

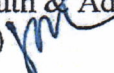
**COUNCIL WORK SESSION**  
Tuesday, January 10, 2017, 4:30 p.m.  
Casper City Hall  
Council Meeting Room

AGENDA

1. Restorative Justice Follow-up (Jen Miner)
2. Overview of Wyoming Business Council Grant Programs (Jolene Martinez)
3. Neighborhood Update by Old Yellowstone District Advisory Committee  
(Liz Becher)
4. Snow Operations Update (Andrew Beamer, Shad Rodgers)
5. West 18<sup>th</sup> Street Traffic Evaluation (Andrew Beamer)
6. City Manager Report
7. Future Agenda Review
8. Council Around the Table

January 6, 2017

MEMO TO: Honorable Mayor Humphrey and Members of Council

FROM: Jen Miner, Program Coordinator (Youth & Adult Community Service Programs, Casper Police Department) 

SUBJECT: Update about 2017 Restorative Justice Symposium

Recommendation:

For informational purposes only. Staff will update Council and share a budget for the upcoming Restorative Justice Symposium, and will present a video clip and fact sheet about the topic of restorative justice.

Summary:

At the April 12<sup>th</sup>, 2016 work session, Council heard a brief presentation on the topic of restorative justice (RJ) from Chief Butler and Deb Witzel, both of Longmont, Colorado. Shortly after that presentation, Natrona County Restorative Justice (NCRJ) registered as a nonprofit with the State of Wyoming and currently operates as a special project under the Wyoming Community Foundation (fiscal sponsor). At the August 9, 2016 work session, NCRJ respectfully requested City Council to consider sponsoring NCRJ's Restorative Justice Symposium 2017: Wyoming's Introduction to a New Frontier (March 14-16, 2017). While RJ is not a replacement to jail, and the resource cost savings (staff and financial) to our law enforcement partners will take time, Council believed that the RJ program strongly encourages societal involvement in our justice system. Council agreed to provide \$5,000 in financial support from their Council Goals budget.

Since last speaking with Council in August NCRJ has been busy conducting presentations, both formal and informal, to various groups and individuals. These include, though are not limited to: the Natrona County Public Defender's Office, the Natrona County District Attorney's Office, Natrona County Commissioners, the Natrona County Sheriff, Highland Park Community Church, and the Central Wyoming Counseling Center. This outreach has resulted in an overwhelming amount of support and input, and one new financial sponsorship for the symposium. By creating a NCRJ Facebook page, distributing save-the-date flyers via email, and airing an interview with Wyoming Public Radio, NCRJ has received numerous self-initiated contacts from individuals wanting more details and expressing interest in attending the symposium.

# What is Restorative Justice?!

## Restorative Justice

An Overview of Restorative Justice

Zehr (2002). *Little Book of Restorative Justice*. Good Books, Inc.

*Definitions:*

- Restorative Justice is a process to involve, to the extent possible, those who have a stake in a specific offense and to collectively identify and address harms, needs, and obligations, in order to heal and put things as right as possible. (Source: Zehr, 2002, p. 37)
- Restorative justice is not simply a way of reforming the criminal justice system, it is a way of transforming the entire legal system, our family lives, our conduct in the workplace, our practice of politics. It is a vision of holistic change in the way we do justice in the world. (Source: Braithwaite, 2002 as quoted by Umbreit and Armour, 2010, p. 9)

*Goals:*

- Restorative justice practices aim to:
  - Put decisions into the hands of those most affected by crime;
  - Make justice more healing, and ideally more transformative; and,
  - Reduce the likelihood of future offenses.

*Requirements:*

- Achieving these goals requires that:
  - Victims are involved in the process and come out of it satisfied with a sense of healing;
  - Offenders understand how their actions have affected other people and take responsibility for those actions;
  - Outcomes help to repair the harms done and address the reasons for the offense (specific plans are tailored to the specific needs of both victims and offenders);
  - Victims and offenders both gain a sense of "closure" and both are reintegrated into the community.

*Guiding Questions:*

- Who has been hurt?
- What are their needs?
- Whose obligations are these?
- Who has a stake in this situation?
- What is the appropriate process to involve stakeholders in an effort to put things right?
  
- What is needed to repair the harms and address underlying needs of victim?
- What is needed to address the needs of offenders to prevent future offending?
- What is the role of the larger community in repairing harms and addressing needs which promote safer communities?

