

WORK SESSION AGENDA




Casper City Council
 City Hall, Council Chambers
 Tuesday, February 22, 2022, 4:30 p.m.



Work Session Meeting Agenda		Recommendation	Beginning Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Council Meeting Follow-up <ul style="list-style-type: none"> • Citizen Testimony 		4:30	5 min
2.	Bar & Grill License	Direction Requested	4:35	15 min
3.	FWC Management Agreement Renewal	Direction Requested	4:50	20 min
4.	I-25 & Center Street Follow-Up	Direction Requested	5:10	20 min
5.	Take Home Program	Direction Requested	5:30	20 min
6.	Agenda Review		5:50	20 min
7.	Legislative Review		6:10	10 min
8.	Council Around the Table		6:20	20 min
Approximate End Time:				6:40

Please silence cell phones during the meeting

February 17, 2022

MEMO TO: J. Carter Napier, City Manager 
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk 
Carla Mills-Laatsch, Licensing Specialist 
SUBJECT: Bar and Grill Liquor License

Meeting Type & Date
Work Session
February 22, 2022

Action type
Direction requested

Recommendation
That Council make the Bar & Grill License available for application for an open period or set period of time.

Summary
In August of 2021, City Staff received two applications for the two remaining bar and grill licenses. One from Grace Partners, LP d/b/a Spotlight Lounge and one from Wyoming Downs OTB 12 LLC, d/b/a Wyoming Downs OTB 12. Grace Partners, LP d/b/a Spotlight lounge was awarded the bar and grill.

This left one bar and grill available. However, the City then received notice from the State Liquor Division that due to Casper's population drop, the City lost the remaining bar and grill liquor license.

On February 15th, 2022, City Staff was informed that Grace Partners, LP d/b/a Spotlight Lounge would not be renewing their bar and grill liquor license for the liquor license year starting April 1, 2022. Currently, Staff has received one inquiry regarding wanting to apply for this bar and grill liquor license.

Staff recommends submitting a media release informing Casper that there is a Bar and Grill License available for application. Council could include a set period of time to accept applications from any interested party, or accept and review any applications on a first come first serve basis.

Criteria that may be considered by the city council in determining to whom any such license may be issued may include, but is not limited to the following:

- The location of the proposed business is in an area.

- The issuance of the license will contribute to economic development goals or purposes of the city.
- Whether the applicant will be investing in the construction of a new structure or will otherwise be materially and substantially updating a current building.
- If the applicant's business is a new business, the number of new jobs reasonably estimated to be created, or if an existing business, the number of new or additional jobs that will reasonably be created by use of the bar and grill liquor license.

Bar and grill licenses shall be subject to the provisions of Sections 5.08.310 and 5.08.330(D) to the same extent that those provisions are applicable to restaurant liquor licenses.

Financial Considerations

Bar and Grill liquor licenses are \$10,500 for the first year and \$3,000 for renewal


Oversight/Project Responsibility


Carla Mills-Laatsch, Licensing Specialist

Attachments

None

February 9, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director 

SUBJECT: Consideration of Terms for a Contract Amendment to Extend a Management Agreement with Spectra Venue Management

Meeting Type & Date

Work Session
February 22, 2022

Action type

Direction Requested

Recommendation

That Council consider recommended terms to be used in a contract amendment to extend the Management Agreement for the Ford Wyoming Center and Hogadon Food and Beverage with Spectra Venue Management.

Summary

Spectra Venue Management (Spectra) has been under contract for the management of the Ford Wyoming Center, formally the Casper Event Center, since October 1, 2016. The performance of the Event Center, from a net operating loss (NOL) standpoint, prior to and during the term of the contract are displayed below:

Operator	City Managed*			Spectra Managed					
	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22 Estimate
Net Operating Loss (NOL)	\$950,294	\$965,024	\$1,069,439	\$827,273	\$994,919	\$991,291	\$972,820	\$876,674	\$875,000
Averages	\$994,919			\$922,996					

*Avg used to establish NOL Benchmark for Spectra's Management Agreement

In September 2021, Spectra submitted a proposal to the City of Casper for renewal of the management agreement for an additional 10 years. Since that time, City staff has met with Spectra leadership several times to discuss and negotiate terms that are mutually beneficial to both parties. City of Casper staff recommends extending the agreement with Spectra for the management of the Ford Wyoming Center, effective July 1, 2022, under these negotiated terms.

Since taking over in 2016, Spectra has achieved a reduction of nearly \$72,000 per year, on average, to the City's general fund investment for the events center. This was achieved despite increasing operating costs, COVID-19 shutdowns in 2020, and the slow recovery of the event industry from

COVID-19. Throughout the pandemic, Spectra displayed commitment to the City of Casper and the community. Notably, Spectra prepared the facility for use as an emergency shelter for COVID-19 response and dedicated staff to the Emergency Operations Center (EOC) that was established to manage the local response and resources during the pandemic. They also strategically cut costs in order to limit the operating loss of the facility. This included fulltime staff furloughs and pay freezes.

Notwithstanding the challenges that COVID-19 and its variants have presented over the last two years, the Ford Wyoming Center contributes significantly to the local economy. Based on a report provided to the City Council by Visit Casper in December of 2021, events held at the Ford Wyoming Center yielded just over \$25,000,000 in economic impact to Casper and Natrona County in 2019. Successful management of this venue is critical to the economic vitality of our community. The expertise, resources, and industry relationships provided by Spectra Venue Management are invaluable to ensure we can continue to safely host events that attract citizens and visitors to the facility and the Casper area.

Spectra is the only Food and Beverage (F & B) provider that the City of Casper has had at the new Hogadon lodge since it opened in 2017. In that timeframe, the F & B services at Hogadon have averaged a loss as shown below. However, with the exception of FY20, when COVID-19 restrictions severely impacted revenue generation, the net operating income for F & B at Hogadon has been on an upward trend.

Hogadon Food and Beverage					
Fiscal Year	FY18	FY19	FY20	FY21	FY22 Estimate
Net Operating Income/Loss	-\$39,242	\$422	-\$15,998	\$1,360	\$9,585
Average	-\$8,775				

Staff recommends keeping Spectra as our F & B service provider through at least the 2022-2023 season, and evaluating options in the future. The current renewal proposal allows the City to terminate the Hogadon F & B portion of the contract without negatively impacting the management agreement at the Ford Wyoming Center.

Financial Considerations

The operational loss for the Ford Wyoming Center has decreased since Spectra took over management of the facility, improving the annual subsidy position. The net operating income of the Food and Beverage operation at Hogadon is also trending up. Detailed financial considerations related to the proposed contract amendment are outlined in the renewal comparison.

Management expenses for these facilities are budgeted annually within the Ford Wyoming Center and Hogadon Funds, respectively.

Oversight/Project Responsibility

Zulima Lopez, Parks, Recreation, & Public Facilities Director

Attachments

Renewal Comparison

Spectra's FWC Management Agreement

Renewal Proposal

Proposed Effective Date - July 1, 2022

Ford Wyoming Center Management:		
Item	Proposed	Existing
Term	10 years	5 years with auto renewal unless 120 days notice given
Ford Wyoming Management Fees	\$149,522 per year, with annual increase based on local CPI, capped at 4% annually; no increase for CPI of 0 or below	\$130,000 per year through the first operating year, with annual increase based on local CPI; currently \$149,655
Ford Wyoming Incentive Fees For Operating Loss Improvement	20% of the improvement over the benchmark of \$994,919	20% of the improvement over the benchmark of \$994,919
Fixed Management Fee (FMF) Rebate	Up to 50% rebate of the fixed management fee, on a dollar for dollar basis to cover the shortfall, in any year where net operating loss is greater than \$994,919	Up to 50% rebate of the fixed management fee, on a dollar for dollar basis to cover the shortfall, in any year where net operating loss is greater than \$994,919
Food and Beverage Fee	3% of all gross F&B revenues	3% of all gross F&B revenues
Commercial Rights Fee	15% of all gross Commercial Rights fees	15% of all gross Commercial Rights fees
Capital Investment	<p>\$350,000 by December 1, 2022 amortized on a straight line basis over the maximum (ten year) term. If the agreement is terminated earlier, City to repay the unamortized portion of the investment.</p> <p>Spectra's Suggested projects that City supports:</p> <p>\$18,000 maximum for 1/3 cost of current FWC Facility Use Study</p> <p>\$75,000 for updated Bypass point of sale (POS) system</p> <p>\$120,000 for remodel of NE Concessions area</p> <p>\$60,000 for digital signage for the facility</p> <p>\$60,000 for installation of ADA ramp for VIP & Lot 11 parking entry</p> <p>\$17,000 for other projects as agreed to</p>	None
Hogadon Basin Ski Area Management:		
Item	Proposed	Existing
Hogadon Management Fees	\$15,000 per year for a net operating loss; \$20,000 per year for break even or net operating profit	\$35,000 per year through the first operating year, with annual increase based on local CPI
Hogadon Incentive Fees	25% of net profits for events delivered by Spectra	10% of net profits
Commercial Rights Fee	15% of all gross Commercial Rights fees	15% of all gross Commercial Rights fees
Capital Investment	\$50,000 by July 1, 2027 if City renews with Spectra for additional five years. If the agreement for Hogadon is terminated before July 1, 2027, the City will not receive the investment. No projects are recommended at this time. As need assessment and return on investment evaluation will be completed in 2027.	\$50,000 for point of sale (POS) system amortized over the five year term

February 16, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director
Alex Sveda, P.E., City Engineer

SUBJECT: Council direction for enhancement options for the Interstate 25 & Casper Marginal Combined Beautification Project – Poplar to East Yellowstone, No. 21-027, and Center Street.

