

COUNCIL WORK SESSION
Tuesday, June 11, 2013, 4:30 p.m.
Council Meeting Room
Casper City Hall

AGENDA

1. Alcohol Court Update
2. Mike Sedar Swimming Pool Construction Update
3. Annexations/Growth Boundaries
4. Dispatch Center Options
5. Executive Session – Sale of City-Owned Property

June 5, 2013

MEMO TO: John C. Patterson, City Manager
FROM: V.H. McDonald, Administrative Services Director
SUBJECT: Alcohol Court Progress Report

Recommendation:

No recommendation, information only.

Summary:

During the winter of 2012, City staff began to consider the benefit of establishing a section of the Casper Municipal Court dedicated to hearing and administering alcohol cases, namely Driving Under the Influence (DUI) cases. The thought was that a court hearing only alcohol cases would benefit addressing a portion of alcohol related crimes by those cases being consistently heard by a judge dedicated to that type of case. Additionally, the follow up for convicted defendants could be enhanced by implementing a hybrid probation function with concentrated case reviews by the judge. To that end, a proposal was developed and presented to the City Council to establish such a section. The City Council funded the program in the FY 2013 Budget.

Named the Alcohol Court, this section of the Casper Municipal Court hears first and second DUI offenses as well as other alcohol related cases including Minor in Possession of Alcohol and Furnishing Alcohol to a Minor. The planned and actual start date for the Alcohol Court was November 1, 2012. Prior to that date, two full-time administrative staff, a Court Clerk and Case Coordinator, was hired, and Council selected Judge Keith Nachbar as the part-time judge. (Judge Nachbar had previously been a judge with the Casper Municipal for several years.)

At the onset of establishing the Alcohol Court, a six-month status report was planned to be presented to the City Council. This report is attached and will be presented at the June 11, 2013 Council Work Session, and will be presented by Josh Bake, Court Manager and Andrew Nelson, Case Coordinator.

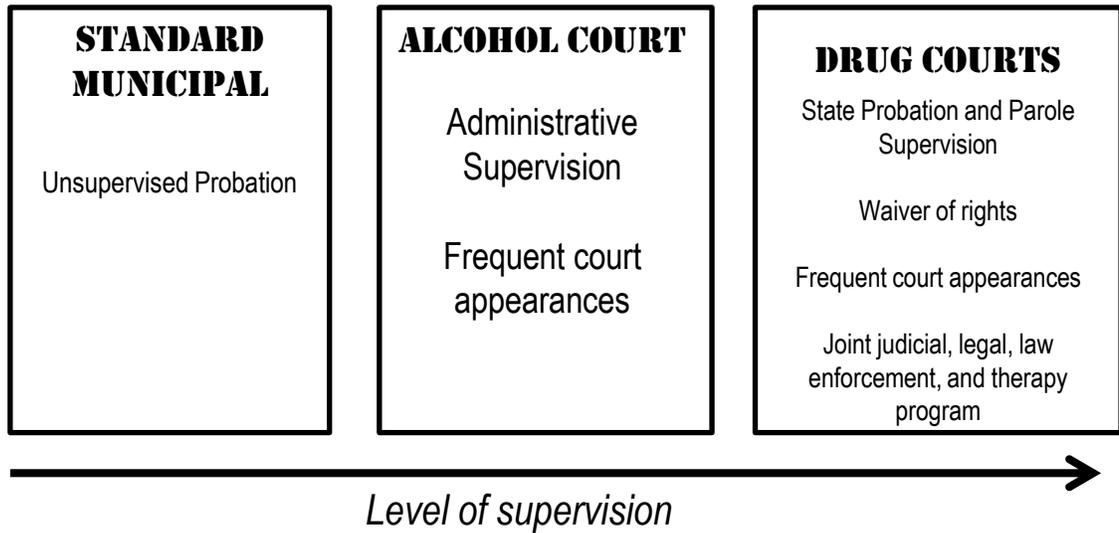
FY14 Update

1

The mission of the City of Casper Alcohol Court is to improve the lives of the offenders, families, and the community by enhancing accountability and success in probation, through rigorous judicial intervention, for alcohol related crimes. The court streamlines sentencing and probation to ensure compliance to judicial orders, especially treatment and education, for early offenders.

2

Alcohol Court \neq Drug Court



3

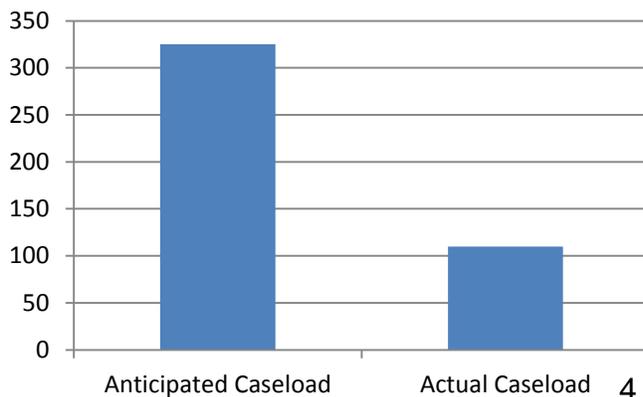
Typical conditions of probation include:

- Addiction Severity Index (professional assessment) and recommended treatment
- Attend Alive at 25 Education Session or MADD Victim Impact Panel
- Regular case reviews with the judge
- Regular one-on-one check ins with the Court Coordinator
- Attending a mutual support group
- Community Service

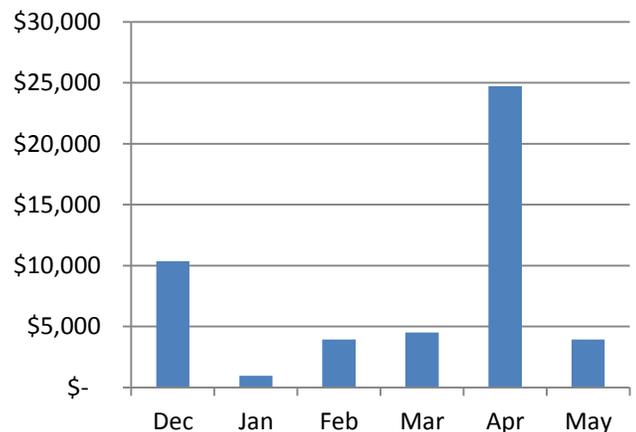
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Caseload – All Case Types

After six months



Alcohol Court Jail Costs



Casper Alcohol Court

FY13 Update

Joshua Bake, J.D., MPA
Court Manager

Andrew Nelson, MPA
Case Coordinator

Section 1: Program Overview

The Alcohol Court is a unique initiative by the City to address the negative effect of alcohol on the Casper community using judicial means. To our knowledge, the Alcohol Court is the first of its kind among municipal courts nationwide. In its most basic form, the Alcohol Court is simply an administrative subdivision of the Municipal Court that only hears specific alcohol-related cases. In a similar fashion, the Traffic Court only hears cases related to traffic offenses. However, the Alcohol Court allows for changes in case management, docket management, sentencing, and probation that allow for early judicial intervention that streamlines information sharing, sentencing, treatment, and probation requirements.

Program Mission

The mission of the City of Casper Alcohol Court is to improve the lives of the offenders, families, and the community by enhancing accountability and success in probation, through rigorous judicial intervention, for alcohol related crimes. The court streamlines sentencing and probation to ensure compliance to judicial orders, especially treatment and education, for early offenders.

Casper Alcohol Court:

A Hybrid Approach to Court Supervised Probation

At a basic level, there are three types of courts affiliated with the State of Wyoming. State District and Circuit Courts are limited in their jurisdiction only based on geographic boundaries. Municipal Courts have limited jurisdiction based on geographic limitations and the types of cases they can hear. Finally, “drug courts” are a specific subset of the Wyoming State Court system that address chronic substance abuse criminal offenders.

The Alcohol Court is best classified under the Municipal Court system but in many ways functions like a drug court with some very significant differences.

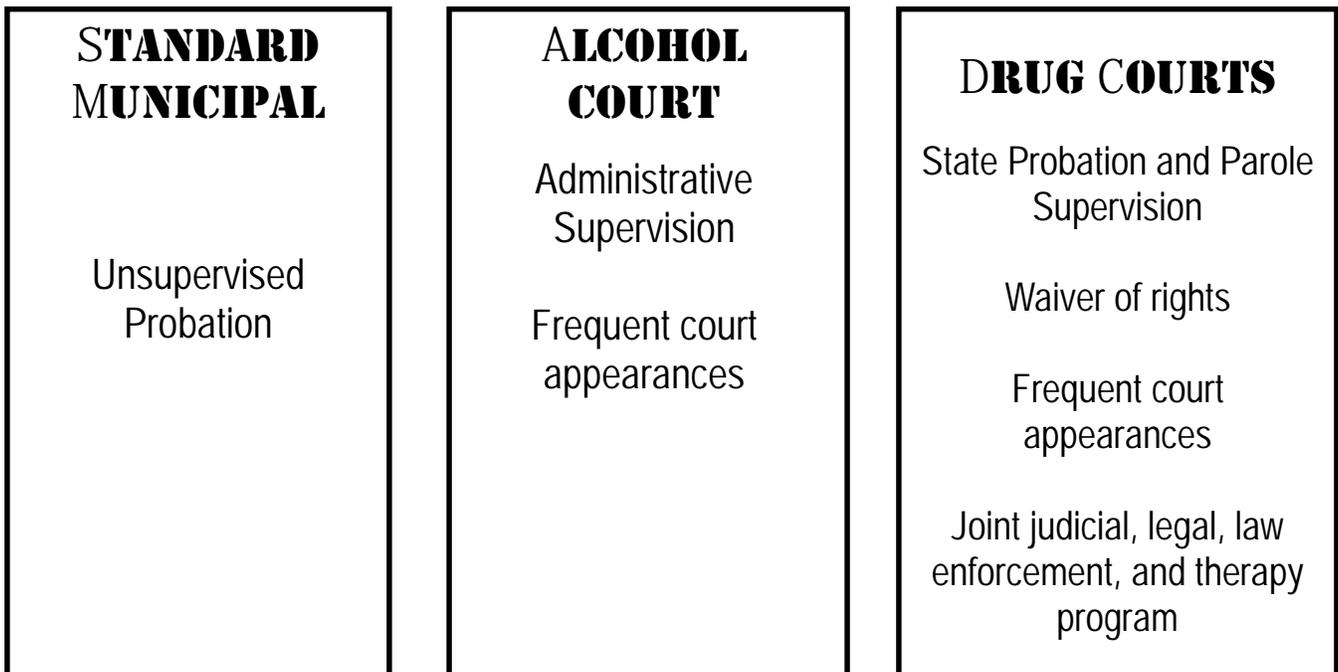
	Legal Authority	Jurisdiction
State District and Circuit Courts	State Statute	Full
Drug Courts	State Statute	Full w/ Waiver
Municipal Courts	City Code	Limited
Casper Alcohol Court	City Code	Limited

TABLE 1. THE ALCOHOL COURT IS A COURT OF LIMITED JURISDICTION SUBJECT TO THE SAME CONSTRAINTS AS ANY MUNICIPAL COURT IN THE STATE.

A drug court must meet specific requirements in order to operate. This includes having a presiding judge, a district attorney, a public defender, a probation officer, and a treatment professional. Defendants in a drug court waive their rights and allow for Intensive Supervised Probation (ISP). Specifics among drug courts may vary, but some standard policies include:

- Home visits
- Employment visits
- Drug testing
- Limited interaction with individuals both inside and outside of the program
- Incentives for positive progress and behavior
- Sanctions for breaking policy or probationary requirements
- Coordinated treatment and counseling
- Regular appearances before the Drug Court judge.

Drug Courts have a proven track record for decreasing recidivism among defendants who successfully complete the program (Nored, 2008 and Finigan, 2007). However, the Casper Alcohol Court is not a drug court. It lacks the personnel and the statutory permission to operate as a drug court. Furthermore, the Alcohol Court is not intended to be a drug court. Elements of the drug court model that can be used by the Municipal Court have been modified and implemented by staff to obtain similar results without going so far as to create a codified drug court. Additionally, operational measures have streamlined processes to mimic a drug court as closely as possible without disrupting due process or Wyoming Rules of Criminal Procedure (W.R.C.P).