*Principles:*

- Victim-centered (not offender-centered) processes;
- Focus on the harms of crime rather than the rules or laws that have been broken;
- Show equal concern and commitment to victims and offenders, involving both in the process of justice;
- Work toward the restoration of victims, empowering them, and responding to their needs *as they see them*;
- Support offenders, while encouraging them to understand, accept and carry out their obligations to right the wrongs they have caused;
- Recognize that while obligations for repair may be difficult for offenders, those obligations should not be used as harms (i.e., punishments), and their obligations must be achievable;
- Provide opportunities for dialogue, direct or indirect, between victim and offender as appropriate.
- Find meaningful ways to involve the community and respond to the community bases of crime;
- Encourage collaboration and reintegration of both victims and offenders, rather than coercion and isolation;
- Show respect for all parties - victims, offenders, justice officials and other stakeholders;
- Give attention to the unintended consequences of the restorative practices used.

# Restorative Justice Factsheet

In the face of crime and conflict, RJ is a philosophy and an approach that views crime and conflict principally as harm done to people and relationships. It strives to provide support and safe opportunities for the voluntary participation and communication between those affected (victims, offenders, and community) to encourage accountability, reparation, and a movement towards understanding, feelings of satisfaction, healing, safety and a sense of closure.

RJ is a non-adversarial, non-retributive approach to justice that emphasizes healing in victims, meaningful accountability of offenders, and the involvement of citizens in creating healthier, safer communities.

The RJ approach is based on values and principles that emphasize:

- Recognition of Harm
- Inclusion
- Accountability
- Facilitated Dialogue
- Truth
- Voluntary Participation
- Safety
- Choice
- Holism
- Humanism
- Reparation

## How is Restorative Justice Applied?

RJ views crime as a violation of people and relationships. RJ is an approach that seeks to determine who has been hurt, what their needs are, and how these needs can be addressed. RJ uses processes that are collaborative and inclusive to all parties affected - victim, offender and community.

RJ processes include but are not limited to:

- Victim-Offender Dialogue
- Restorative Conferencing
- Circle Processes

## What are the Benefits of RJ Processes?

Victims can tell their story; be certain the offender understands the impact; find answers to questions; hold the offender accountable; and when possible, identify what can be done to repair the harm.

Offenders can tell their story; accept responsibility for and acknowledge the harm caused; hear how their behavior affected others; and participate in determining how to repair the harm, to the extent possible.

Communities can be empowered to gain a better understanding of the root causes of crime, engage in a process to express and reduce their fears, and contribute to an understanding of the wider impacts of crime.

Date modified : 2012-08-07

<http://www.csc-scc.gc.ca/restorative-justice/003005-0004-eng.shtml>

**Natrona County Restorative Justice  
RJ Symposium 2017 - Operating Budget**  
(projection based on 200 attendees)

**INCOME**

Registration Fees	\$25,000.00	(estimated)
City of Casper	\$5,000.00	(pledged)
HPCC Sponsorship	\$2,692.00	(rec'd)
Wyoming DOC Sponsorship	\$300.00	(rec'd)
<b>TOTAL INCOME:</b>	<b>\$32,992.00</b>	

**IN-KIND**

**VALUE**

CACVB	\$2,000.00	(estimated)
Casper Star-Tribune	\$1,223.50	
<b>TOTAL IN-KIND</b>	<b>\$3,223.50</b>	

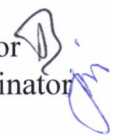
**EXPENSES**

Venue (Ramkota) - Food	\$8,520.00
Presenter's Fee	\$1,000.00
Presenters' Air/Mileage	\$3,261.36
Presenters' Travel Meals	\$436.00
Committee/Presenters' Dinner	\$570.00
Documentary License Fee	\$265.00
Printing	\$3,300.00
Conference Swag	\$1,000.00
BidPal Fee	\$580.00
<b>TOTAL EXPENSES:</b>	<b>\$18,932.36</b>

Updated: 1/6/17

January 3, 2017

TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, Public Services Director  
Jolene Martinez, Special Projects Coordinator 

SUBJECT: Overview of Wyoming Business Council Grant Programs

Recommendation:

For information only.

Summary:

The Wyoming Business Council (WBC) is the State of Wyoming's Economic Development Agency. Its grant and loan program has been a significant source of funding for economic development infrastructure projects throughout Wyoming. The grant and loan program is divided into two overarching programs: Business Ready Community Grant and Loan Program (BRC) and Community Development Block Grant Program (CDBG). These two programs have the following grants:

BRC

- Business Committed
- Data Center
- Community Readiness
- Community Enhancement
- Economic Development Plans
- Feasibility Studies
- Promotional Plans
- Tourism Plans
- Regional Targeted Industry Plans

CDBG

- Infrastructure
- Downtown Development
- Public Infrastructure (Housing Related)
- Access for the Disabled
- Community Facilities
- Job Training
- Planning Only

Depending on the type of grant, funding can be up to \$3 million per project and require up to 25% cash and in-kind total project match, with at least 50% of the match as cash. The number of Readiness, Enhancement, and Planning grant applications under the BRC program is limited to one per calendar year per applicant. The number of Business Committed and Data Center grant applications are unlimited and of highest priority. The number of CDBG applications is not limited by rules but by practice to one per calendar year per applicant.

BRC eligible applicants are cities, towns, counties, joint powers boards, and tribes. Natrona County has fourteen eligible applicants including the county, six municipalities, and seven joint powers boards. According to the WBC website, the BRC "program provides financing for publicly owned infrastructure that serves the needs of businesses and promotes economic development within Wyoming communities." CDBG eligible applicants are cities, towns, counties, and tribes. Any project funded with CDBG funds must meet one of three U.S. Housing and Urban Development-

imposed national objectives, which are to benefit to low- and moderate-income families; elimination of slums and blight; and projects that meet an urgent community development need that pose a serious and immediate threat to the health or welfare of the community. Because they receive CDBG funds directly from the U.S. Housing and Urban Development (HUD), neither Casper nor Cheyenne qualify for CDBG grants through WBC. The counties of Natrona and Laramie may apply on behalf of a project located within the Casper or Cheyenne municipal boundary, if there are county-wide demonstrated benefits.

The Casper area, via applications by the county, joint powers boards, and the municipalities, has been awarded \$29,807,516 in WBC BRC grants since 2005 including:

- construction of Casper downtown public restrooms (Community Enhancement)
- construction of the McMurry Training Center (Community Readiness)
- construction of Old Yellowstone District infrastructure (Community Readiness)
- construction of Bar Nunn Industrial Center infrastructure (Community Readiness)
- construction of Casper Mountain Biathalon Complex (Community Enhancement)
- pre-construction work for David Street Station (Community Enhancement)
- Platte River Revival river restoration construction (Community Enhancement).


The City, itself, has been the successful applicant of five Business Ready Community grants totaling \$3,577,047 since 2005.

BRC applications are accepted quarterly (March 1, June 1, September 1, and December 1), and the comprehensive application process requires a substantial time investment both from the applicant and WBC. Formal application steps include holding a public hearing and having a Resolution of Support. Joint Powers Board applicants must have separate Resolutions of Support from all their participating agencies. Once applications are submitted, they go through a series of reviews and recommendations from WBC staff and board. The State Loan and Investment Board (SLIB) is the granting authority. CDBG applications are accepted only on June 1. The application process is a more rigorous than BRC grants, and the granting authority is the WBC.

With its new economic reality and funding cuts, WBC has established a quarterly funding allocation plan and priorities for the BRC program that make its grants more competitive than ever. This makes setting community priorities and timing grant submissions from applicants more critical. Additional details on BRC program funding will be presented to Council. Kim Rightmer, WBC East Central Regional Director, is also available to update the Mayor and Members of Council on WBC grant and loan programs, if Council is interested.

January 6, 2017

MEMO TO: V.H. McDonald, City Manager

FROM: Liz Becher, Assistant City Manager/Community Development Director 

SUBJECT: Neighborhood Update by Old Yellowstone District (OYD) Advisory Committee.

Recommendation:

For informational purposes only.

Summary:

The OYD is entering its 10<sup>th</sup> year. The Master Plan for the OYD, developed after a year plus of neighborhood input, was adopted in September 2007. At the November 2016 monthly advisory meeting, Councilman Hopkins asked the business owner representatives of the committee to provide an update to the new Council at the beginning of 2017.

Several committee members and OYD business owners volunteered to share their stories of the evolution of the OYD over the past 10 years. What has worked well for their business investment in the District? What can the City do to help further development? Has the OYD been good for Casper? How has the Form-Based Code worked for businesses? What amounts of private investment have been made in the OYD compared to the public investment? What additional infrastructure improvements might be necessary?

In addition to hearing from the business representatives, staff will recap some of the significant investments the City has made in the OYD, and reiterate some of the major points from the urban renewal presentation in December.



January 3, 2017

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, Public Services Director  
Shad Rodgers, Streets Manager



SUBJECT: Snow Update

Recommendation:

No recommendation – informational only.

Summary:

Removal of snow from public right-of-ways is completed under a prioritized system. Arterial streets and emergency routes are given highest priority (A routes), followed by minor arterials and collector streets (B routes), with residential streets receiving the lowest priority (C routes). Residential streets are only plowed when snow has blocked traffic movements. When school is in session, school zones receive an A route priority.

City staff is available 24-hours a day for snow operations. Snow efforts include the application of a melting agent (Ice Slicer), followed with snow generally plowed to the middle of the street for later removal. In this fashion, driveways and walkways remain accessible. The City of Casper has 17 plow trucks that also function as haul trucks. In addition to the plow trucks, a roll-off from Sanitation, and two dump trucks from CPU are utilized for hauling snow. The Streets Division also uses graders and loaders to plow snow.

A major storm hit Casper on Christmas Day, dropping over a foot of snow over parts of the town, leading to blizzard conditions throughout the city. Strong, hurricane force winds created hazardous conditions, including zero visibility, black ice, and blowing and drifting snow. In order to keep streets passable, three - eight hour shifts were implemented Christmas day, operating 24 hours a day. Due to blowing and drifting conditions on December 27th, the Streets Division closed sections of Country Club, Oakcrest, and Ash Street as staff were not able to keep the streets safe and passable during the storm. Staff also plowed numerous residential streets that were highly drifted, with drifts exceeding the height of vehicles.

Beginning December 28<sup>th</sup> staff began addressing the residential street requests that had been taken during the week from citizens. All requests, whether to the City Manager's Office, the City Call Center, or to the Streets Divisions, were placed on daily lists. These efforts continued throughout the weekend and New Year, including the dispatch of graders to help remove snow from residential streets.

On Sunday, January 1<sup>st</sup>, staff began removing windrows from school routes and problem residential areas on the west side. Staff continues to remove windrows from school routes

throughout the city. The focus will then shift to picking up windrows on main plow routes, working from east to west.

In order to prevent excessive drifting in the Gosfield Village No.4 Subdivision, staff is constructing a natural snow fence made from the snow collected off the roadway. The snow will be placed to act as a buffer in the direction of prevailing winds. The extreme drifting in the subdivision occurs every year and requires frequent plowing and hauling of snow. Drifts in the area can be higher than vehicles and create a dangerous situation. Staff believes that prevention now will help reduce the number of hours spent in the area throughout the winter.

Cost of plowing, deicing, and hauling snow from December 24<sup>th</sup> until January 3<sup>rd</sup> was just over \$258,000, including labor, equipment, and material. Of that, over \$28,000 was overtime labor costs.

December 14, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, P.E., Public Services Director 

SUBJECT: West 18<sup>th</sup> Street Traffic Study

Summary:

Several weeks ago, a concern was voiced from a citizen over excessive speeds, traffic volumes, and an increase in traffic accidents along West 18<sup>th</sup> Street between College Drive and Spruce Street. It was noted by the citizen that West 18<sup>th</sup>, which turns into West 19<sup>th</sup> Street, provides a through shot across Poplar Street to Hy Ave., providing access to grocery stores, churches, and CY Avenue. The citizen also noted that the speed limit for West 17<sup>th</sup> Street to the north was posted at 25 mph, prompting more traffic to choose the West 18<sup>th</sup> Street/West 19<sup>th</sup> Street corridor. By Casper Municipal Code, the default speed limit within city limits is 30 mph.

Staff installed a speed sensor at West 19<sup>th</sup> Street and Walnut Street to tabulate traffic volumes and speeds for east bound traffic between November 28<sup>th</sup>, 2016 and December 5<sup>th</sup>, 2016. Another device was placed at West 18<sup>th</sup> Street and Oak Street to tabulate traffic volumes and speeds for west bound traffic. The devices were placed while the roads were dry and the college was in session to accurately reflect traffic behaviors. An accident history over the last five years was also requested along West 18<sup>th</sup> Street between Spruce Street and College Drive.

Data was successfully tabulated from the speed sensor at West 19<sup>th</sup> Street and Walnut Street. Unfortunately, the data collector at West 18<sup>th</sup> Street and Oak Street failed. Redeploying another speed sensor has not been done because of the current slick roadway conditions. Regardless, the data collected at West 19<sup>th</sup> Street and Walnut Street, along with the accident data, does not suggest a concern with either speeds, volumes, or accidents.

During the time frame of November 28<sup>th</sup>, 2016 through December 5<sup>th</sup>, 2016, a total of 3,010 vehicles were counted, for an average daily traffic count of 430. A local roadway network can handle over 1,000 vehicles per day without adversely impacting the level of service. 98.2% of the traffic was travelling at or below 30 mph, with 87.2% travelling below 25 mph. 1.7% of traffic was travelling between 31 mph and 35 mph, and only 0.1%, or 2 vehicles, were clocked going in excess of 36 mph. Speeds become a concern along a corridor when 15% of traffic exceeds the posted speed limit.

The accident history showed only 2 accidents between 2011 and 2015, both occurring at the intersection of West 18<sup>th</sup> Street and College Drive. One occurred in 2014 as a result of following too close, the other in 2015 for failure to yield the right-of-way. No accidents were recorded at either West 18<sup>th</sup> and Spruce Street or West 18<sup>th</sup> Street and Oak Street. Additional traffic control measures are typically only considered when there are five or more crashes within a 3-year period, or three or more crashes reported within a 2-year period.

Staff will continue to monitor the corridor, but does not recommend any corrective measures at this time.