Meeting Type & Date:
Council Work Session
February 22, 2022

Action Type:
Direction Requested

Recommendation:
That Council provide direction for selection of enhancement options for the Interstate 25 & Casper Marginal Combined Beautification Project – Poplar to East Yellowstone, No. 21-027, and Center Street.

Summary:
The Wyoming Department of Transportation (WYDOT) is preparing to reconstruct the Interstate 25 & Casper Marginal from Poplar Street to East Yellowstone Highway (US-26). WYDOT currently has this project separated into two phases, the first phase planned from Poplar Street to McKinley Street and the second phase planned from McKinley Street to East Yellowstone Highway. Phases one and two are tentatively scheduled to begin in 2023 and 2025, respectively. The City of Casper is also looking to enhance Center Street between B Street and the Interstate in 2022.

Civil Engineering Professionals (CEPI) is the landscape architect under contract for design and coordination with WYDOT for both phases of the interstate project as well as Center Street. On the January 11 Council Work Session, Jared Fehringer with CEPI presented enhancement options along with costs for City Council's consideration. These options include types of pedestrian, decorative, and accent lighting, signage, decorative murals and metal art, retaining walls, and streetscape enhancements. Based on the January 11 Council feedback, visual renderings of enhancement options have been developed and will be presented for consideration.

Federal Surface Transportation On-System Enhancement funds, administered by WYDOT, are allocated to the project, in the amount of \$400,000 for the first phase from Poplar Street to

McKinley Street. The City also has an additional \$462,500 for the Center Street enhancements.

Financial Considerations

Funding will come from \$400,000 of Federal Surface Transportation On-System Enhancement funds, administered by WYDOT, and from \$462,500 of budgeted FY22 Capital Projects Fund - Improvements Other Than Bldgs allocated to the Center Street Underpass.

Oversight/Project Responsibility

Jared Fehringer, R.L.A., A.S.L.A., CEPI

Alex Sveda, P.E., City Engineer

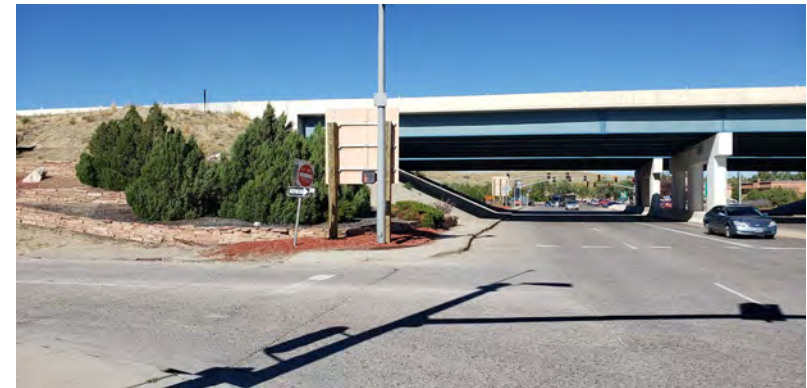
I-25 & Casper Marginal Combined Beautification Project: Poplar to East Yellowstone

City of Casper

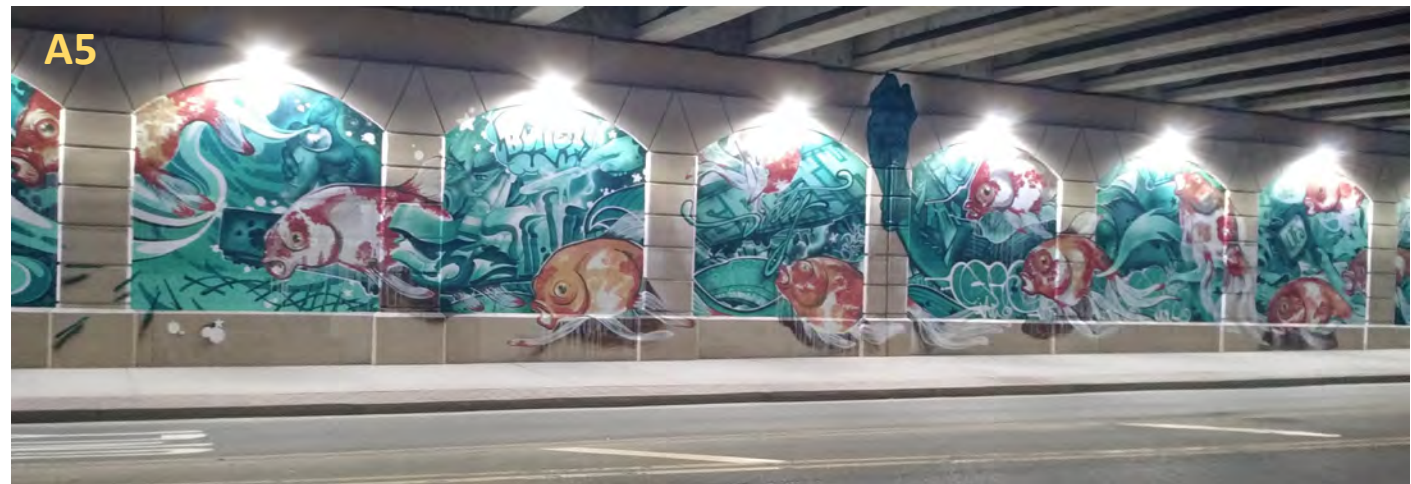
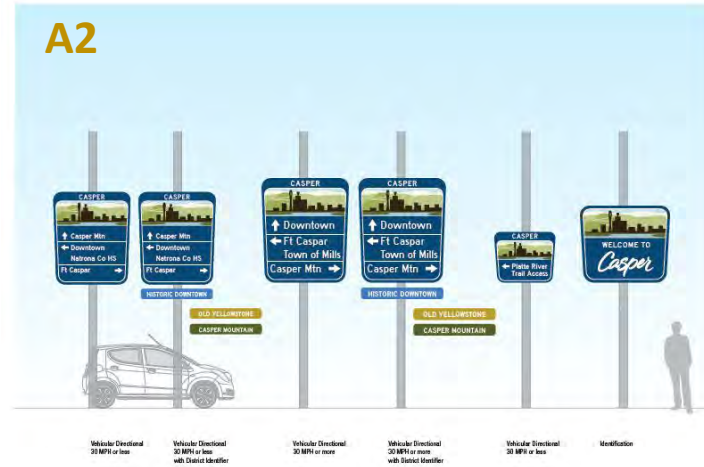
February 22, 2022



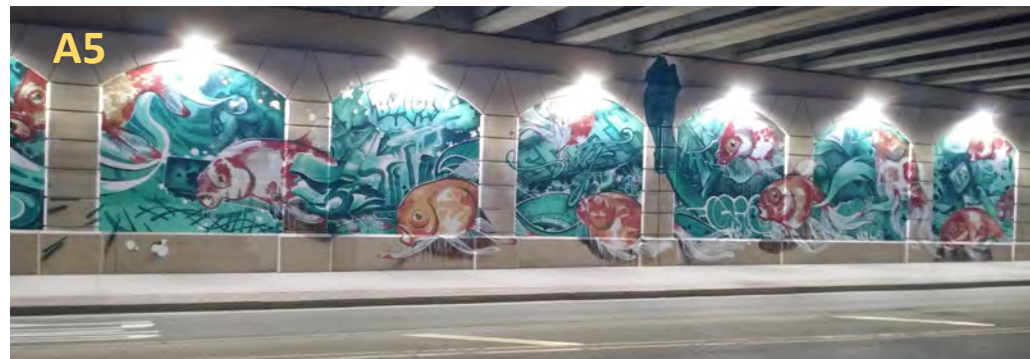
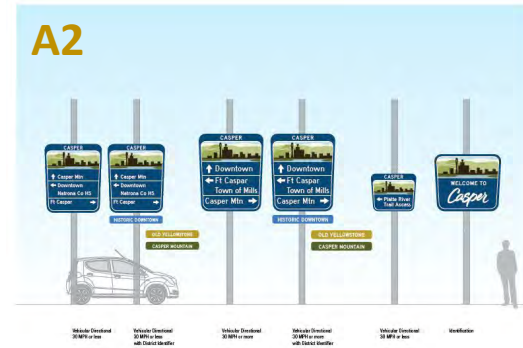
Poplar Street Existing Conditions



(A) Poplar Underpass Project Improvements



(A) Poplar Underpass Project Improvements



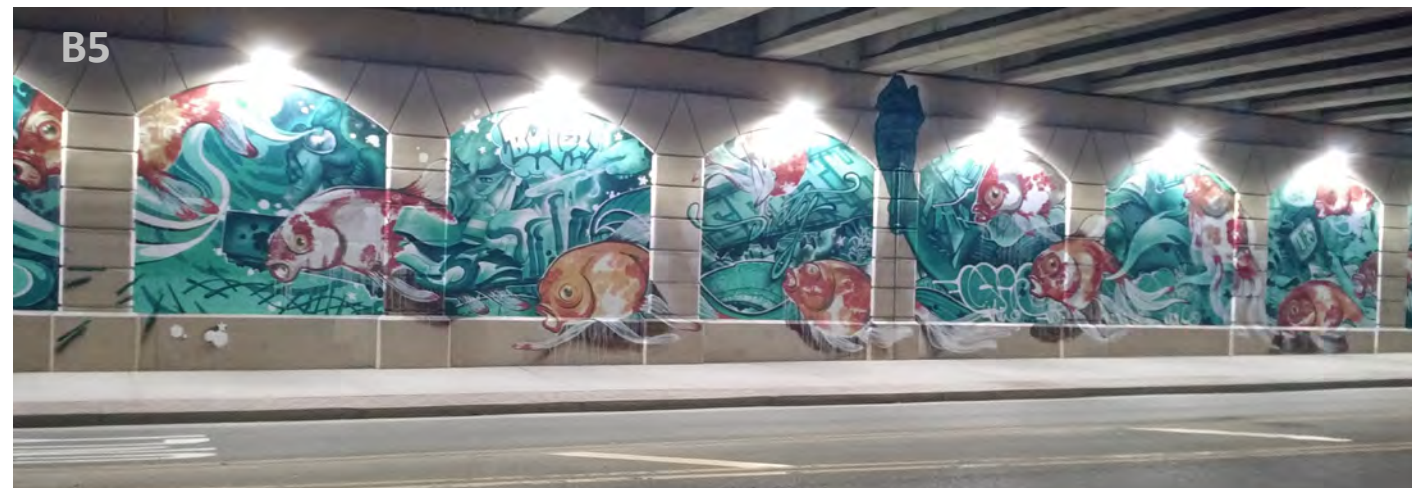
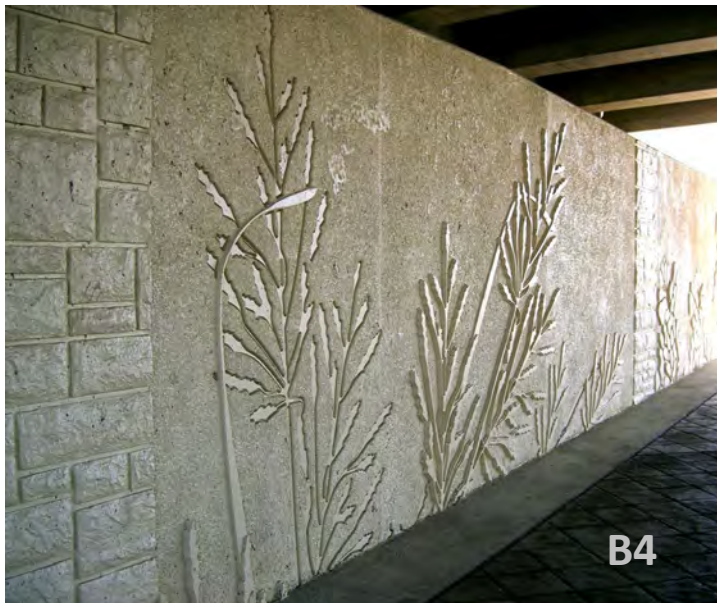
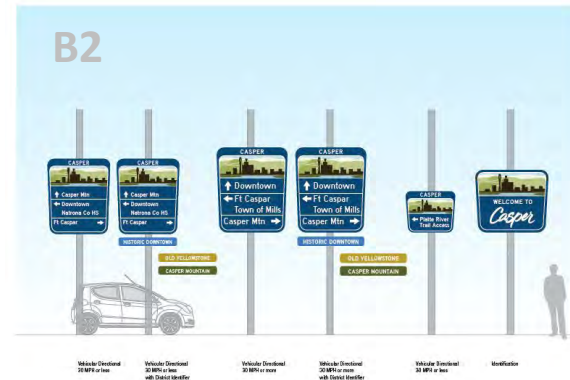
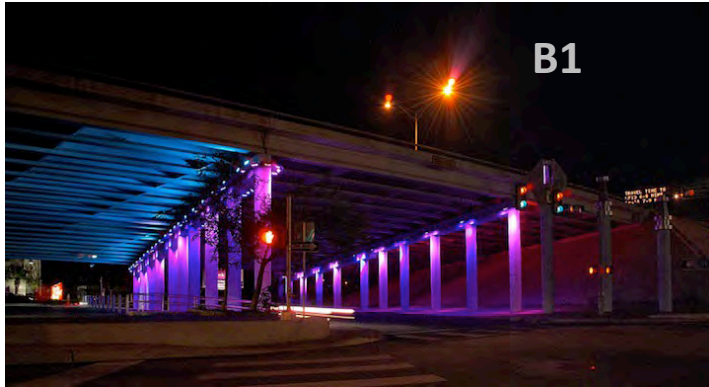
A		I-25 at Poplar(WYDOT Enhancement Funds)	
1	RGB Lighting	\$ 120,000.00	Per underpass
2	Wayfinding Signage	\$ 20,000.00	2020 MPO Wayfinding Study (4 signs)
3	Terraced Retaining Walls (WYDOT funds) with Landscaping	\$ 10,000.00	Enhancement funds for landscape/irrigation
4	Form Liners for Vertical Concrete Walls	\$ 50,000.00	
5	Murals	\$ -	Pursue grants and teaming opportunities



Center Street Underpass Existing Conditions



(B) Center St Underpass Project Improvements



(B) Center St Underpass Project Improvements



B1



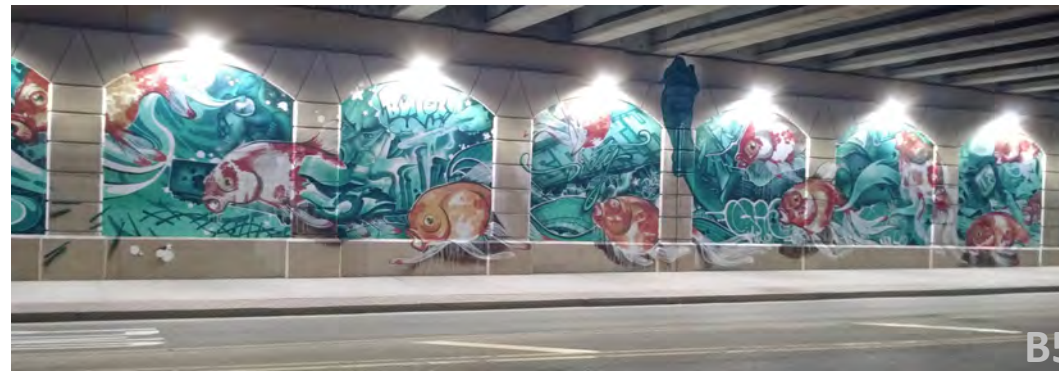
B2



B3



B4

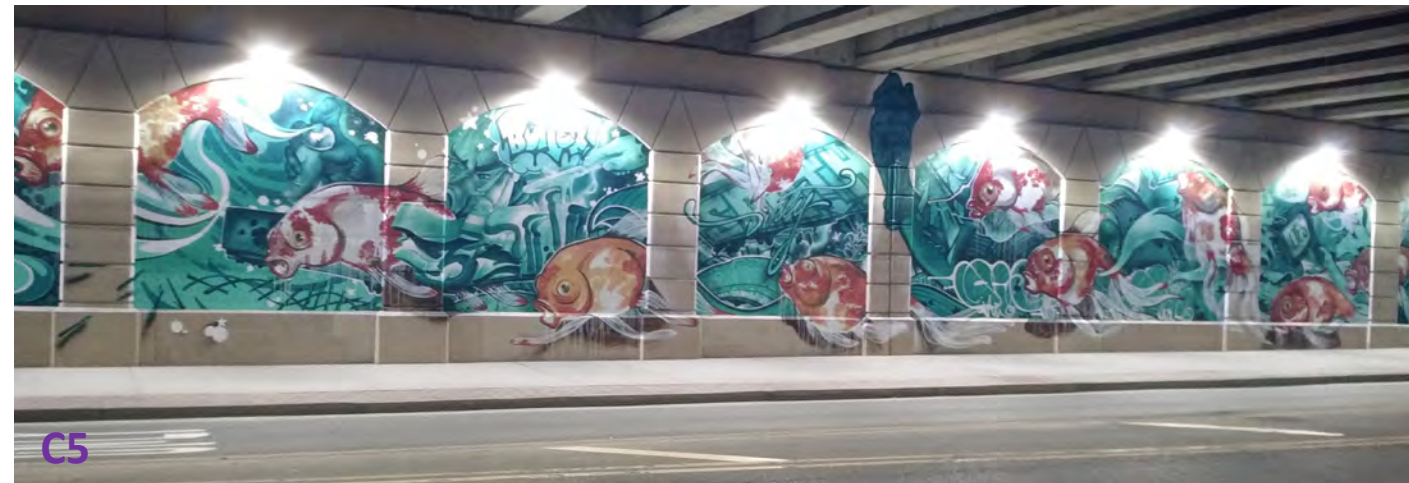
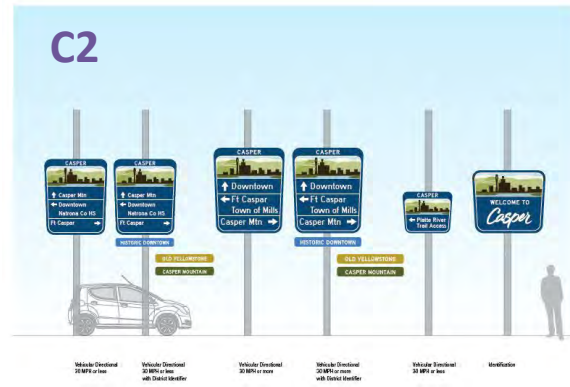


B5

I-25 at Center (WYDOT Enhancement Funds)			
B			
1	RGB Lighting	\$ 120,000.00	Per underpass
2	Wayfinding Signage	\$ 5,000.00	2020 MPO Wayfinding Study (1 sign)
3	Terraced Retaining Walls (WYDOT funds) with Landscaping	\$ 10,000.00	Enhancement funds for landscape/irrigation
4	Form Liners for Vertical Concrete Walls	\$ 50,000.00	
5	Murals	\$ -	Pursue grants and teaming opportunities



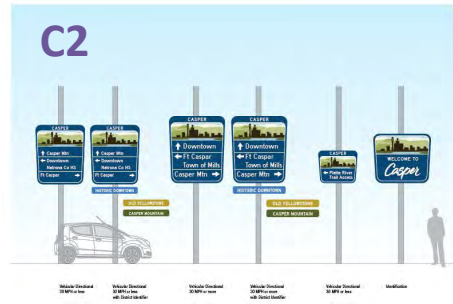
(C) McKinley St Underpass Project Improvements



(C) McKinley St Underpass Project Improvements



C1



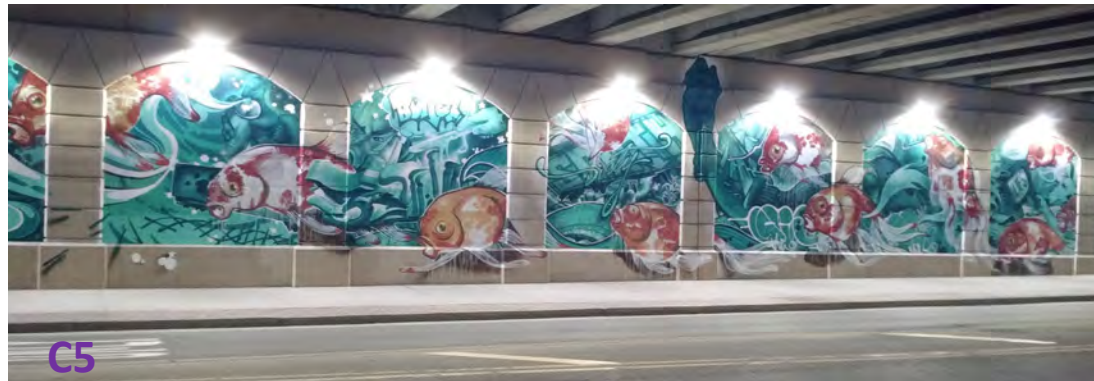
C2



C3



C4



C5

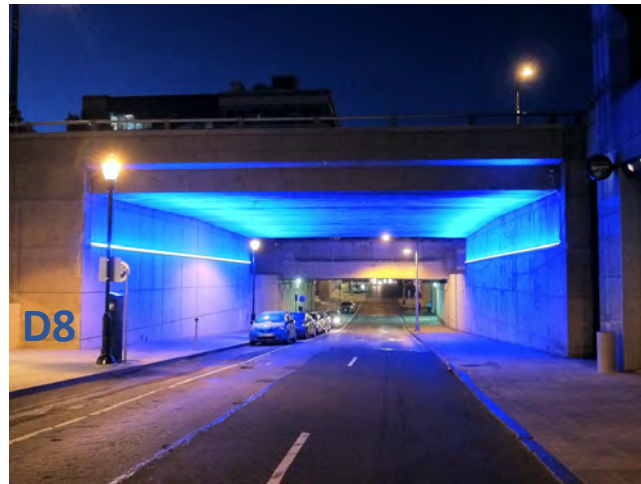
C		I-25 at Mckinley (WYDOT Enhancement Funds)	
1	RGB Lighting	\$ 120,000.00	Per underpass
2	Wayfinding Signage	\$ 15,000.00	2020 MPO Wayfinding Study (3 signs)
3	Terraced Retaining Walls (WYDOT funds) with Landscaping	\$ 10,000.00	Enhancement funds for landscape/irrigation
4	Form Liners for Vertical Concrete Walls	\$ 50,000.00	
5	Murals	\$ -	Pursue grants and teaming opportunities



Center RR Underpass to B St. Existing Conditions



(D) Center Street at Railroad Improvements



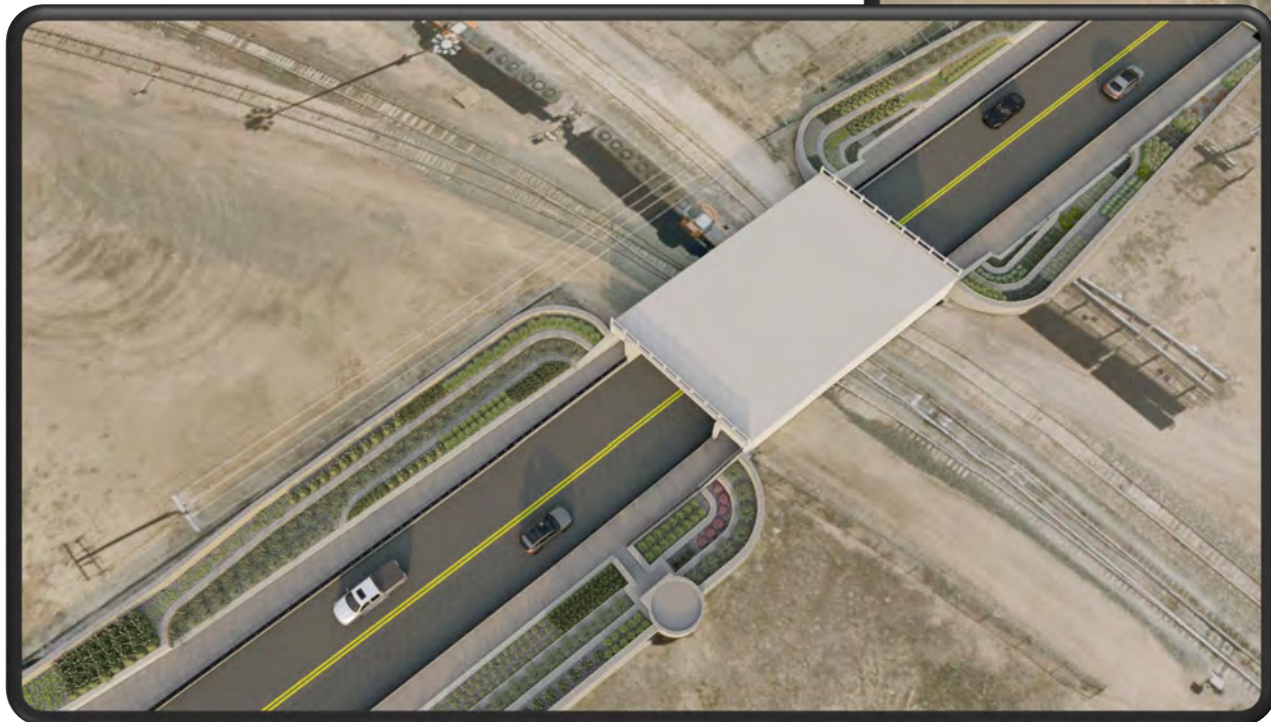
(D) Center Street at Railroad Improvements



D	Center Street & RR Bridge (City Funds)		
1	Replace Slope Paving on South Side of RR	\$ 115,000.00	
2	Replace Slope Paving on North Side of RR	\$ 125,000.00	
3	Form Liners on Slope Paving	\$ 60,000.00	
4	Mural on Slope Paving	\$ -	Pursue grants and teaming opportunities
5	Terraced Retaining Walls on South Side of RR	\$ 150,000.00	Same as Curtis Street
6	Terraced Retaining Walls on North Side of RR	\$ 210,000.00	Same as Curtis Street
7	Decorative Fencing	\$ 100,000.00	
8	Accent Lighting and Improved LED lighting under RR	\$ 90,000.00	
9	Painting of Railroad Bridge	\$ 150,000.00	



D5-D6





D5-D6



Center: E St. to D St. Existing Conditions



(E) Center Street Beautification



Center Street Beautification (City Funds)			
E			
1	Welcome to Casper Sign	\$ 50,000.00	
2	Replace and Reset Pavers & Replace Missing Trees	\$ 25,000.00	
3	Decorative Pedestrian Level Lighting	\$ 315,000.00	Both sides from E St. to the D St.
4	Decorative Pedestrian Level Lighting	\$ 150,000.00	Both sides from C St. to Cheney Building
5	Wayfinding Signage	\$ 20,000.00	2020 MPO Wayfinding Study (3 signs)
6	Streetscaping on D Street	\$ 25,000.00	



(F) F Street Bridge Improvements

- ▶ WYDOT to install 10-foot attached sidewalk with decorative fencing



F	F Street Bridge (WYDOT Enhancement Funds)		
1	Pedestrian Lighting	\$ 65,000.00	One side of bridge



Total WYDOT Funds For Poplar to Mckinley	\$ 400,000.00
Total City Funds for Center Street	\$ 462,500.00
Projected WYDOT Funds for Mckinley to Yellowstone	\$ 400,000.00

Anticipated Construction Year: 2023

Anticipated Construction Year: 2023

Anticipated Construction Year: 2025

A I-25 at Poplar(WYDOT Enhancement Funds)			
1	RGB Lighting	\$ 120,000.00	Per underpass
2	Wayfinding Signage	\$ 20,000.00	2020 MPO Wayfinding Study (4 signs)
3	Terraced Retaining Walls (WYDOT funds) with Landscaping	\$ 10,000.00	Enhancement funds for landscape/irrigation
4	Form Liners for Vertical Concrete Walls	\$ 50,000.00	
5	Murals	\$ -	Pursue grants and teaming opportunities

B I-25 at Center (WYDOT Enhancement Funds)			
1	RGB Lighting	\$ 120,000.00	Per underpass
2	Wayfinding Signage	\$ 5,000.00	2020 MPO Wayfinding Study (1 sign)
3	Terraced Retaining Walls (WYDOT funds) with Landscaping	\$ 10,000.00	Enhancement funds for landscape/irrigation
4	Form Liners for Vertical Concrete Walls	\$ 50,000.00	
5	Murals	\$ -	Pursue grants and teaming opportunities

C I-25 at Mckinley (WYDOT Enhancement Funds)			
1	RGB Lighting	\$ 120,000.00	Per underpass
2	Wayfinding Signage	\$ 15,000.00	2020 MPO Wayfinding Study (3 signs)
3	Terraced Retaining Walls (WYDOT funds) with Landscaping	\$ 10,000.00	Enhancement funds for landscape/irrigation
4	Form Liners for Vertical Concrete Walls	\$ 50,000.00	
5	Murals	\$ -	Pursue grants and teaming opportunities

D Center Street & RR Bridge (City Funds)			
1	Replace Slope Paving on South Side of RR	\$ 115,000.00	
2	Replace Slope Paving on North Side of RR	\$ 125,000.00	
3	Form Liners on Slope Paving	\$ 60,000.00	
4	Mural on Slope Paving	\$ -	Pursue grants and teaming opportunities
5	Terraced Retaining Walls on South Side of RR	\$ 150,000.00	Same as Curtis Street
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7	Decorative Fencing	\$ 100,000.00	
8	Accent Lighting and Improved LED lighting under RR	\$ 90,000.00	
9	Painting of Railroad Bridge	\$ 150,000.00	

E Center Street Beautification (City Funds)			
1	Welcome to Casper Sign	\$ 50,000.00	
2	Replace and Reset Pavers & Replace Missing Trees	\$ 25,000.00	
3	Decorative Pedestrian Level Lighting	\$ 315,000.00	Both sides from E St. to the D St.
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5	Wayfinding Signage	\$ 20,000.00	2020 MPO Wayfinding Study (3 signs)
6	Streetscaping on D Street	\$ 25,000.00	

F F Street Bridge (WYDOT Enhancement Funds)			
1	Pedestrian Lighting	\$ 65,000.00	One side of bridge

February 16, 2022

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Keith McPheeters, Police Chief *KMP 307*
SUBJECT: Take-Home Police Vehicle Program Information

Meeting Type & Date

February 22, 2022

Action type

Information only

Recommendation

Information only

Summary

In 2012, Police Chief Chris Walsh provided a proposal to City Manager John Patterson on the benefits of the One to One (Take-Home) Police Vehicle program. In that proposal, the Department presented solid, documented research that showed how the community benefits, how the City of Casper benefits, and how the Police Department benefits. Among the initial research findings regarding the anticipated benefits of the program was a significant anticipated increase in unobligated patrol hours arising from the time formerly spent on the transfer of equipment between personal and police vehicles. Since 2013, it is estimated that the savings for the City generated by this lost patrol time equates to a savings of approximately \$1,290,000 of patrol time. In addition, the City can show savings in decreased fuel consumption and vehicle maintenance costs. The original, well-reasoned proposal is attached for review.

Much more difficult to quantify is the anecdotal increases in Public Safety achieved through the deterrent impact of increased patrol car presence, arising from when the vehicle is off-duty and parked in our neighborhoods as well as when the vehicle is traveling to and from work. The City has also benefited from nine years of quicker crisis response times, circumstances where officers are needed as soon as possible.

Prior to the Take-Home Police Vehicle Program, officers arriving to work to begin their shift in a shared car were reliant on the hope that their assigned, shared vehicle was not involved in a late arrest or ongoing incident, a routine occurrence in the day-to-day life of a police officer. When this happened, they were stuck at the station, unable to respond to incoming calls for service, until the prior officer finished their assignment, thereby freeing up the car.

Police vehicles, by their mere presence on the roadways, are subject to vehicle crashes. Likewise, during a critical incident, such as an officer involved shooting, the patrol vehicle is immediately pulled off line for the ensuing investigation, including its in-car camera systems. Both of these

circumstances create a huge impact when the vehicle is shared by more than one officer, in effect, creating a ripple effect that adversely impacts multiple patrol teams and officers.

One major benefit is the ability to maintain and service the vehicle, which now occurs while the officer is off-duty and the vehicle is available for City staff to perform routine repair and maintenance, whereas before, the vehicles did not receive the preventative maintenance they needed because they were on duty, non-stop.

Prior vehicle maintenance records predating the Take-Home Police Vehicle Program were contained in the GEMS Financial System. Due to the implementation of MUNIS, this data is now much harder to obtain and analyze. Nonetheless, prior to the implementation of the Take-Home Police Vehicle Program, the Department's typical lifespan of a patrol vehicle was three years before their maintenance costs began exceeding the purchase price of the vehicle. Vehicles not requiring significant repair expenses would only last five years.

The overarching proof of the efficacy of the Take-Home Police Vehicle Program is plainly manifest in the Casper Police Department's present day fleet. Forty-eight of the original 2013 Police Vehicles are still on the road today, nine years later. When you consider the engine hours on these vehicles, the apparent benefits manifest in the longevity of these police vehicles, achieved through improved maintenance and personal accountability, speaks for itself.

An additional benefit not otherwise quantifiable is the Program's value to Police Officer recruitment, retention, morale, and job satisfaction.

The Casper Police Department believes the Take-Home Police Vehicle Program to be a resounding success, having lived up to its anticipated and predicted results of saving taxpayers' money, increasing Public Safety, and increasing operational efficiency.

Financial Considerations

None

Oversight/Project Responsibility

Keith McPheeters, Police Chief

Taylor Gilbert, Police Fleet Coordinator

Attachments

Historical proposal on "One to One" Police Vehicle Program

Power Point

May 1, 2012

MEMO TO: John C. Patterson, City Manager

FROM: Chris Walsh, Chief of Police

SUBJECT: Car Per Man Proposal

Recommendation:

That the City Council authorize and implement the car per man program within the Casper Police Department. This requires the purchase of 42 marked patrol vehicles, as well as the associated police vehicle equipment.

Justification:

Granting this request from the Casper Police Department will have a tremendous impact on accomplishing critical objectives. Priority objectives include: greater presence to deter criminal activity; encourage voluntary compliance with traffic laws through high visibility; significantly decrease maintenance, fuel and repair costs; and increased coverage in emergency situations through decreased response time. This proposal represents a responsible use of a capital investment to reduce long-term operating costs. The City of Casper, as an organization, and the citizens of the community will experience multiple benefits with this program:

- Increased marked police vehicle presence and visibility
- Reduced fuel costs
- Reduced maintenance costs
- Increased operational readiness of the police force
- Reduced call-out response times
- Enhanced accountability on equipment and maintenance
- Increased patrol time and efficiency

A car per man program will reduce the long-term cost of maintaining the fleet of vehicles within the Casper Police Department. Police cars will be used by one officer, effectively reducing the operational time of each vehicle by 50%. This will increase the longevity of the patrol cars, as well as improve officer accountability for properly maintaining and caring for their own vehicles.

Operational readiness and business continuity will be considerably enhanced. The police force will be prepared to be 100% responsive to any situation. Under the current car share system, the force is equipped to be approximately 50% responsive. Of that 50 percent, 25% is directly prepared (on duty), with the remaining 25% having an available vehicle located at the police parking lot. Recall times will be dramatically reduced by eliminating the need to first respond to

the police parking lot to locate a vehicle. The police officers are equipped with gear they need to safely and effectively do their jobs, and each time they transfer into a different car, they must also transfer all their gear. Currently, available patrol cars are parked in the parking lot just to the south of City Hall. Natural disasters or man-made threats that could occur at or around City Hall will effectively make the police fleet non-operational.

The concept of the car per man program clearly and significantly increases police presence in Casper. The presence of police cars parked in neighborhoods will enhance the feeling of security to our residents, and will enhance the community's sense that Casper's patrol officers are invested in their neighborhoods and in their community.

The implementation of this program will be structured with sound fiscal management and a firm, detailed policy governing vehicle operation. Throughout the State, numerous agencies have a car per man program in place, and those agencies have reported greater longevity in the life of their vehicles. Vehicles and equipment are better maintained, and recall to duty is accomplished quickly and efficiently. The car per man program is also reportedly an incentive for recruitment, as well as retention of officers.

Information from other agencies also report favorable feedback from their citizens regarding the presence of marked police cars in the neighborhoods. General efficiency and the sensible use of personnel and equipment are common themes.

Community Benefits

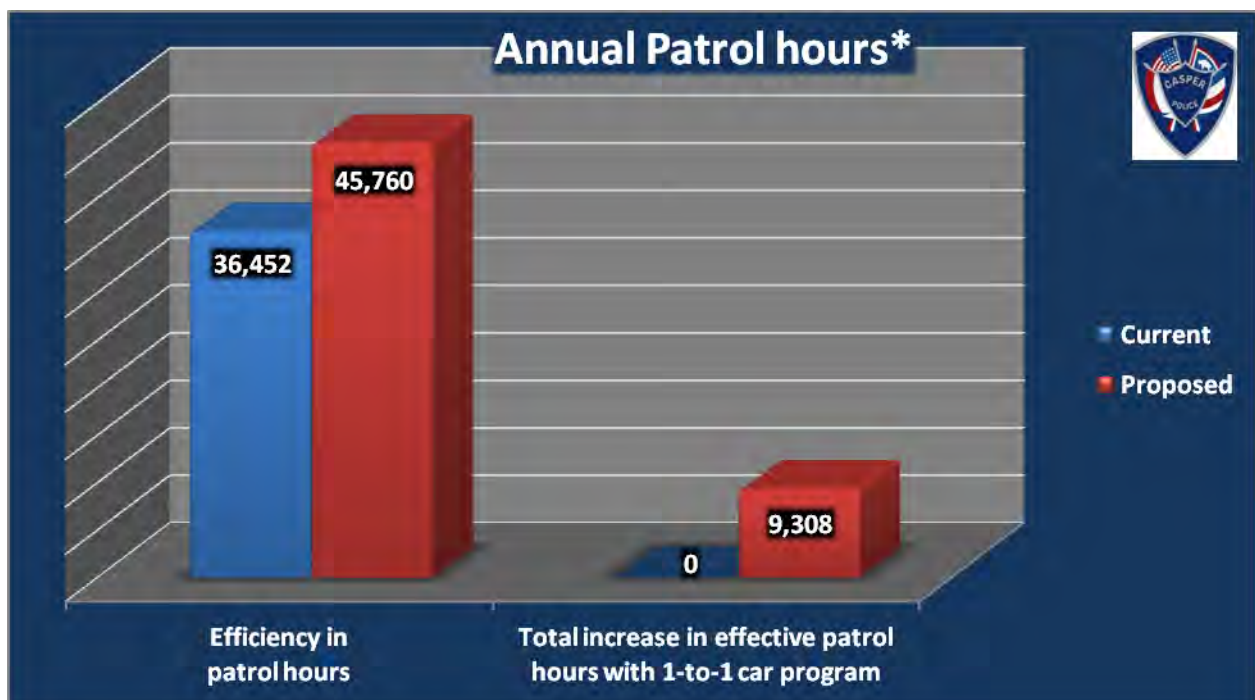
1. Officers driving to and from work in uniform will add an additional 11 hours of patrol time a day, and up to 4,000 hours of additional patrol time each year.*

*This estimate is calculated considering a 15 minute drive time to and from work, 30 minutes total for 22 officers per day.

2. Having a fully equipped car eliminates the need for equipment transfer, saving approximately 40 minutes a day*, which translates into 14.5 hours a day and 5,299 hours a year of available patrol time. The annual cost estimate currently being paid to officers to transfer equipment is \$148,372.

*This estimate is calculated considering 20 minutes at the beginning, and 20 minutes at the end of each shift for 22 officers transferring equipment.

3. Fully equipped patrol vehicles at officers' homes will reduce recall time by approximately 30 minutes on each call-out.
4. The marked vehicle will serve as a deterrent to opportunistic crime in residential and commercial areas.
5. The potential for on and off duty marked patrol cars in all areas of town will enhance the visibility of the Casper Police Department.
6. A marked patrol car will affect driving attitudes. Whether the officer is on or off duty, a person will see the marked car and will check their speedometer and buckle their seatbelt.

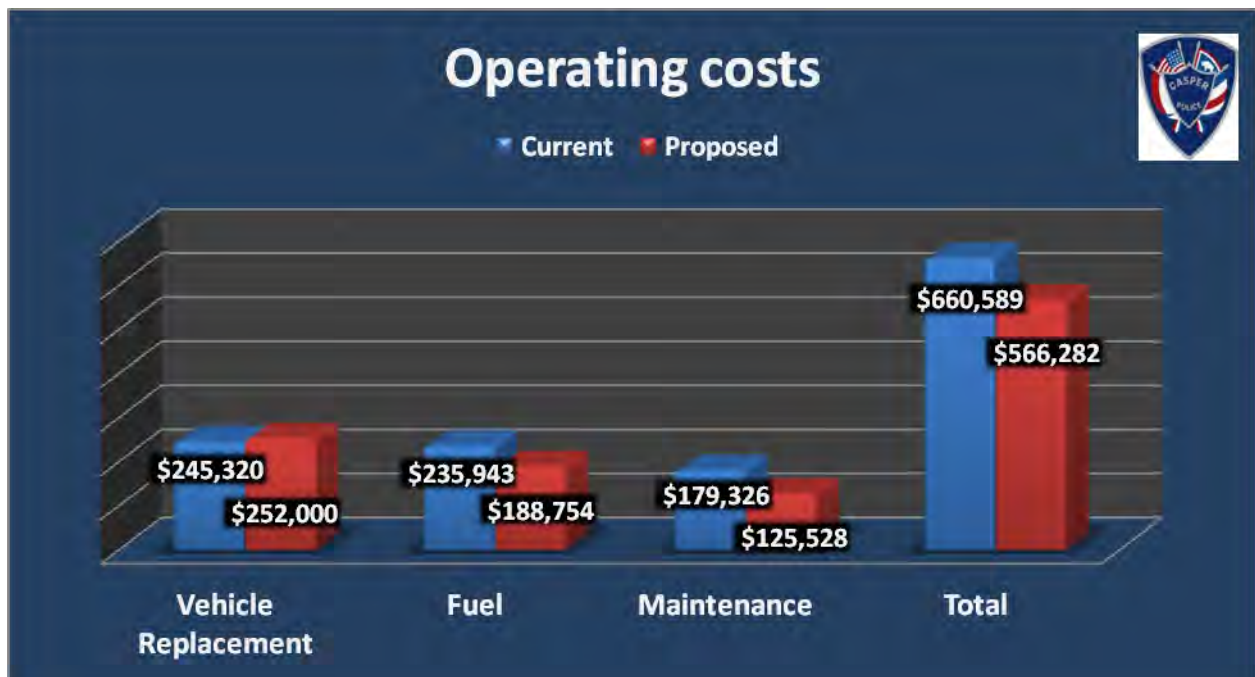


* Each officer works an average of 2,080 hours a year.

City/Casper Police Department Benefits

After the initial funding for the vehicles, the City will see cost reductions in the fuel and maintenance of the fleet. These reductions include:

1. Decreased fuel consumption by up to 20%, at an approximate annual savings of \$47,000. This is a result of using V-6 engine vehicles, which are unacceptable in a 24 hour per day fleet program.
2. Reduced maintenance expenses estimated between 30-50%, at an approximate annual savings of \$53,798, using a conservative 30% reduction.
3. Increased trade-in values on vehicles from \$1,300 to approximately \$5,000, decreasing the purchase price of vehicles by approximately \$5,000. This will represent an annual savings on 12 vehicles per year of \$44,000.
4. A fleet of similar vehicles will be configured the same way with common equipment. The future set up set costs will be reduced with this consistency.
5. The estimated annual operating costs are reduced immediately by approximately \$94,307 for fuel and maintenance.



The Gillette Police Department supports a fleet of 61 vehicles; Rock Springs Police Department a fleet of 60 vehicles; and, Casper Police Department a fleet of 64 vehicles. Below is a comparison of fuel and maintenance expenses for 2011.

	Fuel	Maintenance
Casper PD (64 vehicles)	\$235,943	\$179,326
Gillette PD (61 vehicles)	\$156,000	\$143,000
Rock Springs PD (60 vehicles)	\$108,000	\$46,000

City/Agency Benefits

1. Having a fully-equipped vehicle at an officer's house will allow for a 100% emergency response capability.
2. A take-home car program is an outstanding incentive for potential new recruits and also for retention of patrol officers.
3. A car per man program will also spread the department's vehicle resources out across the City, in the event of a natural disaster or man-made threat. The entire reserve fleet would not be in a central location and vulnerable to a single event.
4. With one officer assigned to one car, vehicle maintenance, as well as care and condition will be accurately tracked.
5. The ability to have a take home car streamlines an officer's work day considerably. The officer is able to store all their equipment and maintain the car. A similar concept would be sharing a desk with four other people. Each day, a person would bring everything they needed to do their daily job, stock the desk and at the end of the day, pack it up and trade off with next person.

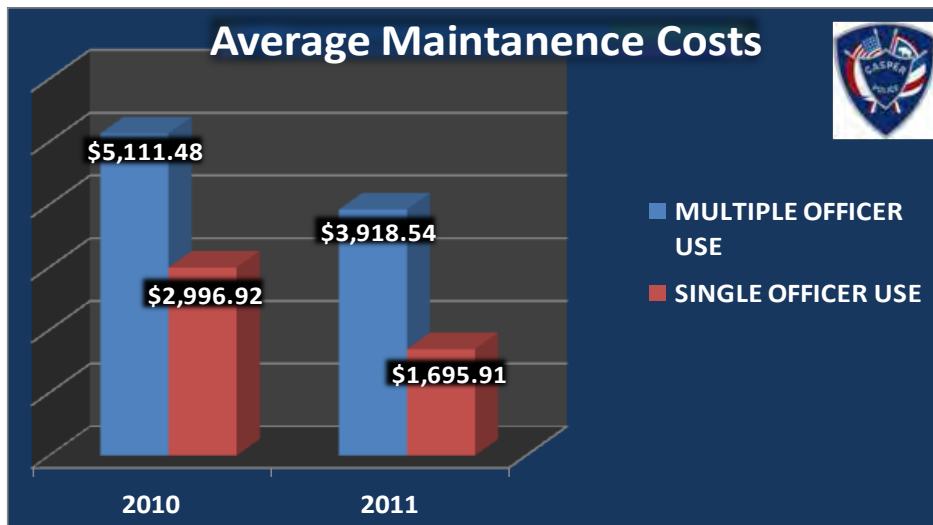
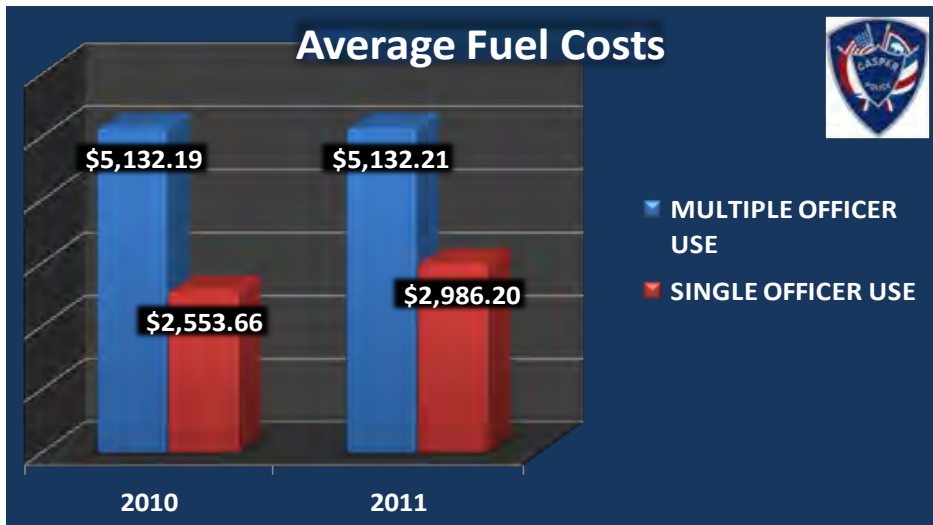
Vehicle Details

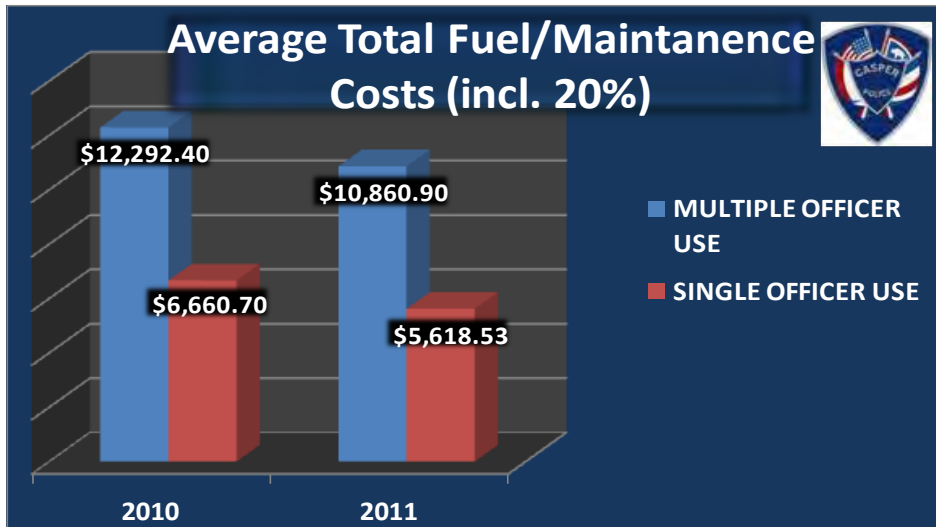
The Casper Police Department has 64 vehicles. Of the 64 vehicles, 37 are marked patrol cars, 21 are unmarked, 2 are motorcycles, and 1 is the crime scene van. The fleet also includes 3 dedicated Community Service Officer vehicles and they are marked as such. The Casper Police Department will need to purchase 42 marked vehicles to institute a car per man program. This will allow for 5 marked vehicles to be in reserve for use while assigned cars are out of service for maintenance or at bio-hazard clean-ups. The proposed fleet size is 106 vehicles.

Today, the department uses either Dodge or Ford vehicles with V8 engines. The primary purpose for the large engine is the durability required to operate a car 24 hours per day. The V8 engine is necessary in a rotating fleet, but on a car per man basis, the new V6 engines offer the needed performance, with a reported gas mileage of up to 20% better.

The Casper Police Department generally replaces vehicles every 5 years, or 100,000 miles, or when the records show maintenance costs have reached 100% of the purchase cost. The typical life span of a patrol car is three years. Historically, the average trade-in value of a patrol car is \$1,300. It is estimated that on a car per man program, the trade-in value would be increased to between \$5,000 and \$10,000, substantially reducing the initial purchase cost of subsequent replacement vehicles. Information from other Wyoming agencies that have a car per man program demonstrates service time of vehicles of between eight and ten years.

Vehicle longevity can be shown by example from internal Casper Police Department comparisons. Below is a comparison of police vehicles allotted for general use, versus those assigned to a specific officer.





WYOMING AGENCIES WITH SIMILAR PROGRAMS

In October of 2011, a Statewide request was made to the chiefs and sheriffs in Wyoming concerning take-home cars. The following agencies replied that they utilized a take-home or car per man program:

Agency	Approx. # Sworn
Casper PD	91
Cheyenne PD	105
Cody PD	20
Converse County SO	13
Gillette PD	55
Laramie County SO	90
Laramie PD	49
Lincoln County SO	18
Moorcroft PD	4
Park County SO	41
Platte County SO	8
Powell PD	17
Rock Springs PD	49
Sheridan PD	32
Wyoming Highway Patrol	120

COMMENTS FROM POLICE CHIEFS ACROSS THE STATE OF WYOMING

Gillette Police Department – Jim Hloucal, Chief of Police

Overall this has been a very good program for us. We have had numerous occasions where we needed to call officers out for emergencies etc. and they were able to go on duty right from their houses and begin taking calls. I also get positive feedback from citizens who like to have the cars visible in their neighborhoods.

The other item where this has been beneficial is with a lot of the SRO programs and the grant funded overtime programs we have, we never have an issue with an officer finding a car to use. This would be an issue without the flexibility this program provides. I believe we provided you with some maintenance cost information but in general I believe that our car life cycle has been longer than initially predicted.

Cheyenne Police Department – Brian Kozak, Chief of Police

The one to one car plan in Cheyenne has proven to save money over a fleet program and has been very beneficial when we have a need to call out extra police officers due to an emergency.

Laramie Police Department - Dale A. Stalder, Chief of Police

It is a “force multiplier.” Every day, because of the program, we estimate some 4 hours of “free” police patrol presence due to commuting by officers. Since officers don’t have to load all of their supplies into the car every day, we also estimate at least 10-15 minutes more patrol time during shifts. We can backfill emergency needs faster (SRT, natural disasters, etc.) because officers don’t have to respond to the PD to get a car. We also tout how much longer the cars last and how they are better taken care of because they “belong” to an individual and are not shared.

We make our guys responsible for all aspects of service and hold them accountable for upkeep in and out. We have found that the guys treat their patrol rides like their personal cars. When we had pool cars, who knew who busted what, when. Now we know!

Initial Program Costs

The initial investment for the 42 vehicles will be approximately \$2,370,738. The proposed funding source is Excess Optional 1% Sales Tax funds. After making the initial purchase, the City of Casper will experience a decrease in ongoing operating costs by a reduction in fuel use, as well as lowered maintenance expenses. The dramatic effect will be when the older cars are rotated out of the fleet.

Vehicle Pricing

Vehicle Type	Base Price	Equipment Price	Total Cost per Vehicle
Ford Interceptor, AWD Sedan V6	\$25,583	\$28,872	\$54,455
Ford Interceptor, AWD SUV V6	\$27,314	\$34,110	\$61,424
Chevrolet Tahoe 4WD SUV V8	\$30,825	\$34,700	\$65,525
Dodge Police Package RWD Sedan V8	\$26,100	\$32,264	\$58,364

Cost/Equipment Detailed

Item	Cost	Purpose
APX 7500 Dual Band Radio	\$6,282.00	Voice communications
Coban M700V Computer	\$8,450.00	Mobile data computer and video camera
Air card/initial cost	\$29.98	Data transmission for computers
Dual Stalker Radar	\$2,070.00	Speed enforcement
Vehicle striping/logos	\$700.00	Casper PD identification
Incidentals/misc.	\$350.00	Includes: First aid kits, fire extinguishers, license plates and title fees
Equipment and installation	\$12,543.00	Includes all emergency lighting, sirens, push bars, mounting equipment, antennas, wiring and labor
APPROXIMATE TOTAL	\$30,425.00	See attached estimates for reference

Vehicle pricing and equipment pricing is based on dealer or installer quotes. They have been less expensive in recent purchases and installs, and would likely be reduced on a large purchase.

Cost Analysis

The Casper Police Department replaces between 5 and 6 cars each year at an expense of approximately \$251,000, before trade-in. The Crown Victoria is no longer an option from Ford, so there is an assortment of Ford and Dodge police vehicles. Equipment between the two is not fully compatible, requiring that unique equipment be purchased for each model. Currently, the Dodge Charger is not consistent, even between each year's models. A standard fleet type would eliminate the high cost of replacing interior equipment when vehicles wear out.

In order to maintain the fleet in premium operational condition, a rotational strategy will be implemented. With 106 vehicles in the fleet, approximately 12 vehicles per year will be rotated out. The estimated cost to replenish 12 vehicles per year is \$312,000. The City of Cheyenne is a relevant comparison – Cheyenne supports a fleet of 150 vehicles. Their typical fleet rotation per year is between 10 and 12 vehicles at a cost of approximately \$260,000. The advantage of the single use car at trade-in could be significant. Historically, a Casper Police Department vehicle is worth \$1,200 at trade-in, with a high reported to be \$1,500. The current trades have close to 100,000 miles and have operated and idled daily during their service. Anticipated trade-in vehicles will have much fewer miles; therefore, will have a better value at trade-in, thereby reducing the purchase cost on a new vehicle. Greiner Ford indicated that a police vehicle with a single use operator and approximately 50,000 miles could be valued between \$5,000 and \$10,000 at trade-in.

Ongoing costs not listed above are monthly air card service charges that will be \$21,672 each year for 42 vehicles. Additional insurance for the 42 vehicles will be \$66,780 per year.

Estimated Yearly Operational Costs, After Initial Fleet Purchase

2011 Pool Fleet	Cost
Purchase (5) vehicles*	\$ 245,320
Fuel	\$ 235,943
Maintenance	\$ 179,326
TOTAL	\$ 660,589

1-to-1 Estimates	Cost
Purchase (12) vehicles**	\$ 252,000
Fuel	\$ 188,755
Maintenance	\$ 125,528
TOTAL	\$ 566,283

* This purchase price includes trade in of 5 vehicles valued at \$1,300 each for a total of \$6,500.

**This purchase price includes trade in of 12 vehicles valued at \$5,000 each for a total of \$60,000.

These estimates represent an annual savings of \$94,306

Vehicle Preference

Vehicle type	Price per unit (equipped)	Number requested	Total by type
Ford Interceptor AWD, Sedan V6	\$54,455	30	\$1,633,650
Ford Interceptor AWD, SUV V6	\$61,424	12	\$737,088
TOTAL		42	\$2,370,738

The Ford Interceptor vehicles are suited for the environment in Casper. They are equipped with all wheel drive (AWD), and developed inside and out for police work. The V6 engine provides the performance police vehicles demand, and improve gas mileage up to 20% over the Crown Victoria with a V8 engine. The interior of both the sedan and the SUV are identical and can utilize equipment that is in the current Crown Victoria fleet. The Interceptors have adjustable floor pedals and more driver room to accommodate Casper's physically diverse officers. The Interceptor has emergency lighting and radio controls in the steering wheel for easy access. The AWD feature is a critical need, as it provides the necessary traction to maneuver Casper's streets during snowy and icy seasons.

The Dodge Charger is a good vehicle, but it cannot be purchased in a police package with all-wheel drive. The warranties are voided if the car is used as a police vehicle in the AWD mode. Experience has shown that the Dodge has a less durable braking system than the Ford, and have consequently all been replaced and upgraded to heavier Ford-type braking systems after a short time. The Casper Police Department has had two engine replacements in the Dodge as well, both in the 50,000 mileage range.

Marked Vehicle Types

Sedans, general patrol use

- Crown Victoria
- Charger

SUV's, special purpose

- Durango
- Tahoe

The special purpose vehicles are used for the following:

- Sergeants: Durangos: the 4-wheel drive ensures they can respond to all situations
- Evidence Technicians: Tahoes 4-wheel drive to have access to crime scenes and needed to carry the additional equipment for processing crime scenes
- K9 Officers, Durangos: equipped with an appropriate holding area in the rear for the K9

Summary

- Request to authorize the purchase of 42 police vehicles at a cost of \$2,370,738
- Funding source – Excess Optional 1%#13 Sales Tax funds
- Maintenance and fuel savings estimated to be approximately \$94,306 per year
- The Casper Police Department will be well-equipped to handle large scale and call-out situations
- There will be an enhanced marked vehicle presence in the community
- Opportunistic crime should be deterred, and traffic violations and accidents should be decreased through enhanced presence
- Overall streamlining the police force for an efficient and effective impact in the community

Casper Police Department One to One Car Program

Taylor Gilbert

Police Fleet Coordinator

Benefits of the One to One Car Program

- Increased marked police vehicle presence and visibility
- Increased operational readiness of the police force
- Reduced call-out response times
- Enhanced accountability on equipment and maintenance
- Increased patrol time and efficiency
- Reduced man hours to transfer equipment

Presence and Visibility

- ❑ Enhance officer visibility in individual neighborhoods
- ❑ Deter crime in residential and commercial areas
- ❑ Enhanced feeling of security for residents
- ❑ Encourage voluntary compliance with traffic laws
- ❑ Reduce probability of mass catastrophe to fleet



Response Time and Readiness

- ❑ Decrease call-out response time
- ❑ On demand equipment availability
- ❑ Response from multiple areas of the jurisdiction
- ❑ Rapid response in emergency situations
 - ❑ Special Response Team (SRT)
 - ❑ Bomb Technicians
 - ❑ Evidence Technicians
 - ❑ Crisis Negotiators
 - ❑ Investigators
 - ❑ Kg Handlers
 - ❑ Drone operators



Accountability

- ❑ Create a feeling of personal ownership
- ❑ Boost officer morale
- ❑ Increase responsibility of maintaining patrol cars and equipment
- ❑ Mechanical and technical issues receive immediate attention to avoid downed units



Patrol Time and Efficiency

- ❑ Eliminate time needed to move equipment
 - ❑ 20 minutes each
 - ❑ Twice per shift
- ❑ Increase patrol time by 40 minutes per officer per shift
- ❑ Patrol on route from home to the department



Cost Breakdown Since 2013

Time Needed to Shift Equipment	20 Minutes
Frequency	2 Times Per Shift
Shifts Per Day	2 Shifts
Average Daily Officer Strength	20 Officers
Average Officer Hourly Salary	\$34 Per Hour

4,866.67 Hours Per Year	\$165,466.67 Per Year
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\$1,323,733.33 Saved Since 2013

Proactive Measures

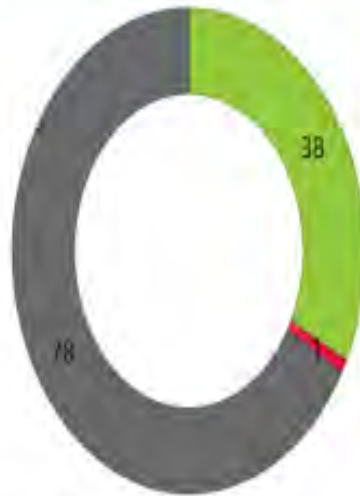
- Installing Geotab modules
- Improve driver safety
- Enhance vehicle reliability
- Real-time fleet visibility
- Insurance cost reduction
- Manage fuel and maintenance costs

Warning: vehicle battery has low voltage	● Active	1	Telematics Device
			
O2 sensor signal biased/stuck rich bank 1 sensor 1	● Pending	2	Vehicle OBD with Source A...
O2 sensor signal biased/stuck rich bank 2 sensor 1	● Pending	2	Vehicle OBD with Source A...

Watchdog Report

Feb 16, 2022

Casper Police Department



- OK
- Offline for 1 - 2 Days
- Offline for 2 - 3 Days
- Offline for 3+ Days
- Not Active

Legend

Total Vehicles Offline
1

Movement Interval (hours)
24

Status Categories	Threshold (days)	Vehicles in Range
OK	Communication within 24 hours	38
Offline for 1 - 2 Days	1	0
Offline for 2 - 3 Days	2	0
Offline for 3+ Days	3	1
Not Active	N/A	78

Thank You

- Taylor
Gilbert
Police Fleet
Coordinator