Level of supervision

Because of these adaptations and operational changes, the Alcohol Court becomes a court of early intervention to address potential future alcohol problems by ensuring that individuals receive punishment, receive treatment and education, and receive the appropriate attention they need to avoid committing the same or similar offense in the future.

Debunking myths about the Alcohol Court:

Court Supervised Treatment?

The Alcohol Court is not a court-supervised treatment program (also known as a drug court) as defined by WSS 5-10-101 through 5-10-107. These are courts of special jurisdiction that require a specific panel of judicial officials, treatment professionals, and law enforcement officers. The Alcohol Court is an administrative subdivision of the Municipal Court with limited jurisdiction.

Circumventing established programs

The Alcohol Court is not an attempt to criticize other governments, law enforcement agencies, or legal professionals nor their current programs or practices as they relate to alcohol offenses. The Alcohol Court is an attempt to streamline the information, standards, and practices of agencies within the City of Casper and during their interaction with drug testing services and professional treatment providers.

Cookie Cutter Program

The Alcohol Court is not a one-size-fits-all program. While there are sentencing standards and a general structure inherent to the Court, there is significant allowance for customized probation experiences based on a variety of factors. Some of these factors may include mitigating factors presented at sentencing, the defendant’s personal initiative, the tightening or loosening of sanctions in the program, the case itself and any possible aggravating factors, and personal conduct while in the program.

Early performance indicators

Total Caseload

The Alcohol Court had three projected caseloads, including Low Activity, Mid Activity, and High Activity. These caseloads reflected the following totals:

after six months	Anticipated Caseload	Actual Caseload*	Difference
Low Activity DUI	125	50	75
Mid Activity DUI	175	50	125
High Activity DUI	225	50	175
Total Caseload, all case types	325	110	215

At present, the Court has 50 adjudicated cases in the DUI category. Additionally, the Court has processed 21 Minor in Possession Cases, 5 furnishing alcohol cases, and 30 probation revocation cases. It is important to realize that the Court measures only adjudicated cases. There are literally dozens of other cases waiting to be heard, but for reporting purposes the Court has elected to measure adjudicated cases.

One other factor to consider is that DUI arrests countywide are lower than historical levels. The County Sheriff's office, Evansville, and Mills Police Departments all report lower DUIs than in years past (Byer, 2013).

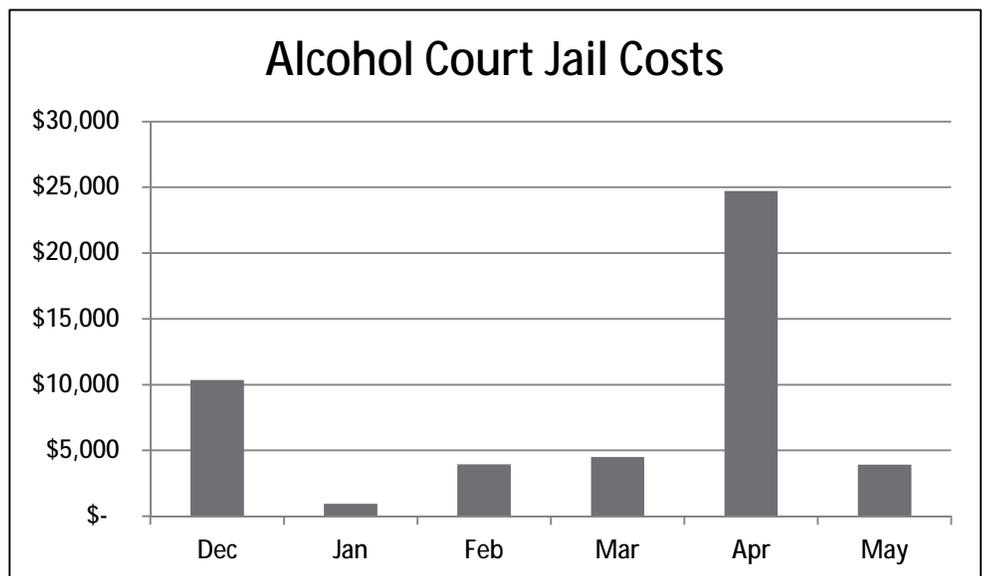
Jailing Costs

The Alcohol Court Judge, Keith Nachbar, has established a sentencing standard for the Court, particularly for jail time. It is important to recognize that these are not mandatory sentencing requirements. Mandatory sentences are determined by state legislation. However, state legislation allows for up to 180 days incarceration for a DUI and Judge Nachbar has elected to pursue more

	Alcohol Court Standard
1 st DUI	3 days
1 st DUI - aggravated	5 days
2 nd DUI	10 days
2 nd DUI – aggravated	15 days
3 rd DUI	30 days
3 rd DUI – aggravated	35 days
1 st Probation Revocation	5 days
2 nd Probation Revocation	10-15 days

aggressive jail sentences than in the past. The second and third offense DUI sentences listed in the chart above includes State mandatory minimums of seven days and 30 days, respectively.

The cost to the City for jailing has increased with this sentencing standard. To date, the City has spent approximately \$49,000 in jail costs for an underlying offense of DUI as well as many probation revocations. Approximately half of these jailing costs are attributable to two offenders. One of these offenders was sentenced



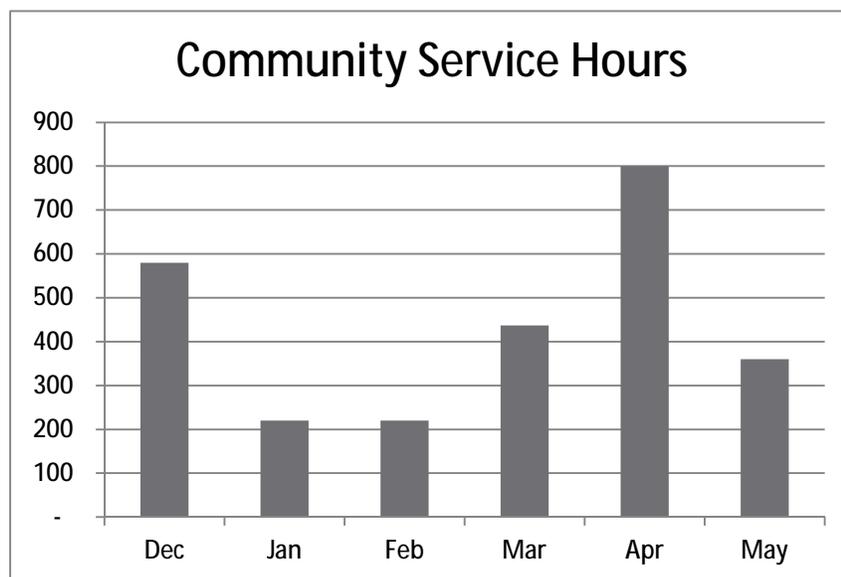
to 140 days in jail for failing probation on his fifth attempt and after being caught driving with an open container and blowing a 0.04 BAC while driving. The second individual was convicted of his eighth DUI. For an unknown reason the District Attorney's office would not accept the case. As a result, Judge Nachbar sentenced this individual to the maximum allowed in Municipal Court (180 days). A handful of other individuals have received large jail sentences of 30 to 40 days for repeatedly failing their probation over the course of two to three years.

The graph above shows a month by month breakdown of jailing costs at \$75 per person per day for those sentenced since the Alcohol Court began hearing cases in December.

Community Service

Another highlight of the Alcohol Court Standard Sentence is the inclusion of non-monetary community service. Since the Alcohol Court began in December, over 2,600 hours of community service have been required of the defendants. Usually individuals convicted of DUI receive 40 hours of community service. A minor in possession will typically receive 20 hours of community service.

If the Court were to convert community service into dollars, defendants would have produced over \$13,000 in benefit to the community since December. The Court credits one hour of community service to \$5. Many defendants choose area thrift stores such as Joshua's Storehouse or the Salvation Army to complete their service. Other organizations include Metro Animal Control, the YMCA, the Seton House, and Casper Youth Baseball.



Per case loss

After eliminating startup costs and factoring in lower than anticipated caseload, outliers in jailing costs, and the six month lifespan of the Court, the City is currently losing about \$300 per case. This loss tracks with an estimated \$29,000 deficit for the Alcohol Court.

Success Rate

95% of individuals who enter supervised probation stay with the program. The few individuals who do fail are typically revoked because they fail to return to court. They attend the initial orientation meeting and are never heard from again. The Court has streamlined the warrant service process with the Police Department to ensure that these individuals are arrested as quickly as possible.

Summary

The Alcohol Court's mission, in brief, is to ensure individuals convicted of alcohol offenses receive the treatment and education they need to avoid reoffending. Early anecdotal and exit survey evidence suggests that the Alcohol Court provides a framework and the resources necessary to ensure successful completion of probation. Staff will continue to monitor issues arising from costs; however, the high retention rate in the program indicates that the structure, clear expectations, and regular court appearances for defendants in the Alcohol Court leads to fewer revocations, more individuals receiving treatment and education, and ultimately fewer reoffenders.

Works Cited

- Byer, K. (2013). *No mass exodus from Casper in wake of public smoking ban. DUIs between Casper, Evansville, Mills, have decreased.* Casper: Casper Star Tribune.
- Finigan, M. W. (2007). *Impact of a Mature Drug Court Over 10 Years of Operation: Recidivism and Costs.*
- Nored, L. S. (2008). Success of Drug Court Programs: Examinations of the Perceptions of Drug Court Personnel. *Criminal Justice Review*, 329-342.

CITY OF CASPER
ALCOHOL COURT

Annual update

MISSION STATEMENT

The mission of the City of Casper Alcohol Court is to improve the lives of the offenders, families, and the community by enhancing accountability and success in probation through rigorous judicial intervention. The court streamlines sentencing and probation to ensure compliance to judicial orders, especially treatment and education, for early offenders.

COUNCIL APPROVED AND FUNDED THE ALCOHOL COURT FOR FY13

City of Casper Alcohol Court

Alcohol Issues and quality of life

- Approximately 55% of CPD arrests involve alcohol
- 22% of felony arrests involve alcohol
- 58% of misdemeanor arrest involve alcohol
- 64% of Family violence arrests involve alcohol
- 72% of resisting arrest charges involve alcohol
- 34% of assaults involve alcohol

Tackling the problem

- Consistent enforcement
- Primary court
- Consistent sentencing
 - Single point of entry for alcohol offenses
 - Proper pre-ASI investigation
 - Proper pre-sentence investigation
 - Treatment options in sentencing

Proposal

- ❖ Create a dedicated entry level **Alcohol Court**
- ❖ Most 1st, 2nd, and 3rd offense DUIs to Municipal Court
 - Aggravated and felony DUIs to Circuit Court
- ❖ New supervised probation function

HISTORY



- A subdivision of the Casper Municipal Court
- Established and operational in Oct. 2012 with the first cases in December 2012
- Primary court, dedicated to entry level alcohol offenses
 - 1st, 2nd, and some 3rd DUI; MIP Alcohol, Furnishing Alcohol
- One judge assigned to all Alcohol Court cases and hears all the cases (except for absences) to improve consistency
- One prosecutor handles the cases
- One Court Coordinator provides “administrative supervised probation”

CASPER ALCOHOL COURT:

A HYBRID APPROACH TO COURT-SUPERVISED PROBATION

MUNICIPAL

Unsupervised
probation

ALCOHOL COURT

Administrative
Supervision

Frequent court
appearances

DRUG/DUI COURT

State Probation and Parole
Supervision

Waiver of rights

Frequent court appearances

Joint judicial, law enforcement,
and therapy program

No supervision

Intense Supervision

How the Alcohol Court enhances the traditional municipal probation:

- The Alcohol Court addresses early offenders *before* they need a drug court.
- Defendants have unprecedented access to a Municipal Court Judge dedicated to their case.
- Provides for sanctions through an expedited revocation process.
- Increased supervision ensures compliance in obtaining recommended treatment.

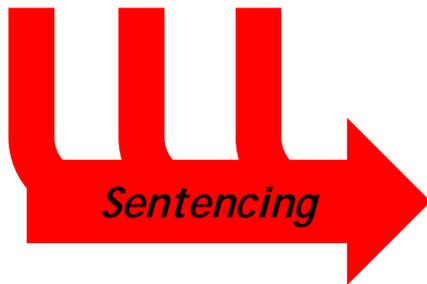
STUDIES* - SPECIALTY COURTS ARE EFFECTIVE

- DUI Courts decrease recidivism among individuals who complete the program.
- Studies in Michigan and Georgia indicate that DUI courts are much less likely to be rearrested on alcohol charges than similar populations in traditional courts.
- These studies are focused on repeat (usually felony) offenders on their 4th, 5th, 6th DUI or more.
- The Casper Alcohol Court tries to implement similar, but less stringent, methods to ensure that individuals receive treatment and/or education long before they need a DUI Court.

*Source: National Association of Drug Court Professionals <http://www.dwicourts.org/>

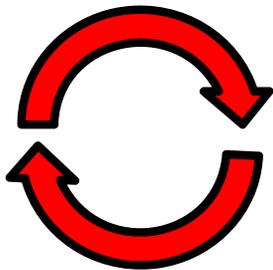
PROGRAM OVERVIEW

DUI 1 DUI 2 DUI 3



Streamline Sentencing

Provides time to collect additional information related to the defendant's history prior to sentencing. Stages for consistency in sentencing.



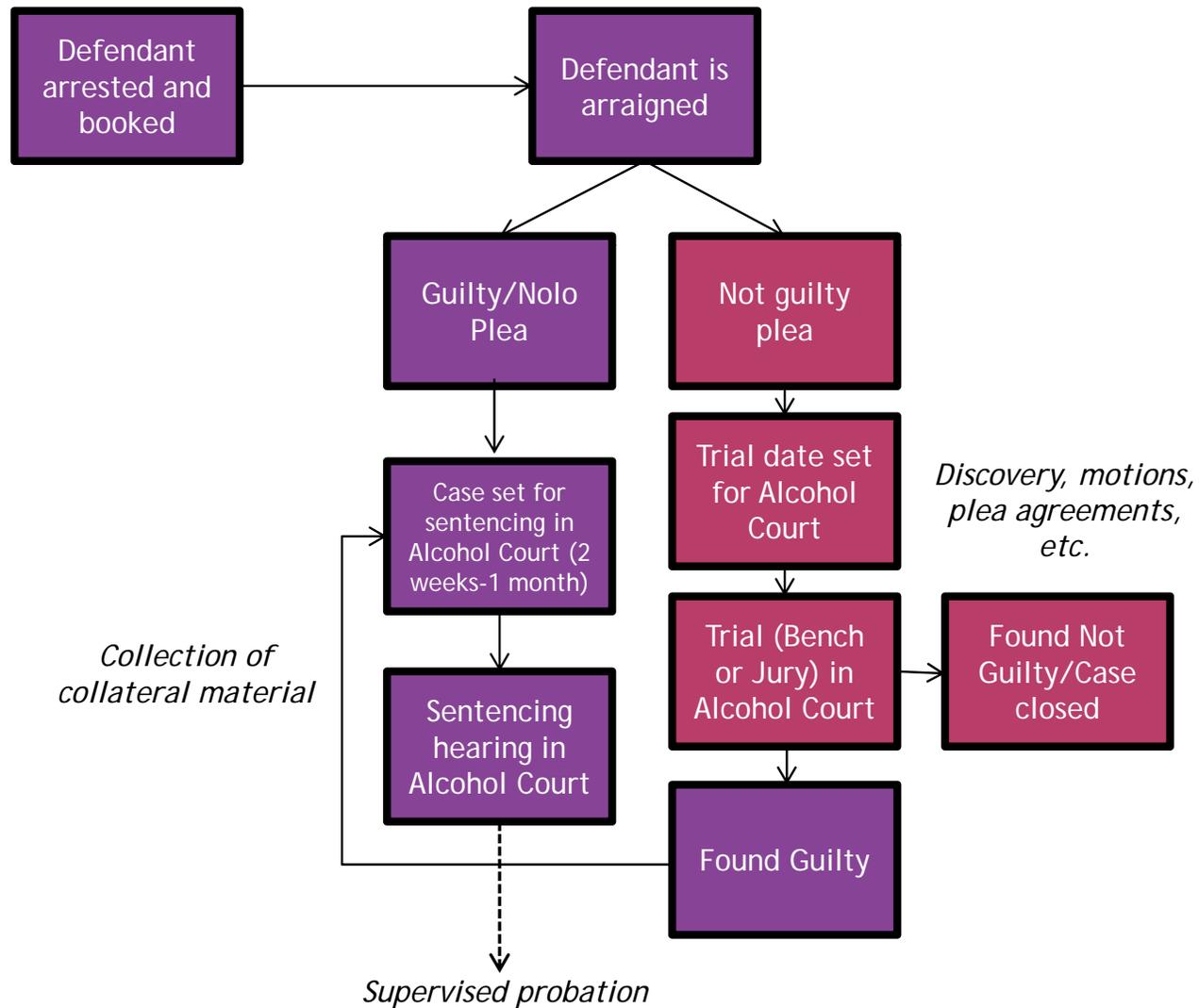
Streamline Probation

Administrative supervised probation is designed to decrease the number of revocations for alcohol-related offenses.

Alternatively, it will help ensure that probation really does last only six months.

PROGRAM OVERVIEW CONT.

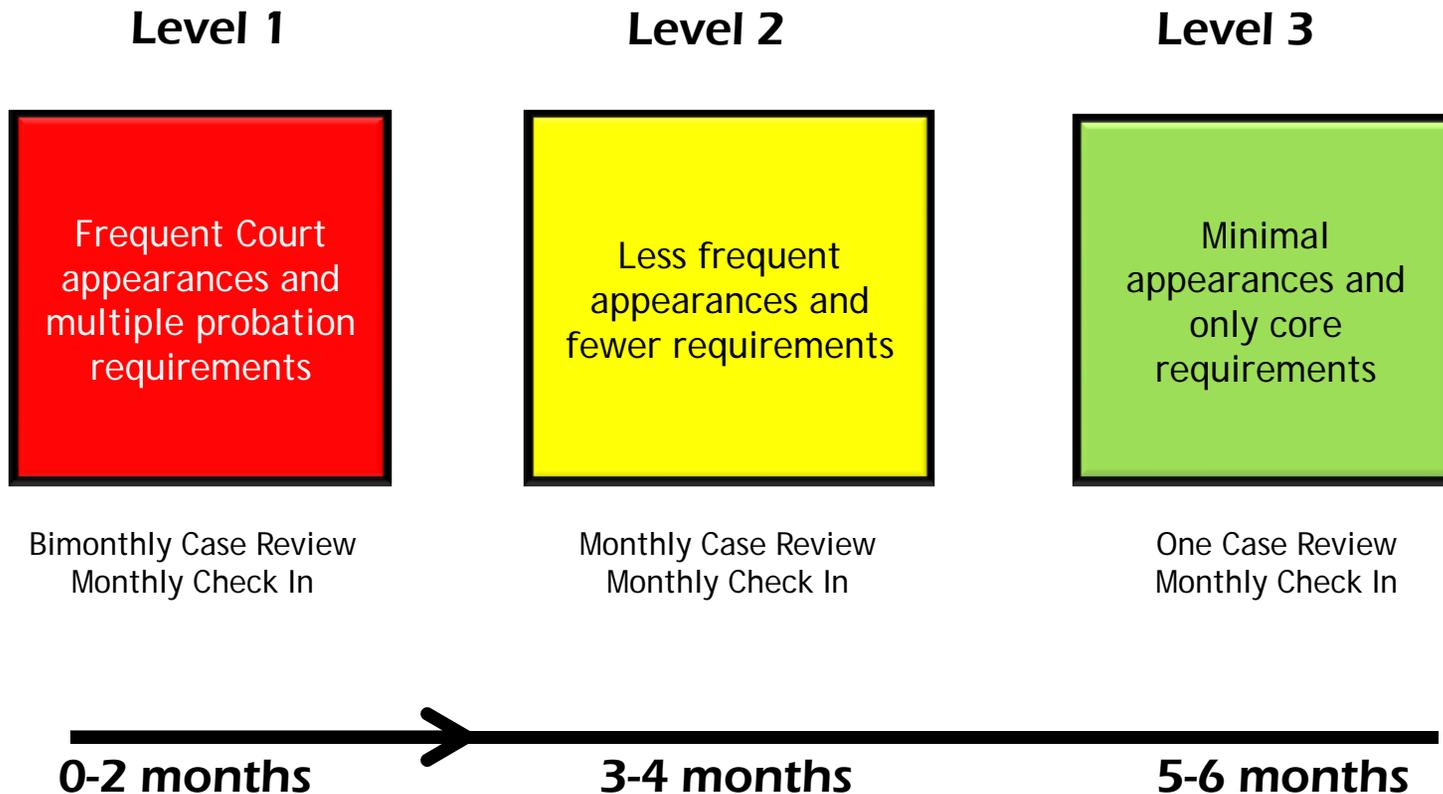
*Procedural changes as a result of the Alcohol Court are **minimal** compared to traditional court*



PROGRAM OVERVIEW CONT.

Probation Levels

If assigned administrative supervised probation in the Alcohol Court, a defendant will progress through multiple stages of supervision during six months.



STANDARD SENTENCE

Sentence varies based on the charge and evidence presented at hearing.

\$750.00 fine

\$100.00 Victims Compensation Fund

\$ 10.00 Court costs

180 days jail (1XX suspended)

Complete six months of supervised probation

- Obtain an ASI –Addiction Severity Index
 - Complete any recommended counseling
- Complete 40 hours of community service
- Submit to random drug and alcohol testing
- Attend Victim Impact Panel session or Alive at 25 program
- Attend all Case Reviews with the Judge
- Attend all personal check-ins
- Attend mutual support group
- Do not possess or consume alcohol
- Lead a worthy and law-abiding life
- Do not violate any local, state, or federal laws

PROCESS CHANGES

BEFORE ALCOHOL COURT

v.

WITH ALCOHOL COURT

May 1, 2012  **ARRESTED**
BAC=0.26

May 2, 2012.....Arraignment
(Pled Guilty)
Sentencing

July 1, 2012.....ASI due

August 1, 2012.....VIP due

May 1, 2013  **ARRESTED**
BAC=0.26

May 2, 2013.....Arraignment
(Pled Guilty)

June 1, 2013.....Sentencing
(Jail time?)

June 10, 2013.....Orientation

June 17, 2013.....Judge Case Review

July 1, 2013.....Check in
5 hours CSP due
Mutual Support due

July 10, 2013.....Judge Case Review

July 15, 2013.....ASI due

August 1, 2013.....5 hours CSP due
Mutual Support due

PROCESS CHANGES

BEFORE ALCOHOL COURT

v.

WITH ALCOHOL COURT

May 1, 2012



ARRESTED
BAC=0.26

September 1, 2012.....Follow up due

May 1, 2013



ARRESTED
BAC=0.26

August 15, 2013.....Judge Case Review

August 21, 2013.....Check in

September 1, 2013.....5 CSP due
Mutual Support due

September 15, 2013...Judge Case Review

September 27, 2013.....Check in

October 1, 2013.....5 CSP due
Mutual Support due
Follow up due

October 10, 2013.....Check in

October 20, 2013.....Judge Case Review

PROCESS CHANGES

BEFORE ALCOHOL COURT

v.

WITH ALCOHOL COURT

May 1, 2012



ARRESTED
BAC=0.26

October 29, 2012....Probation
complete

Total Court Appearances: 1

May 1, 2013



ARRESTED
BAC=0.26

November 1, 2013.....10 CSP due
Mutual Support due
Education due

November 15, 2013.....Judge Case Review

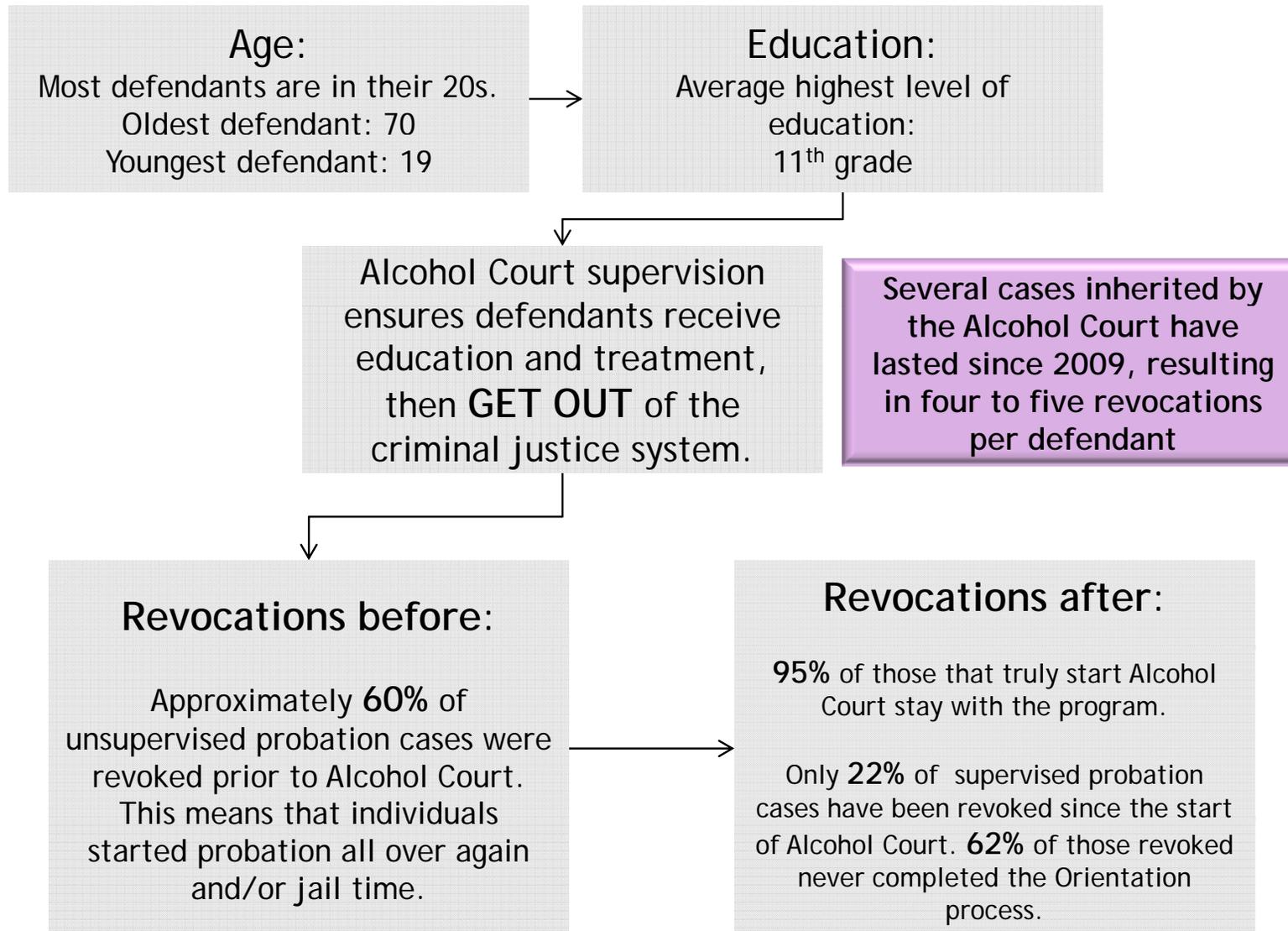
November 21, 2013.....Check in

November 28, 2013.....10 CSP due
Mutual Support due
Follow up due

November 29, 2013....Probation complete

Total Court Appearances: 12

PARTICIPANT STATISTICS



PROGRAM STATISTICS

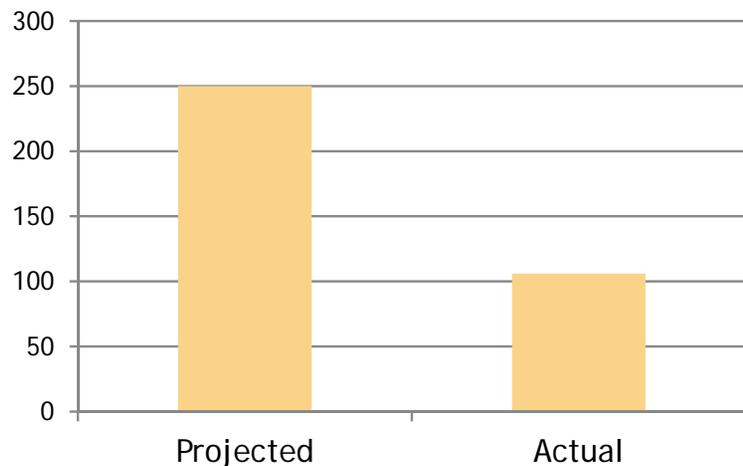
Caseload

The Alcohol Court is currently operating at 63% of the projected "Low Activity" capacity. This factors in startup time, the general decrease of DUIs countywide, and the fact we only measure **adjudicated** cases.

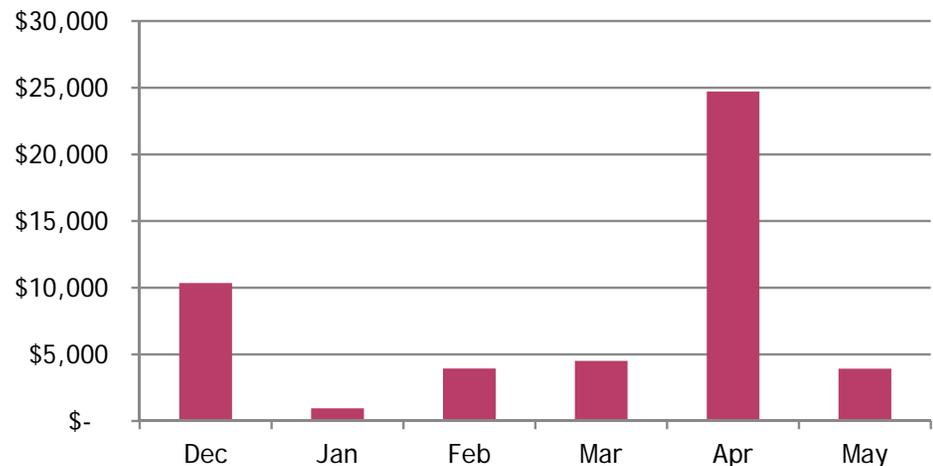
Program Completion

As of June 4, 2013, five defendants have completed their six month probation as early release candidates. The program currently has over 70 active supervised cases.

"Low Activity" Caseload



Alcohol Court Jail Costs



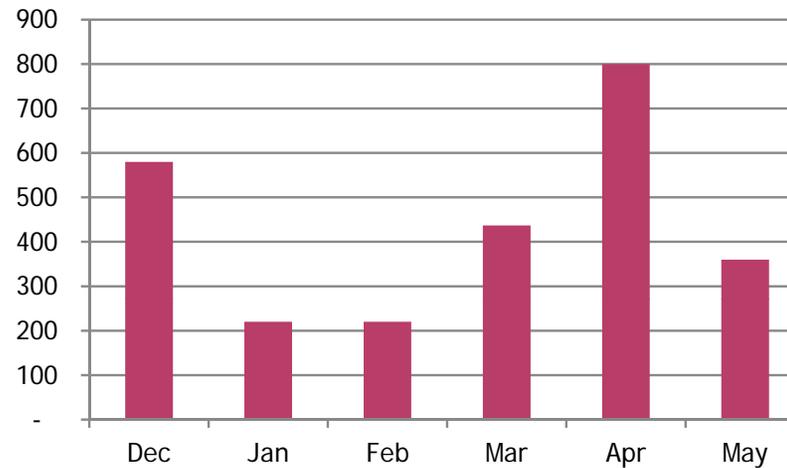
PROGRAM STATISTICS

Per case loss

As of May 30, the City has lost about \$530 per case.

This number drops to \$311 per case when eliminating outliers.

Community Service Hours



Community Service

Since December 3, 2012, the Alcohol Court has sentenced defendants to complete over 2,600 hours of community service. This amounts to approximately \$13,000 of value using the court's standard work credit conversion.

Example Organizations:

Joshua's Storehouse
YMCA
Salvation Army
St. Vincent's Thrift Store
Goodwill of Casper
Seton House
Metro Animal Control
Set Free Thrift Shop

PERSONAL STORIES

"[The DUI] was stupid in the first place. This experience [in the Alcohol Court] made me see what a waste it was for me."

- Mitchell,
Alcohol Court Participant

Tonya

Got into trouble a lot as a teenager. Now on fourth probation revocation and pregnant and has decided to make some life changes. Has struggled throughout the program, but has now graduated high school at age 21 and completed most of her probation requirements.

Jason

Received two DUIs within eight weeks. Aggressively completed probation, assisted other participants, and has a job lined up pending successful completion of probation.

"The possibility of going to jail made me want to complete my probation requirements. The Alcohol Court helped me prioritize my time while I was on probation."

- Roxanne,
Alcohol Court Participant

Mike Sedar Pool Reconstruction

City Council
Work Session
June 11, 2013

Dave Sprague
Bob McDonald



Community Survey Results

- 356 Responses
- Bulk from Casper residents
- Also that non-residents do use amenities
- Majority of responses from households of 4+ (families)
- 75% have children under 17
- Majority of responses from 16+ year residents
 - The outdoor pool should reflect the current needs as most of those residents will still be residents years from now.
- Paradise Valley Pool is most frequented, with former Mike Sedar Pool being second.
- Typical drive time to get to one of the pools is under 5 minutes

Community Survey Results

- Primary use of outdoor pools is for open swim, with swim lessons second.
- Programming also important use, examine specific aquatic facilities for specific programs, as opposed to providing all programs at all facilities.
- Most interest was expressed for:
 - Zero-depth entry
 - Area for swim lessons
 - Water slides
 - Lazy river
 - Water sprays
- Clearly not interested in a competition pool of some variety

Lazy River



MIKE SEDAR POOL/CASPER, NY
 CONCEPT DESIGN - REVISED 5:20.2013
 OLC DESIGNS 1"=20'±0"



Zero-Depth Entry Pool



Play Structure



Multi-Use Pool

Hand-drawn site plan annotations include:
- "MULTI-USE POOL" (highlighted in blue)
- "DIBBLE PIT LILY PAD"
- "FUTURE SLIDES"
- "PLAY LAWN"
- "EXIST. TREES"
- "FENCE"
- "EXISTING PLAYGROUNDS"
- "CANYON"
- "WALL"
- "SLOPE DOWN"
- "20 DEPT"
- "POOL"
- "W/PARK SETS"
- "FLOW"
- "PREVIOUS POOL"
- "BENCH"
- "EXIST. TREES"
- "FENCE" (with 'X' marks)
- "CANYON"
- "PLAY LAWN"
- "EXIST. TREES"
- "FENCE" (with 'X' marks)
- "EXISTING PLAYGROUNDS"
- "1" = 20' 0"

MIKE SEDAR POOL/CASPER, WY
CONCEPT DESIGN - REVISED 5.20.2013
OLD DESIGNS

Other Features

The site plan shows a winding 'FLOW CHANNEL' with 'TUBES' and 'EXPANDED CONC. W/PARK TOILETS'. Other features include a 'FUT. PAVILION', 'PASSIVE LAWN AREA', 'PLAY STRUCT', 'SLOPE DOWN', 'BENCH', 'SEATING', and 'MULTI USE RECREATION POOL'. Three orange circles on the plan are connected by arrows to three photographs: an outdoor 'Rock Work' pool with people on tubes, an indoor 'Bubble Pit' with colorful jets, and another outdoor 'Rock Work' pool with a wooden building in the background.



Design Concept – Alternate 1



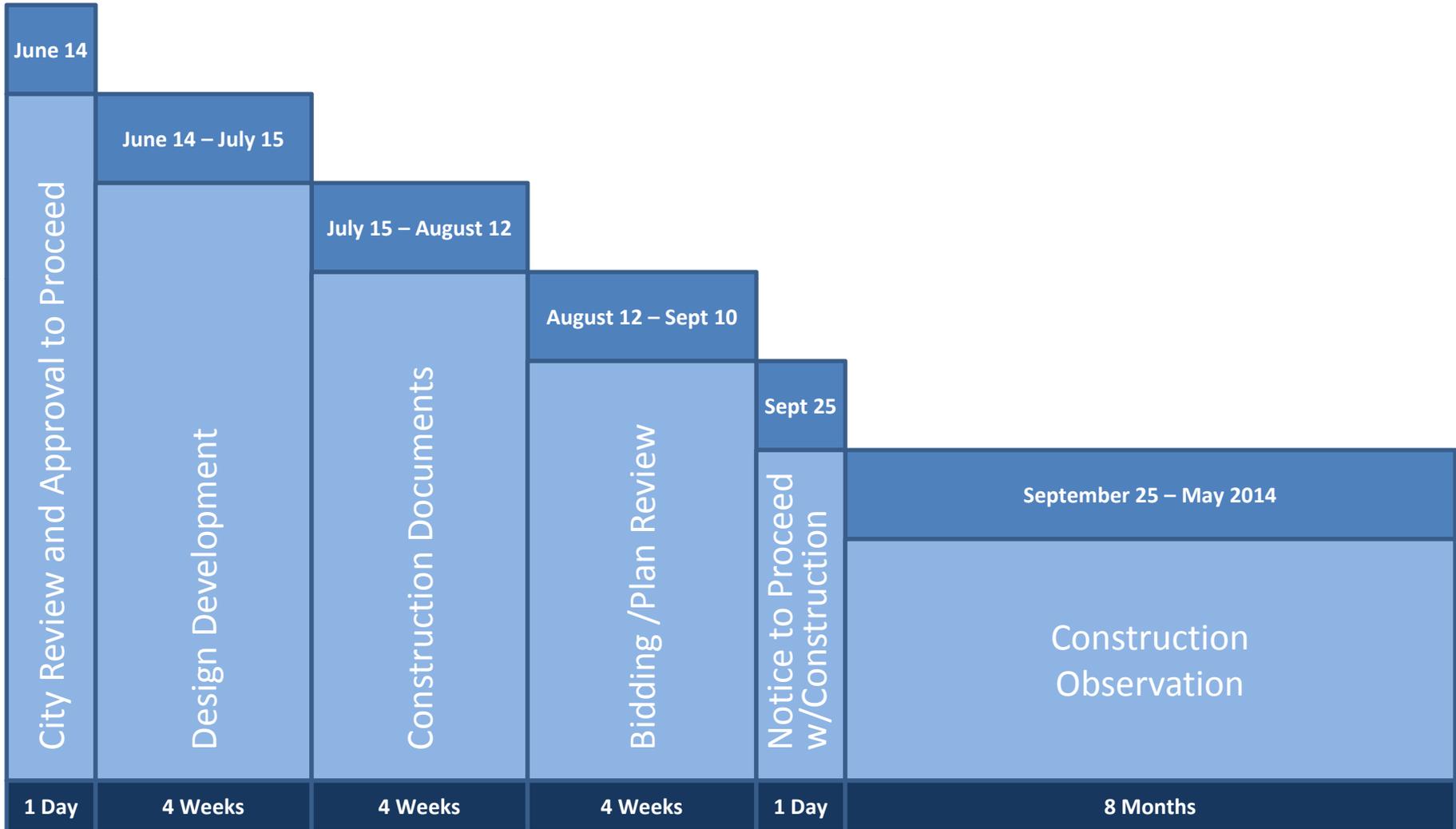
Cost Opinion

<u>Construction Costs</u>	
Aquatic Facilities	\$ 850,000
Bath House	\$ 420,000
Deck and Shade Structures	\$ 172,000
Landscaping and Fencing	\$ 73,000
Total Hard Costs (Base Bid)	\$1,515,000
<u>Soft Costs</u>	
Total Soft Costs (Base Bid)	\$ 344,000
Total Project Cost (Base Bid)	\$1,859,000
Total Project Budget (Base Bid)	\$1,860,000

Cost Opinion - Alternates

Add Alternate # 1	Add Alternate # 2	Add Alternate # 3
Water Slide	Splash Pad	Splash Pad Treatment System
\$217,000	\$177,000	\$ 70,000
Total of Alternates		\$464,000

Schedule



Thank you!



June 3, 2013

MEMO TO: John C. Patterson, City Manager
FROM: Liz Becher, Community Development Director
SUBJECT: Mills/Casper Future Growth Boundaries

Recommendation

For informational purposes only.

Summary

Staff is requesting Council's direction with regard to proposed changes to the Casper/Mills future growth boundaries. The City of Casper and the Town of Mills entered into a Memorandum of Understanding (MOU) regarding future growth areas for each entity in January of 1984. The purpose of the document was to plan ahead for future growth, so that each entity can grow and expand in such a manner as to not interfere or otherwise hinder the other in its growth and development. The MOU is attached for the Council's reference as Exhibit A.

In recent months, City staff and officials from the Town of Mills have been discussing some proposed changes to the agreed-upon 1984 boundaries. A map is being provided to Council, as Exhibit B, to illustrate the existing boundaries and the proposed changes. Those proposed changes include adjustments to the boundaries in the following general areas:

- Dempsey Acres (south of Town of Mills) – Currently Casper, but proposed to change to Mills.
- Natrona County Airport – Formerly not committed, but proposed to be Casper.
- Area west of Vista West Subdivision (south of 20-26) – Currently Casper, but proposed to change to Mills.
- Area east of Mills, near 71 Construction (south of 20-26) – Currently Casper, but proposed to change to Mills.
- Power line right-of-way, east of Robertson Road – the current boundary is a Section line, but is being proposed to follow the power line right-of-way because it is easier to visually identify.

The proposed growth boundaries are based on several factors, including existing water/sewer agreements, existing growth boundaries, and geographic features. Where possible, staff has

attempted to ensure that the boundaries follow easily identifiable physical features, such as roadways, the river, or power lines. When no easily identifiable physical feature is available in an area, the boundaries follow Section lines.

The proposed adjustments to the future growth boundaries between the City and the Town of Mills should not be construed to be a desire to begin annexing or expansion. As is illustrated on the map that has been provided to Council, there hasn't been much expansion by either municipality since the previous 1984 agreement. Future growth, especially in the area northwest of Mills, may take decades to materialize. At that time in the future, when expansion is occurring, it will be up to the City Council to decide whether or not that growth is appropriate, and will likely involve a review of many factors. With the exception of Dempsey Acres, immediately south of the Town of Mills, the areas that are proposed to transition from Casper to Mills are all commercial or industrial in nature.

A benefit of undertaking this exercise is that the updated growth boundaries can be incorporated into other planning documents and studies, such as the Comprehensive Land Use Plan and MPO/WYDOT transportation studies. With future growth responsibilities clearly identified, it will allow the responsible entity to plan appropriate infrastructure and land uses for specific areas, with increased accuracy.

CITY OF CASPER/TOWN OF MILLS

This Memorandum of Understanding made and entered into this 3rd day of January, 1984, by and between the City of Casper, a municipal corporation, hereinafter designated as "City;" the Town of Mills, a municipal corporation, hereinafter designated as "Town;" and the Board of County Commissioners, Natrona County, Wyoming, hereinafter designated as "Board."

WITNESSETH

WHEREAS, the City and Town are desirous of entering into a Memorandum of Understanding, whereby the City anticipates that it will annex and, upon annexation, provide certain City services to those lands outside the growth boundary areas of Mills and Evansville, as shown on Exhibit "A"; and,

WHEREAS, these growth boundary lines were developed with the understanding that they are to be used as a planning guide and that the owners of land within the unincorporated areas of Natrona County shall have the option to determine their own desire for annexation; and,

WHEREAS, the City and Town find that it is in the best interests of the residents of the City and Town to develop a joint land use plan consisting of, but not limited to, a land use map designating residential districts and densities, commercial and industrial lands, and transportation and utility corridors for approval by both Councils; and,

WHEREAS, the purpose of this Agreement is to establish and provide growth areas for the City and Town and to allow the Town the ability to continue to grow and be a viable community; to allow the City and Town to annex areas to the west and north of the current boundaries in which commitments have been made and to establish a process of cooperative planning among the City, Town, and Natrona County.

NOW, THEREFORE, the City and Town agree to the following:

A. Annexation of lands shall ⁴⁶only be after the requirements of

and Town boundary adjustments shall be approved in writing by both the City Council of Casper and the Town Council of Mills.

- C. A preliminary draft of said land use plan shall be developed within twelve (12) months from the date above written for submission to the City Council of Casper and Town Council of Mills for their approval. Upon this approval, the same will be submitted to the Board of County Commissioners for review and adoption. Upon approval of the land use plan by the City Council of Casper and the Town Council of Mills, and receiving input from the Board of County Commissioners, the City and Town will jointly develop zoning and subdivision regulations for the areas included within the land use plan.

- D. When a plat has been prepared and submitted to the Board for their approval on lands located within a one-mile radius of the corporate limits of the City or Town and within the growth boundary area of the City or Town, the City or Town affected by the County plat shall comment and the other entity shall reserve comment.

- E. Natrona County is formally requested to become a party to this Agreement to insure consistent land use planning in the area. Failing formal action by the County, both the City and Town request that they be notified of any and all land use decisions requested of the County in the area of interest defined herein.

- F. Future Councils of the City and Town are encouraged and admonished to strictly adhere to this Memorandum of Understanding. This Memorandum of Understanding shall be binding upon and shall inure to the benefit of both parties hereto, their successors, and assigns.

ATTEST

Calvin L. Chadsey
Calvin L. Chadsey
City Clerk



CITY OF CASPER, WYOMING
A Municipal Corporation

Joseph H. Conger
Mayor

ATTEST

Norene Kilmer
Norene Kilmer
Town Clerk

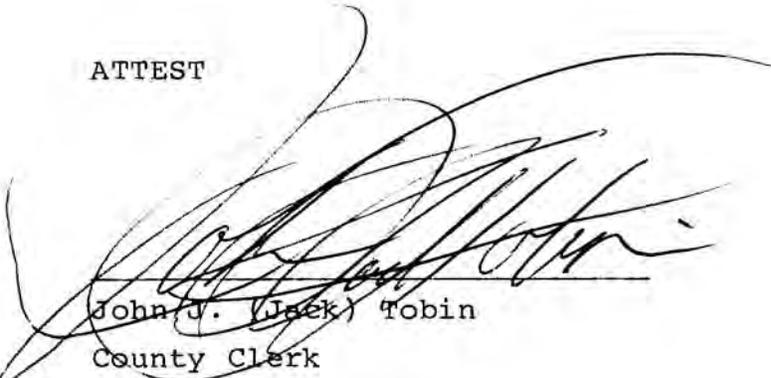


TOWN OF MILLS, WYOMING
A Municipal Corporation

Alan L. Sword
Alan L. Sword
Mayor

ATTEST

John D. (Jack) Tobin
John D. (Jack) Tobin
County Clerk



BOARD OF COUNTY COMMISSIONERS
Natrona County, Wyoming

Frank L. Schulte
Frank L. Schulte
Chairman

Donald H. Dalk
Commissioner

Arthur C. Volk
Commissioner

COUNTY OF NATRONA)
) ss.

The foregoing instrument was acknowledged before me by Joseph H. Corrigan, Mayor, City of Casper, this 5th day of January, 1984.

Witness my Hand and Official Seal.

Kathe E. Schmidt
Notary Public

My Commission Expires:

Sep 9, 1985



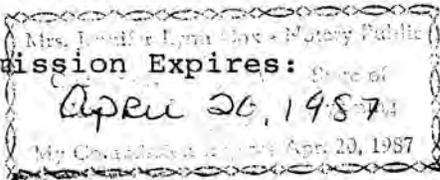
STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Alan L. Sword, Mayor, Town of Mills, this 11th day of January, 1984.

Witness my Hand and Official Seal.

Mrs Jennifer Lynn Cox
Notary Public

My Commission Expires:



April 20, 1987

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

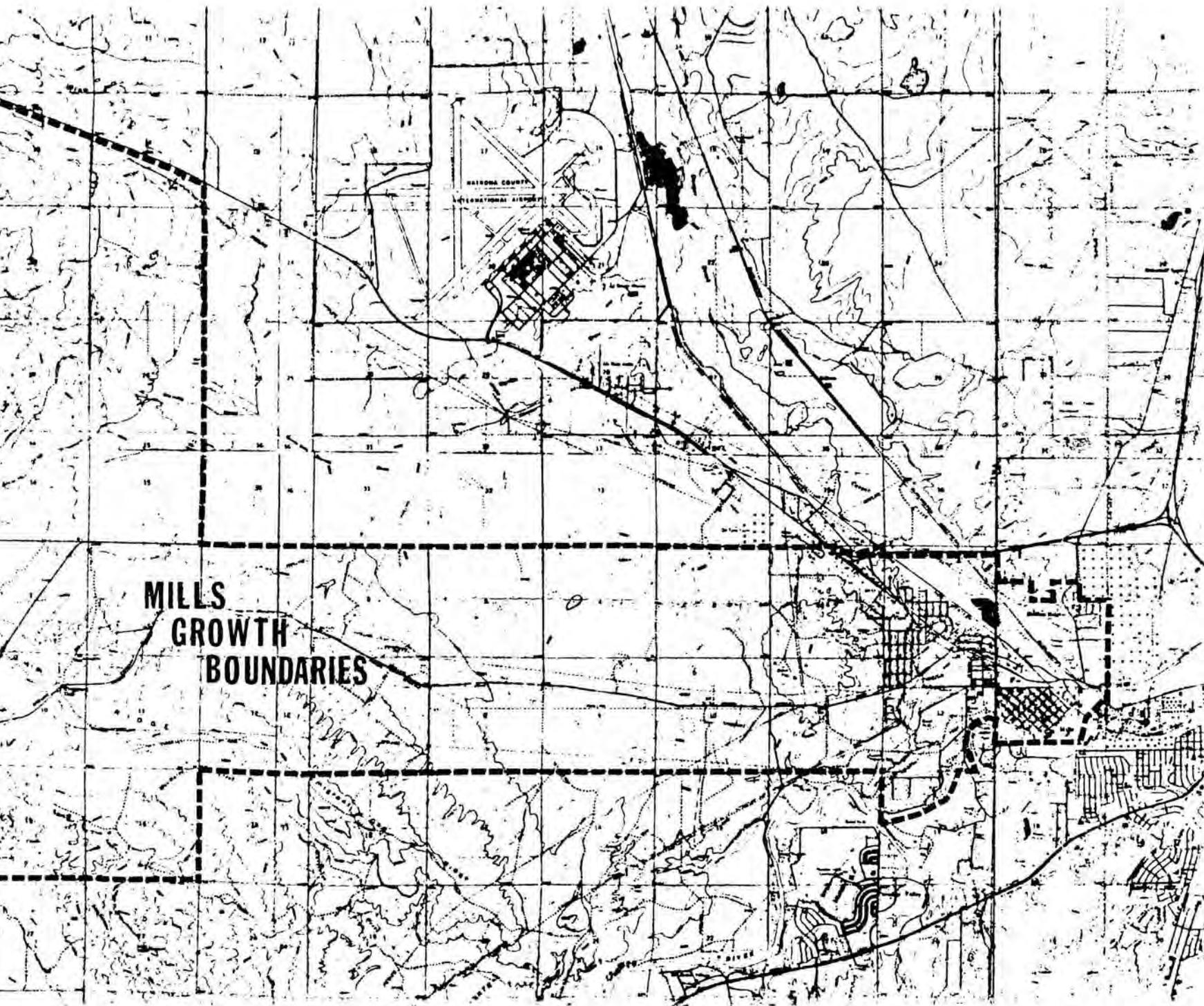
The foregoing instrument was acknowledged before me by Frank L. Schulte, Chairman, Board of County Commissioners, this 17 day of January, 1984.

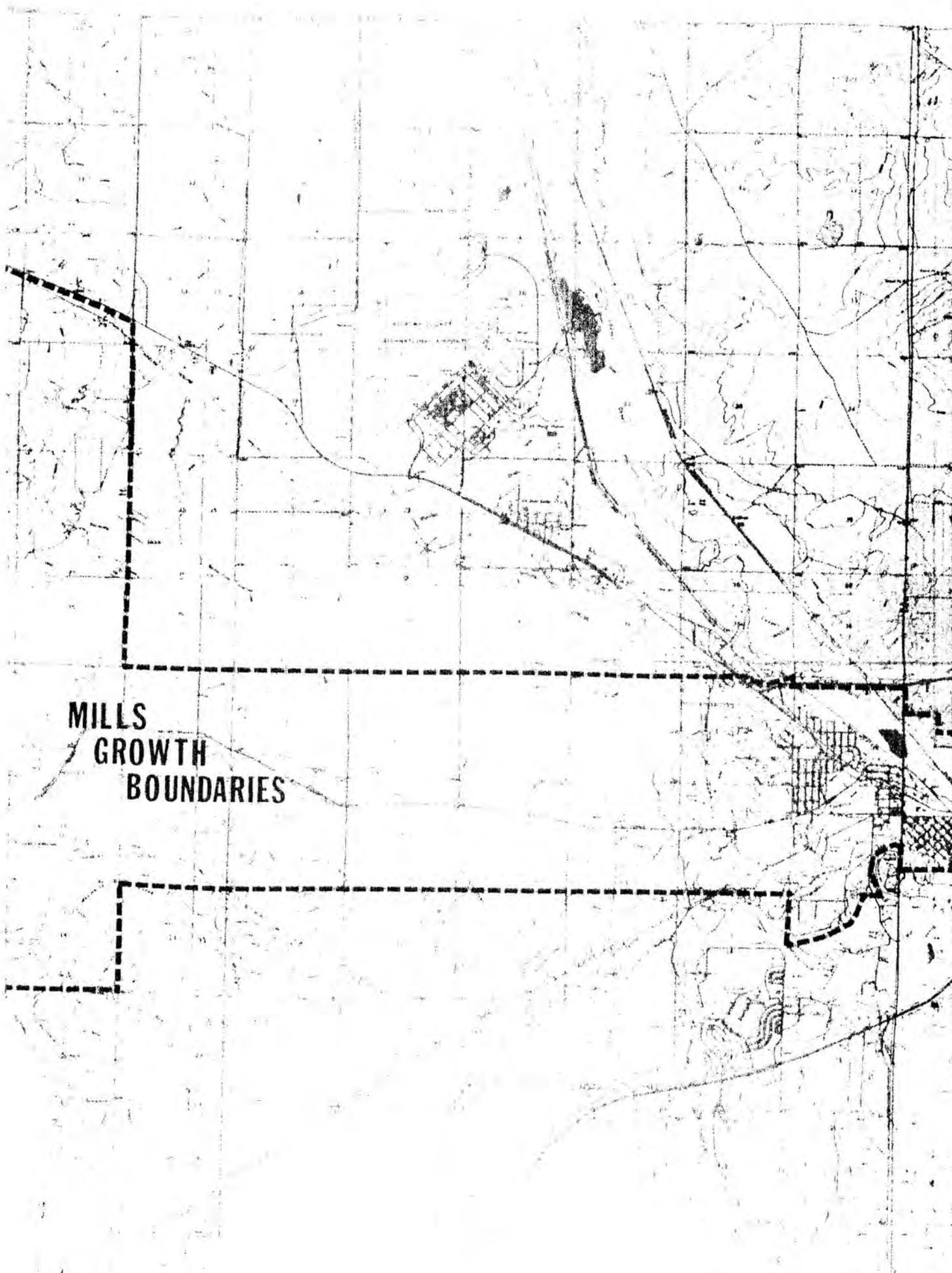
Witness my Hand and Official Seal.

Jakva Benardis
Notary Public

My Commission Expires
April 1, 1987

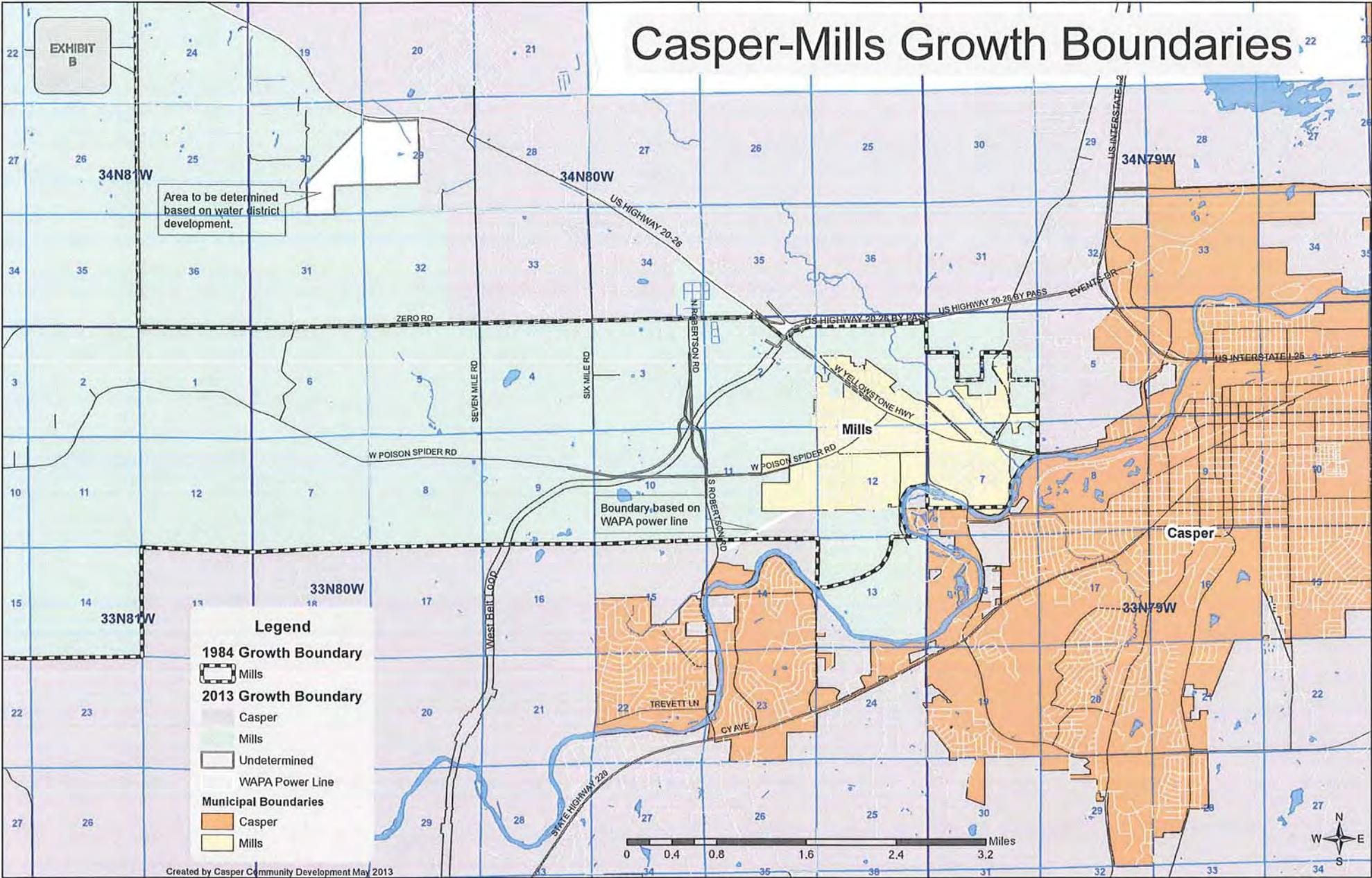






**MILLS
GROWTH
BOUNDARIES**

Casper-Mills Growth Boundaries



June 4, 2013

MEMO TO: John C. Patterson, City Manager
FROM: Chris Walsh, Chief of Police
SUBJECT: Development of a new PSCC/EOC

Recommendation:

Lease 6,500 square feet of the Nerd building located at 441 Landmark Drive and develop the space into a Public Safety Communication Center/Emergency Operations Center (PSCC)/(EOC) facility.

Summary:

Modern public safety communication centers are far more complex than ever before in the history of emergency dispatching. The technology and equipment required has significantly advanced, so have the demands placed on the dispatch personnel and the training needs to maintain their skill levels.

Currently, the PSCC operates inside a 20 by 21 foot room; approximately 420 square feet of space within the police department. Within that operational work space, between 3 and 6 dispatch personnel work 12 hour shifts. The space is very confined and was developed to meet basic needs over ten years ago.

Equipment in the center has reached its useful life and is prone to failure. Since March of 2012 there have been 27 work disruptions or failures concerning radio equipment. Some have been external environmental issues, but the majority has been due to equipment malfunctions. In 2012, there were 66 phone system failures. Equipment needs are being addressed in the form of purchasing a new phone system and modernizing items as the budget allows. However, the internal work space cannot be altered to address current needed space and future space requirements.

The development of a new PSCC center is necessary to meet modern demands and accommodate the needs of a growing city. In addition to a PSCC center, I propose developing an Emergency Operations Center. This will meet the demands of the city during major events, either man-made or natural. This center would also be made available to other entities in the county. Currently, if an EOC is needed, the city uses a conference room located in the Sheriff's Office. This location is currently the best option we have, but lacks modern capabilities and adequate work space. Casper has been the center of several large scale events in the recent past including flooding,

fires, and criminal actions. There is a real need for an advanced EOC to serve the city and other entities, allowing agencies to properly handle and coordinate large scale events. A joint PSCC/EOC would be a significant but wise investment. Two options present themselves for development and construction of a joint PSCC/EOC; a lease option, and land purchase build option. The lease option exists within the NERD building at 441 Landmark Drive. I would recommend if we decided on a purchase option that it also be on the eastern side of town east of Wyoming Boulevard. No site options have been identified at this point.

Preliminary plans were being developed for purchase and construction early this year. The opportunity at the Landmark Drive location recently presented itself and addresses all of our needs at a reduced cost and time. The Nerd building was designed and built as a large call center. It was developed to operate in the same fashion as a PSCC/EOC. It has built-in redundant power in the form of generators and battery backups, as well as the necessary fiber optic transmission lines we require. The location is ideal in many respects; it has more than adequate parking, work space and security measures already in place. There would be no issues concerning the law enforcement traffic or the installation of a radio tower, which is a major concern in many areas. By seizing the opportunity presented we would effectively cut 18 to 24 months off of having a usable center and at a lower cost. A long term lease makes economic sense. Owning a building has the potential advantage of building equity at the end of its useful lifespan, but it also carries with it ongoing maintenance, including everything from internal and external upgrades, to plowing snow and resurfacing parking lots. I would anticipate limited returns on selling this type of property at the end of its useful lifespan. It is important to consider the level of use a public safety building endures. A typical business building is an 8 to 5 operation. A public safety building is in operation for 24 hours a day. A reasonable assumption is that a public safety building has three times the use of a conventional business. Consider City Hall and the Police Department, both roughly the same age but the Police Department has had three times the wear and tear due to the 24 hour nature of its use. I draw a correlation to the old fire station 3. It had to be razed due the high cost of renovating it for sale. According to the fire department, the building actually cost the city \$150,000 for removal. This is common for old structures and I expect we could, at best, recover land value and no structure value. The lease option is a rare opportunity to establish a center that will meet our needs for years, and save money both initially and in the long term. Currently, the backbone systems are largely being installed at locations not central to the PSCC. This is to allow for flexibility in PSCC location and critical infrastructure security.

Building Specifications:

I would request a facility approximately 6,500 square feet; the space would be separated so part would be a PSCC and part would be an EOC. The facility would also have an office area to be used by law enforcement as a substation. The east side of town has a statistically higher need for

a police substation than the west side. Both the east and west sides of the city are experiencing growth, however the calls for service are significantly lower on the west side of town.

The PSCC/EOC size recommendation:

- EOC: 2,200 square feet
- PSCC: 2,000 square feet
- CPD substation: 1,000 square feet
- Kitchen area: 336 square feet
- Manager’s office: 180 square feet
- PR media room: 180 square feet
- Liaison room: 120 square feet
- Situation room: 240 square feet

Sweetwater County recently built a new joint dispatch center. The total square footage of the building is 5,375 square feet and the dispatch center is 1,786 square feet. The dispatch center in that county serves a population of 45,267. The Casper PSCC serves a population of 78,621.

Lease Option:

Pros	Cons
Very good value with tax payer funds	Limited customization
Additional space to occupy in extreme circumstances	Unknown construction tolerances (wind, etc.)
Near Fire Station #5	No terminal value
Rapid move in time	
On site logistical support, food, IT services, security, emergency power	
No maintenance other than our systems	

Build Option:

Pros	Cons
Unlimited customization	Expensive option
City owner ship	No additional emergency space
Can capture terminal value, if any	Unknown potential construction costs based on soils
Can build with specific tolerances (200mph wind)	Needed additional security
	Could take until 2017 to occupy

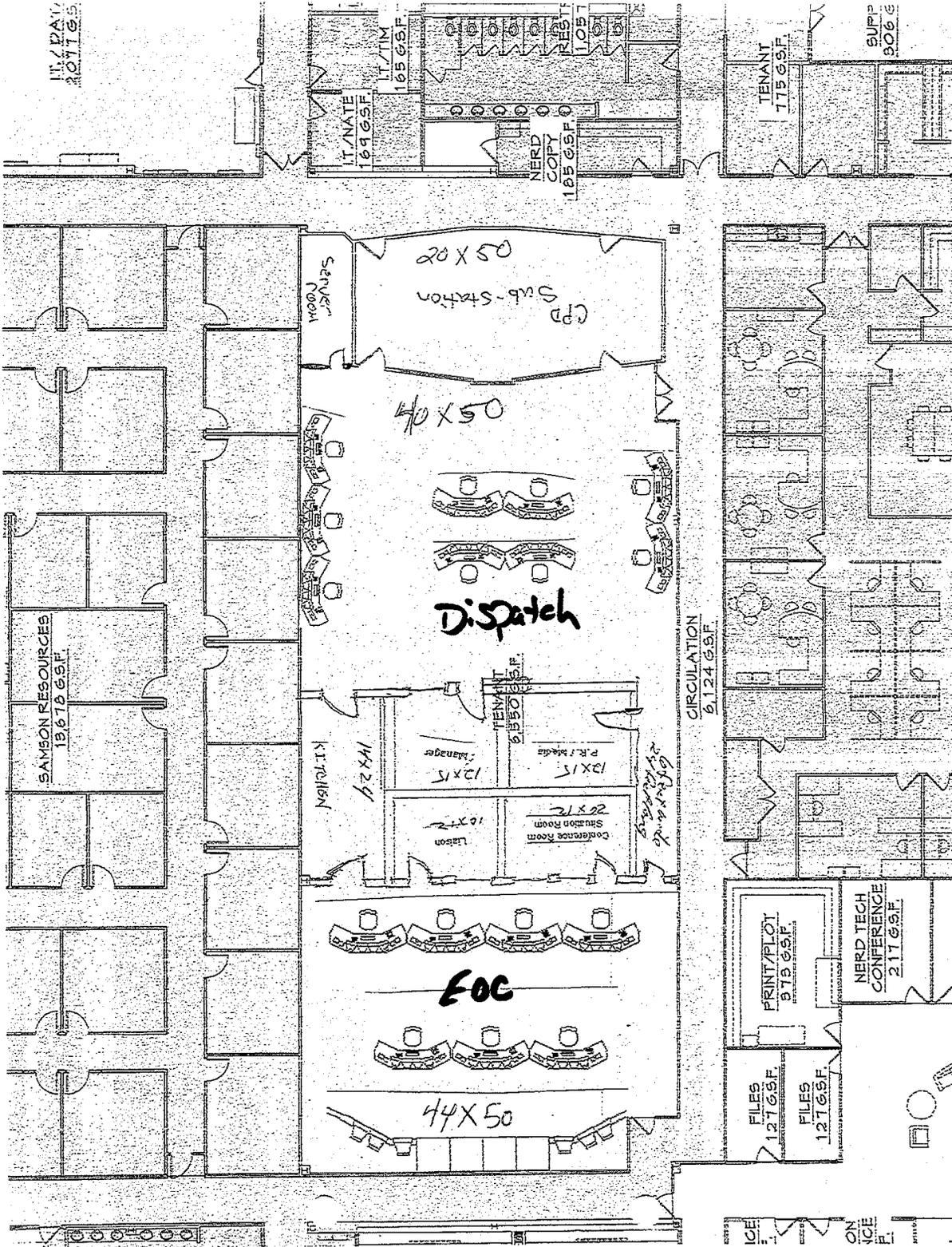
PSCC/EOC Total Cost Estimates:

Purchase	Brief description	Lease Option	New Construction
Construction costs	New construction	\$ 133,000.00	\$ 983,000.00
Lease rate, annual	NPV of Lease (25 yrs, 3.56% from WCLI,\$85,150/year)	\$ 1,394,306.00	\$ -
Land 2 acres	Based on realtor est.	\$ -	\$ 871,200.00
Generator	Based on Station 3 costs	\$ -	\$ 175,000.00
Surveillance cameras	External security	\$ -	\$ 30,000.00
UPS power supply	Battery critical system backup	\$ -	\$ 48,000.00
Parking lot		\$ -	\$ 175,000.00
Radio tower	Support antennas	\$ 135,000.00	\$ 135,000.00
Dispatch furniture		\$ 150,000.00	\$ 150,000.00
Dispatch consoles X10	This includes install	\$ 1,000,000.00	\$ 1,000,000.00
Cat 6 cabling	Computer cables	\$ 50,626.00	\$ 50,626.00
Dual fiber optics		\$ 80,000.00	\$ 150,000.00
Annual Maint. Costs	(25 yrs, 3.56% from WCLI, \$33,000/year)		\$ 825,000.00
EOC equipment	Technology equipment	\$ 547,000.00	\$ 547,000.00
EOC furnishing	Tables chairs etc.	\$ 172,000.00	\$ 175,206.00
	Estimate Totals	\$ 3,661,932.00	\$ 5,315,032.00

Initial Cash Demand	Out of pocket expenditures for Year 1	\$ 2,267,626.00	\$ 4,523,032.00
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Blue indicates equipment that would need to be purchased for both options.

Lease option initial design:



Nerd Building Floor Plan:





PUBLIC SAFETY COMMUNICATIONS CENTER (PSCC)

MAY 2013



Current PSCC

- Developed in the 1990's
- Housed within the Police Department
- Serves 26 entities
- All emergency services in the Natrona County
- Working space 420 square feet



- Equipment is being purchased to upgrade dated systems in the center. Current systems are prone to failure or service disrupting problems.
- Available space within the CPD will not allow for necessary workspace expansion.
- Early this year initial plans were being explored to build a new PSCC



Documented system problems

- 3-12 thru 5-13, 27 documented work disruptions or failures concerning radios
- In 2012, there has been 66 phone system failures



PSCC design specifications

- Size range of 6000 square feet
- Police sub-station space
- Office and kitchen space



- Emergency Operation Center (EOC)
- East side of Wyoming Boulevard

Today's PSCC



Next generation PSCC



Opportunity

- 441 Landmark Drive
- Lease
- Outstanding pre-existing infrastructure
- More than adequate space
- Ideal location



EOC

- Currently there is no City developed EOC
- Casper is the largest population base in the county
- Develop for handling large man-made or natural large scale incidents
- Recent large scale incidents
 - Sheep herder fire
 - Casper College
 - Super 8
 - River flooding



EOC

- Present day EOC, is located in the Sherriff's department
- Conference room
- Space constraints
- Technology constraints

Current EOC

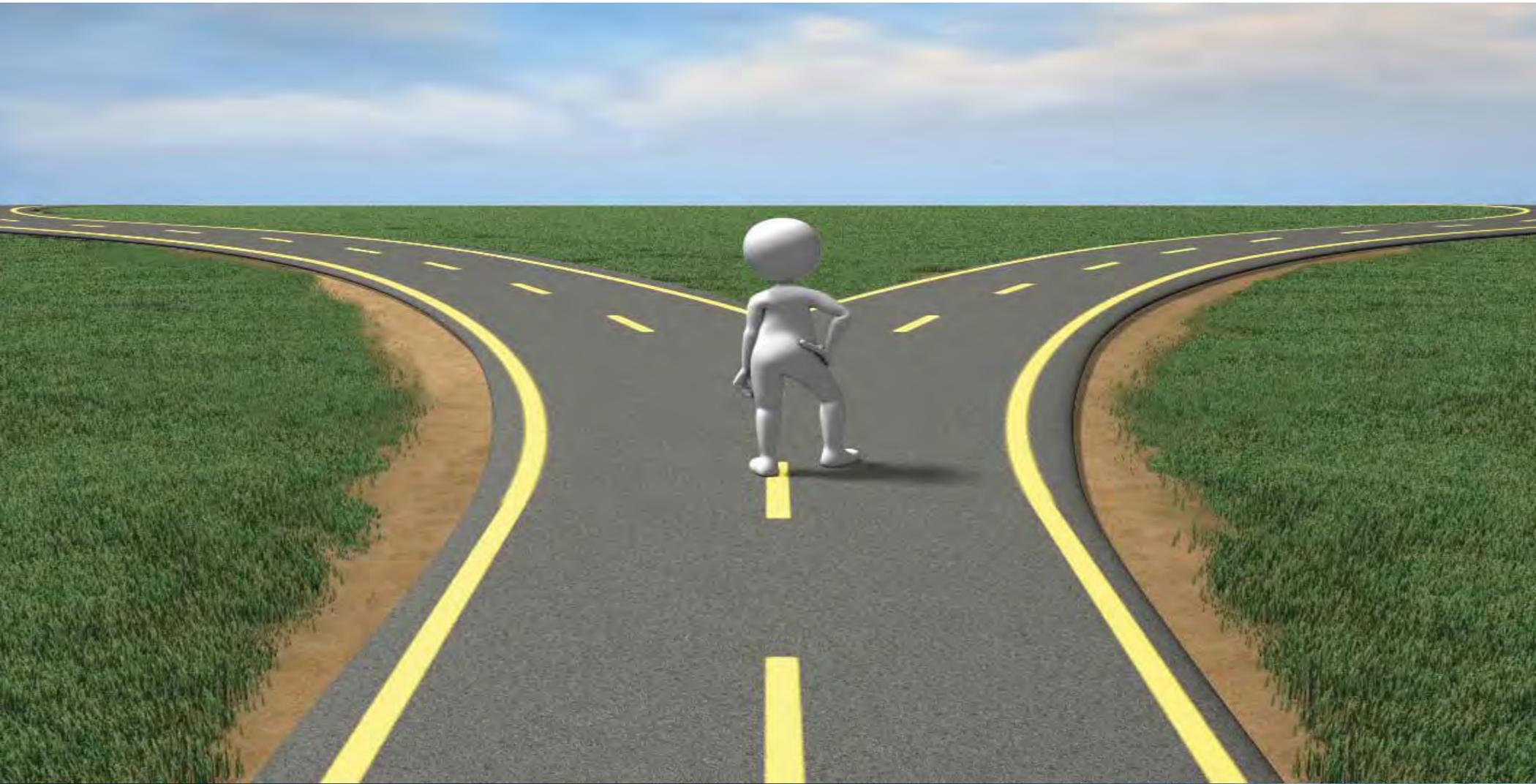
- Limited technology (power point projectors)
- Inadequate space
- Approximately 500 square feet



Proposed EOC

- 2200 square feet
- Provide for necessary working space
- Install modern technology
- Meet today's needs and future needs





Choices

Lease or Buy



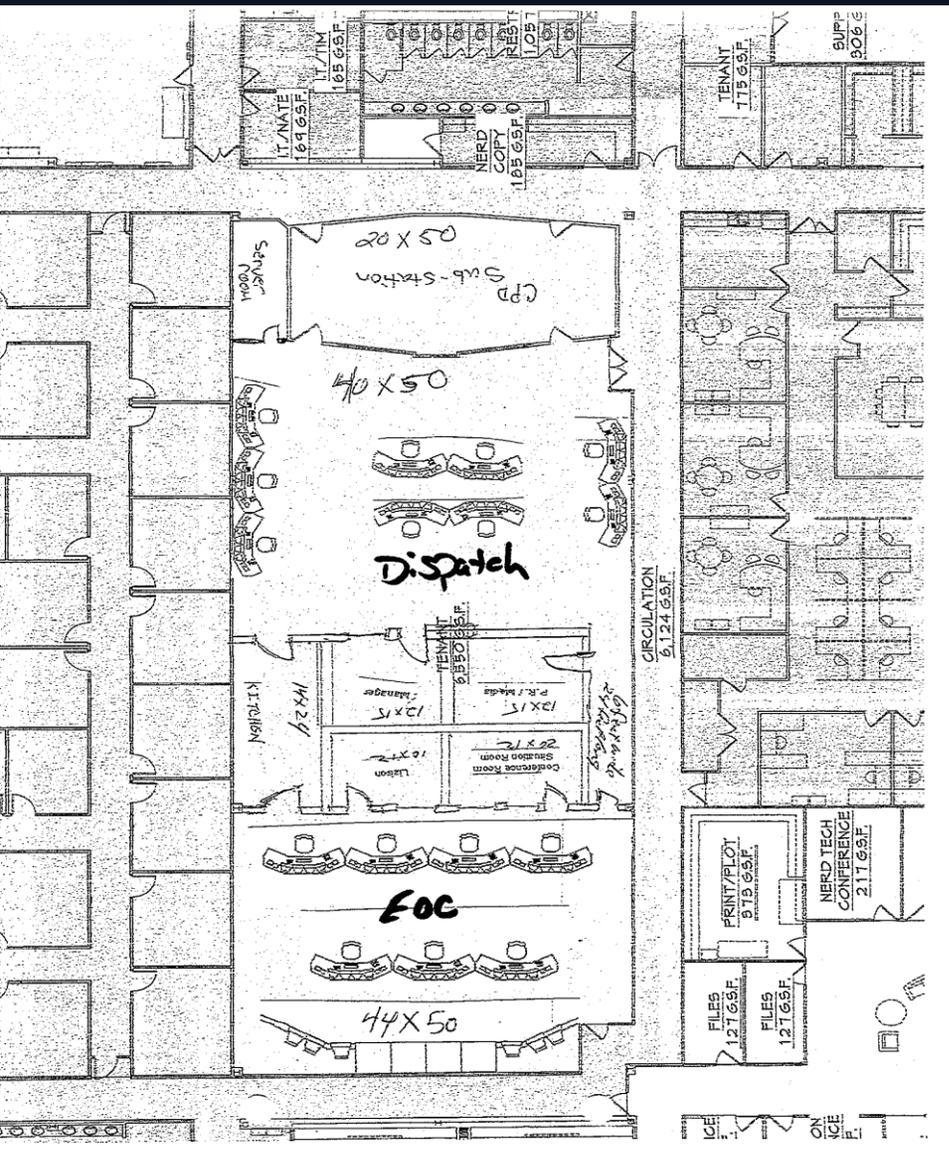
Purchase option

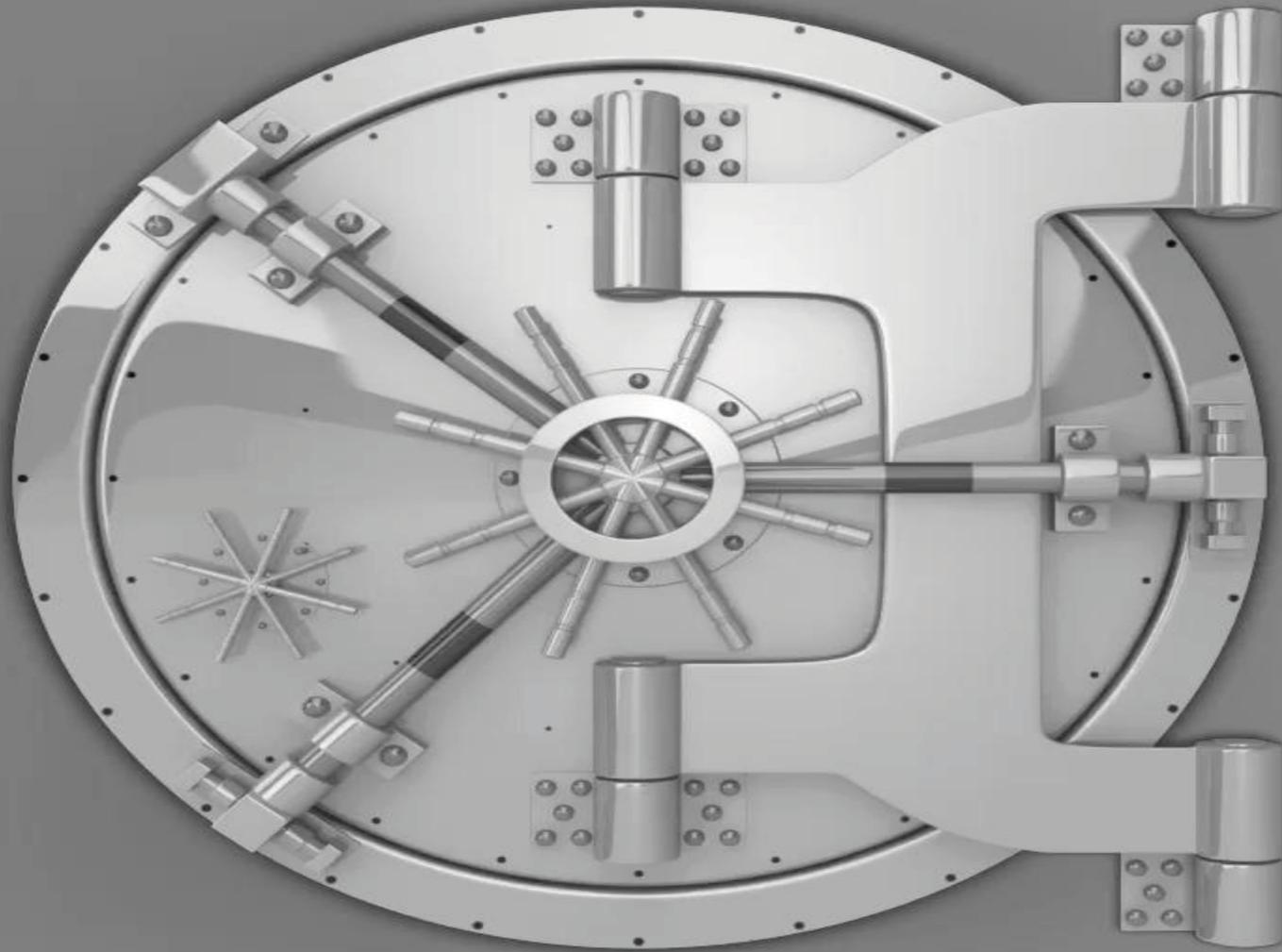
- **Acquire land**
- **Consideration for area impact**
 - **Large antennas**
 - **Police traffic all hours**
- **Construction**
- **Site security**
- **On-going up keep**
 - **Generators**
 - **Battery backups**
 - **Building and grounds support**
- **Possibility of building equity**
- **City owned and controlled**

Lease Option

- **Time saving**
- **Money saving**
- **Less support intensive**
- **Location is outstanding**
- **Space is ideal**
- **Operational back ups in place**
- **Not city owned**

Landmark layout





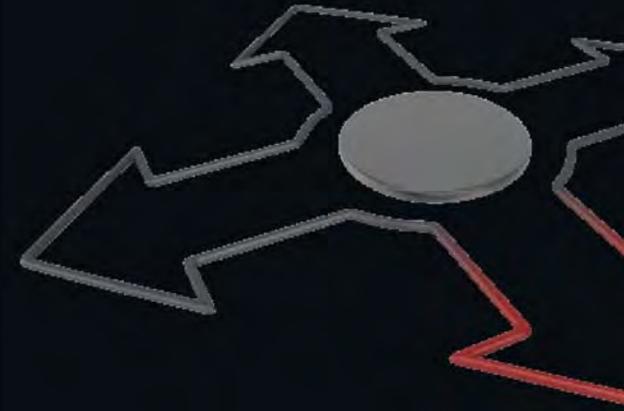
Financial impact

Comparison Estimates

	Brief description	Lease Option	New Const
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NPV, annual	NPV of Lease (25 yrs, 3.56% from WCLI, \$85,150/year)	\$ 1,394,306.00	\$ -
Based on realtor est.		\$ -	\$ 871,200.00
Based on Station 3 costs		\$ -	\$ 175,000.00
External security		\$ -	\$ 30,000.00
Battery critical system backup		\$ -	\$ 48,000.00
		\$ -	\$ 175,000.00
Support antennas		\$ 135,000.00	\$ 135,000.00
furniture		\$ 150,000.00	\$ 150,000.00
consoles X10	This includes install	\$ 1,000,000.00	\$ 1,000,000.00
Computer cables		\$ 50,626.00	\$ 50,626.00
Computer optics		\$ 80,000.00	\$ 150,000.00
Maint. Costs	(25 yrs, 3.56% from WCLI, \$33,000/year)		\$ 825,000.00
Technology equipment		\$ 547,000.00	\$ 547,000.00
Tables chairs etc.		\$ 172,000.00	\$ 175,200.00
	Estimate Totals	\$ 3,661,932.00	\$ 5,315,000.00
Cash Demand	Out of pocket expenditures for Year 1	\$ 2,267,626.00	\$ 4,523,000.00

Options

1. Do nothing, stay in place
2. Lease
 - Best financially
3. Purchase land and build
 - City owned



Option 1

- Dispatcher space confinement
- Limited EOC ability
- We will make it work
- Not desirable



Option 2

- Financially sound
- Ideal location
- Meets all space needs
- Less time delay



Option 3

- City owned
- Also city maintained
- 18 to 24 months out
- Location dynamics



