable asset to the Court, and should aid in the ease of transition to the Tyler operating system.

As you know, one of the major Court acquisitions of 2020 was the entry into a contract with Tyler Technologies for new court software after Justware notified us in February of their discontinued support of their product. This is going to be a huge advancement for the Municipal Court and allow for increased efficiency across the board with operations of not only the Court but also with the other City departments which are also using the Tyler system. The general court module is important to run the daily court operations, which include scheduling of hearings, cashiering, and account management. A very important aspect of this software with the COVID-19 pandemic is the digital ability to utilize text and email options for defendants. The jury module will assist in the management of individuals selected for jury duty annually to include exemptions, excusals, generation of jury pools, and other jury management functions. The most exciting aspect of this software the supervision module will assist in the management of the courts probation program and provide increased efficiency and accountability for offenders, which is right now for the most part a completely paper utilized probation program.

During the period of time that the Court was closed due to the COVID-19 pandemic, Court staff was able to continue to accomplish many of the workgroup goals. Between March and June, 458 warrants for failure to comply with payment of court fines were issued. The Court was also able to add two additional payment options including dropping payments in the drop box at City Hall, which has allowed citizens to drop off payments outside of regular business hours and allowing clerks to take payments through the CardPoint system during business hours. Although the Court saw a decrease in payments for April and May, we believe that the issuance of these warrants and the additional payment options helped to increase the monthly compliance in July approximately \$17,000.

Additionally, the public forms were revised to afford the public a better guide through the judicial system. The Court currently offers the following public forms: Expungement packets, Pro Se Representation Packet, Victims of Crimes Reference Manual, Discovery Request form, and Subpoena Packet. Furthermore, since the implementation of the parking ticket envelopes developed by CPD, the Court has seen additional compliance with payment of parking citations and reduced the number of complaints of non-receipt of citation to a minimal amount. The complaints of non-receipt can be categorized as individuals that have left the plates on a vehicle they have sold.

Goals for 2020 include providing a digital recitation of constitutional rights and court processes that citizens can read prior to normal court processes, and additional programming for addiction and mental illness through the Court probation program.

Financial Considerations: None

Oversight/Project Responsibility: N/A

Attachments: None

August 12, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*
Carla Mills-Laatsch, Licensing Specialist
SUBJECT:

Meeting Type & Date

Pre-Meeting
August 18, 2020

Action Type

Direction Requested

Recommendation

That Council review the options regarding an open container zone resolution and provide direction to staff.

Summary

On June 2, 2020, City Council passed Ordinance 9-20 which updated the current liquor code. Section 5.08.480 included a clause which states:

“The City Council too, may by resolution create special areas or districts, in which the possession of open containers is permitted between the Friday preceding Memorial Day and Labor Day of each calendar year; however, the periods of time as well as the boundaries of special areas or districts may be established and/or modified by resolution adopted by the City Council. Additional restrictions on beverage distribution, tracking, and event control may also be established by resolution of the City Council.”

Per the Ordinance, there are three weekends before Labor Day, therefore Council could authorize a resolution at the regular Council meeting and allow open containers in the area of their choosing. Staff has drafted a resolution for Council’s review and that Council may choose to bring up on the floor by amending the agenda.

Staff suggests that per the resolution, participating liquor license holders will be required to give anyone wishing to take their drink outside of the establishment a wristband, which is currently required when a regular open container permit is pulled. The participant would notify the City Clerk of their wish to sell beverages that could go outside and will send the Clerk a digital picture of what the wrist band would look like which would then be forwarded to the police department. Servers will still be required to be tips trained, which is already required by ordinance.

Additionally, Chief McPheeters suggests the dates and times this is in effect to be as follows:

August 21 st and August 22 nd .	1700-2200
August 28 th and August 29 th .	1700-2200
September 4 th through September 7 th .	1700-2200

He also suggests the area of the open container permit be on the following sidewalks paralleling the designated streets listed below: (Map)

Beginning at **Yellowstone Garage** from Elm and Yellowstone, East to Durbin on 2nd St. on both the North and South side of the street on the sidewalk only ending at the Himalayan Restaurant.

Yellowstone and Ash, South to The Office on West side of the street on the sidewalk only.

No open containers are permitted outside of the above designated areas clearly delineated on the attached map.

The City will mark the boundaries of the open container area. Solid waste division will also support the area by adding an extra garbage pickup.

Council should note that this open container area will only be able to be utilized by retail, distillery, and microbrewery license holders. Restaurant and Bar and Grill liquor license holders cannot participate without taking out additional permits as their liquor license does not allow for off premise consumption.

Financial Considerations

There will be a cost associated with police overtime of \$7600.

Oversight/Project Responsibility

Fleur Tremel, City Clerk/Carla Mills-Laatsch, Licensing Specialist

Chief McPheeters, Police Chief

Andrew Beamer, Public Services Director

Attachments

Resolution

Map of area suggested



CASPER POLICE DEPARTMENT

City of Casper, Wyoming

KEITH MCPHEETERS
Chief of Police

201 North David Street
1st Floor
Casper, Wyoming 82601



RESOLUTION NO. _____

A RESOLUTION APPROVING THE DOWNTOWN
OPEN CONTAINER AREA.

WHEREAS, the City of Casper passed Ordinance 9-20 which updated the current liquor code; and

WHEREAS, Section 5.08.480 of Ordinance 9-20 allows Council to create an open container area between Memorial Day and Labor Day; and,

WHEREAS, the Council wishes to approve an open container area between _____ Street and _____ Streets on the north and south, and _____ Street and _____ Street on the east and west; and

WHEREAS, the City of Casper shall mark the boundaries; and

WHEREAS, the Council wishes to approve the open container area between the hours of _____ and _____ on the following dates: _____; and

WHEREAS, retail, microbrewery, and distillery license holders are allowed to sell beverages for off premise and would be allowed to participate in the open container zone ; and

WHEREAS, the Council shall require any business wishing to sell beverage that are permitted outside of their establishment to give customers a wrist band, just any individual open container permit would require; and

WHEREAS, the Council shall require businesses to provide the City Clerk with a digital copy of the wristbands the establishment plans to use; and

WHEREAS, the Council shall require all servers to be tips trained; and

“NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the described Open Container Zone is hereby approved.

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2020.

(THIS SPACE INTENTIONALLY LEFT BLANK)

APPROVED AS TO FORM:

ATTEST:

Fleur Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor