

WORK SESSION AGENDA



Casper City Council
City Hall, Council Meeting Room
Tuesday, May 28, 2019, 4:30 p.m.

Work Session Meeting Agenda		Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Council Meeting Follow-Up		5 min	4:30
2.	Small Trailer Parking	Move Forward for Approval	10 min	4:35
3.	Camping Ordinance	Move Forward for Approval	10 min	4:45
4.	Council Resolution Regarding Tow Fees	Direction Requested	15 min	4:55
5.	Reallocation of County-Wide Consensus	Direction Requested	20 min	5:10
6.	Agenda Setting		10 min	5:30
7.	Legislative Review		10 min	5:40
8.	Council Around the Table		10 min	5:50
Approximate End Time:				6:00

April 24, 2019

MEMO TO: Casper City Council
J. Carter Napier, City Manager *scn*

FROM: William R. Chambers, Deputy City Attorney *(w)*

SUBJECT: Parking Ordinance Revision

Meeting Type & Date

Work Session
May 28, 2019

Action Type

Direction Requested

Recommendation

That Council direct staff to prepare an Ordinance amending Chapter 10.36 of the Municipal Code to make small trailers subject to the same parking restrictions as other trailers and recreational vehicles.

Summary

Current Casper Municipal Code Section 10.36.030 A (5) exempts trailers under a certain size from the definition of recreational vehicles in the context of parking regulation. While large trailers and other RVs are currently subject to parking limitations, in part due to their impact on traffic and safe sight lines for drivers, it has been the experience of City staff that parking smaller trailers on City streets also poses a hazard to traffic, due to their small size and their resulting limited visibility to drivers.

Financial Consideration

None

Oversight/Responsibility

Craig Collins, City Planner
William R. Chambers, Deputy City Attorney

Attachments

Proposed Ordinance

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 10 OF THE
CASPER MUNICIPAL CODE PERTAINING TO PARKING**

WHEREAS, the parking of trailers of various sizes on the streets of the City of Casper is a detriment to the health, welfare, and safety of the public; and,

WHEREAS, the exemption of small trailers from the definition of recreational vehicles should be eliminated.

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That Chapter 10 of the Casper Municipal Code defining recreational vehicles for purposes of parking regulation is hereby amended as follows:

Chapter 10.36.030 A (5)

~~A boat or trailer of any type, that is over twenty feet long, measured from the tongue, or over four and a half feet high, including any load thereon.~~

This Ordinance shall become in full force and effect twenty-one (21) days after passage on third reading and publication.

PASSED on 1st reading the ____ day of ____, 2019

PASSED on 2nd reading the ____ day of ____, 2019

PASSED, APPROVED, AND ADOPTED on third and final reading the ____ day of _____, 2019

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Charles Powell
Mayor

April 24, 2019

MEMO TO: Casper City Council
J. Carter Napier, City Manager *JCN*

FROM: William R. Chambers, Deputy City Attorney *(WR)*

SUBJECT: Camping Ordinance Revision

Meeting Type & Date

Work Session
May 28, 2019

Action Type

Direction Requested

Recommendation

That Council direct staff to prepare an Ordinance amending Chapter 9.48 of the Municipal Code regarding camping in the City limits.

Summary

Current Casper Municipal Code Section 9.48.010 regarding camping in the City limits is very broad and non-specific. Camping in the City at inappropriate places and times creates issues with sanitation, inappropriate property usage, crowding and congestion, traffic, and quality of life. Camping in approved and regulated campgrounds, short overnight stays in parking lots of businesses that allow such stays, and “campouts” by residents in their own yards generally do not create health and safety problems. The proposed revisions address these concerns and exceptions in a more specific manner.

Financial Consideration

None

Oversight/Responsibility

William R. Chambers, Deputy City Attorney

Attachments

Proposed Resolution

ORDINANCE NO. ____

AN ORDINANCE AMENDING SECTION 9.48 OF THE CASPER
MUNICIPAL CODE REGARDING CAMPING IN THE CITY LIMITS

WHEREAS, camping in the City at inappropriate locations has a deleterious effect on the health, welfare, sanitation, and safety of the City; and,

WHEREAS, the current Ordinance regulating camping in the City is in need of clarification.

NOW THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF
THE CITY OF CASPER, WYOMING:

That Chapter 9.48.010 of the Casper Municipal Code is hereby amended to read as follows:

9.48.010 Camping Restricted

A) "Camping" means staying overnight or otherwise taking up residence for any length of time in an open space, tent, vehicle, or other temporary, mobile, or portable shelter.

B) It is unlawful to camp in the City, except at established, legally conforming campgrounds, except as enumerated below.

1) Upon private property with the permission of the owner. Said property may be used for camping no more than five (5) days per year, regardless of whether by the same or several different campers. A maximum of one (1) camping unit per five thousand (5000) square feet of lot may be permitted at one time. These limits shall not apply to residents engaged in what is commonly known as a "backyard sleepover" in a residential yard with the permission of the homeowner or occupant.

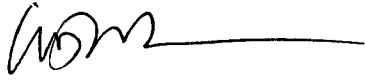
2) In parking lots of operational businesses where overnight parking is offered by the business as a free accommodation to customers on days that the business is open. This exception shall be limited to two (2) consecutive nights' maximum stay. Any parking lot utilized for this purpose shall be contiguous to the business and shall meet all City requirements for parking lots. The business shall allow anyone utilizing the parking lot for this purpose access to restroom facilities at times the business is open.

PASSED on 1st reading the ____ day of ____, 2019

PASSED on 2nd reading the ____ day of ____, 2019

PASSED, APPROVED, AND ADOPTED on third and final reading the ____ day
of ____, 2019

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to be 'WDM', written over a horizontal line.


ATTEST:

Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Charles Powell
Mayor

May 24, 2019

MEMO TO: Casper City Council
FROM: John Henley, City Attorney 
Cc: J. Carter Napier, City Manager
SUBJECT: Towing Fee Resolution

Meeting Type & Date

Work Session
May 28, 2019

Action Type:

Direction Requested

Request and Summary:

That Council determine the method of contracting with towing services. Towing services are required for abandoned vehicles, vehicle crashes, suspect apprehension and code enforcement actions. In the past, pursuant to Resolution 10-40 (attached), which adopted a Towing and Wrecker Services Policy dated February 16, 2010 (attached), the City contracted with a number of towing and wrecker services and then used those services on a rotation basis. At this point, most of the towing and wrecker service contracts have not been reviewed or lapsed; there are only two that we find are current, E & F Towing (which apparently submitted a bid for impound services in 2017) and All Around Towing, which entered into an agreement for wrecker services on June 15, 2017. Occasionally, other towing companies are requested on a rotation basis. Of additional concern, there have been some complaints of overcharging.

Council is requested to make the policy call whether to:

1. Do an RFP for all of the City's calls in an effort to get the lowest price without "add on" charges;
2. Do an RFP for 50% of the City's calls in an effort to get the lowest price without foreseeable "add on" charges (we would have two with the lowest charges on a rotation basis);
3. Have Council set by resolution the maximum fees chargeable for a called dispatched tow; if the company wants to be on the rotation, they cannot charge more or
4. Let the services be on rotation, without any oversight, except current required business and operator licenses and other basic requirements, such as maximum response time and minimum size/capacity of tow truck.

Financial Consideration

None

Oversight/Responsibility

Keith McPheeters, Chief of Police

John Henley, City Attorney

Attachments

Resolution 10-40

Towing and Wrecker Service Policy (2-16-10)

Resolution 17-158 referencing a bidding process for "impound wrecker services"

Metadata Thumbnails Annotations

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Entry Properties

Last modified 2/17/2010 10:15:13 AM

Creation date 2/17/2010 10:12:08 AM

Metadata

RESOLUTION NO. 10-40

A RESOLUTION ADOPTING THE **TOWING** AND WRECKER SERVICE POLICY DATED FEBRUARY 16, 2010, AND RESCINDING RESOLUTION NO. 03-68.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the **Towing** and Wrecker Service Policy dated February 16, 2010, is hereby adopted.

BE IT FURTHER RESOLVED: That fees for the administration of **towing** and wrecker service agreements shall be established as follows:

Application Fee	\$	25
Fingerprinting	\$	5 per individual

BE IT FURTHER RESOLVED: That Resolution No. 03-68 is hereby rescinded.

PASSED, APPROVED AND ADOPTED this 16th day of February, 2010.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation



TOWING AND WRECKER SERVICE POLICY

February 16, 2010

Policy

The Towing and Wrecker Service Policy, hereinafter referred to as "Policy," has been established to ensure certain standards are maintained, to protect the motoring public for whom the City dispatches wrecker services, and persons who meet those standards receive equal opportunity to provide vehicle towing and storage related services to meet the needs of the motoring public, and the user agencies of the Public Safety Communications Center, hereinafter referred to as "PSCC." Equal opportunity to provide such services will be managed by PSCC, through the PSCC Wrecker Service Rotation System, hereinafter referred to as the "Rotation System."

As a service to the motoring public, the City of Casper, hereinafter referred to as the "City," upon approval of the Chief of Police of the Casper Police Department, hereinafter referred to as the "Chief of Police," may enter into a Towing and Wrecker Service Agreement, hereinafter referred to as "Agreement" with the owner(s), and/or representative(s), and/or agent(s) of a towing and wrecker service company, hereinafter referred to as "Wrecker Service" for the purposes of providing the efficient and safe removal of vehicles from roadways, and public and private property throughout the county, when such removal is necessary for the participating user agencies of the PSCC.

Section 1. Application Requirements for Wrecker Service Companies.

- A. The Chief of Police and/or his designee shall review applications for additions to the Rotation System. The applications shall be reviewed within thirty (30) days of receipt by the Chief of Police and/or his designee. Said review shall include a written decision to either add the applicant to the Rotation System, or deny the applicant's request. Said decision will be based upon the ability of the applicant to meet the terms of this Policy. A copy of the decision shall be mailed to the applicant, and a copy shall be retained by the Casper Police Department.
- B. A Wrecker Service which has been approved by the Chief of Police to be on the Rotation System for wrecker related services must fully comply with all of the provisions of this Policy.
- C. This Agreement shall be valid for two (2) full calendar years from the date that the Agreement was entered into.
- D. It is the responsibility of the Wrecker Service to notify the Chief of Police, in writing, ninety (90) days prior to the expiration of the current Agreement, of their intent to renew or not renew their existing Agreement. Failure of the Wrecker Service to notify the Chief of Police ninety (90) days prior to the expiration date of the Agreement shall be cause for the removal from the Rotation System by the Chief of Police and/or his designee. A

Wrecker Service which has been removed from the Rotation System due to the notification requirement must re-apply to be on the Rotation System, be approved to provide such service by the Chief of Police, and enter into a new Agreement.

- E. Any Wrecker Service desiring to be on the PSCC Rotation System shall complete the requirements of the Policy and sign the Agreement. The Wrecker Service must be willing to demonstrate that their wrecker service meets all of the terms of the Policy prior to the Chief of Police and/or his designee approving the application for the Rotation System, and forwarding the Agreement to the City Manager for consideration and final approval.
- F. Approved Wrecker Service companies shall advise the Chief of Police and/or his designee within thirty (30) days, in writing, of any change(s) in the information required by this Policy. Change(s) must be approved by the Chief of Police and/or his designee.
- G. Any owner(s) and/or any other associate(s) of any Wrecker Service that provides services pursuant to this Policy, must provide a complete list of any other affiliated wrecker service company(ies) owned and/or operated by them, to the Chief of Police and/or his designee at the time of application. Immediate notification to the Chief of Police and/or his designee is required, should such affiliation occur during the term of an Agreement.
- H. Upon submitting an application, the Wrecker Service requesting approval to be on the Rotation System must provide documentation to the Chief of Police and/or his designee that anyone associated with the Wrecker Service who will be providing service under this Policy, is certified by the National Driver Certification Program and Towing Recovery Association of America, or Wreckmaster, or a similar industry-accepted program. The Wrecker Service must also provide documentation that anyone associated with the Wrecker Service who will provide any services pursuant to this Policy, meets all applicable Federal, State and local laws governing businesses of this nature. At any time after receiving approval, and during the term of the Agreement, any Wrecker Service approved to provide service through the Rotation System must be willing to immediately demonstrate, upon any request, that this Policy is being complied with.
- I. Wrecker service companies must submit any documents, on an annual basis, to the Chief of Police and/or his designee that are required by law to be renewed annually.

Section 2. Required Documents to be Submitted by the Wrecker Service.

- A. A copy of the current Wyoming Highway Patrol wrecker inspection report that lists the date of the inspection and description of any wrecker equipment to be used to provide service pursuant to the Agreement shall be provided. The report must indicate that such equipment was inspected and certified, and that the wrecker equipment passed inspection.

- B. Prior to approval of the application by the Chief of Police and/or his designee, the Wrecker Service must provide a current copy of the Wrecker Service's insurance policy or policies, indicating that the Wrecker Service is covered by liability insurance as set forth by State of Wyoming Statutes, and that the Wrecker Service also is covered by cargo and garage insurance with a minimum limit of \$500,000. Said policies shall provide that the Chief of Police or his designee shall be notified by the insurer at least thirty (30) days prior to any changes, cancellation, or termination of coverage.
- C. A copy of current Wyoming vehicle registration(s) for all wreckers that will be utilized to provide services pursuant to this Policy shall be required.
- D. Wrecker Service shall provide a copy of the fee and/or rate schedule for all services provided, pursuant to the Agreement, that will be charged and/or billed to any vehicle owner(s) and/or their insurance company(s).
- E. A copy of the completed towing and storage yard inspection report shall be submitted.
- F. Wrecker Service shall provide, to the Chief of Police and/or his designee, completed and signed "Authorization to Release Information Forms" specific to background investigations, that may be conducted by the Casper Police Department on any employee, agent, representative, owner(s), or anyone else associated with the Wrecker Service who may have access to vehicles and/or property towed and/or stored by a Wrecker Service pursuant to this Policy, for the purposes of criminal history reviews and/or background checks.
- G. Wrecker Service shall provide fingerprinting of any employee, agent, representative, owner(s), or anyone else associated with the Wrecker Service who will be providing services pursuant to the Agreement, for purposes related to criminal histories and/or a background investigation.
- H. Prior to an application receiving approval from the Chief of Police and/or his designee, the Wrecker Service must submit any required administration fees and/or reimbursement costs associated with conducting background investigations pursuant to this Policy.

Section 3. Sub-Leasing and Contracting Services.

Wrecker service companies are not permitted to sub-lease or contract out their services to any other Wrecker Service, for the purposes of providing service under the Agreement. Wrecker service companies are not permitted to contact and/or direct another Wrecker Service to handle a Rotation System service call pursuant to the Agreement.

Section 4. On Call Requirements.

- A. Wrecker service companies, as part of the Agreement, must agree to a 24/7 call out, and must furnish PSCC with one telephone number for purposes of notifying the Wrecker Service of Rotation System calls. The Wrecker Service must also provide the name, street and mailing address of the responsible person for the Wrecker Service.
- B. Each Wrecker Service, whether identified under one business name or multiple business names, will receive one call per owner. The call out of a Wrecker Service will be based on a one-call-per-owner Rotation System.
- C. No more than one telephone number per Wrecker Service shall be supplied to the PSCC for Rotation System notification.

Section 5. Service Fees and Maintaining Records.

- A. Before approval, a Wrecker Service must provide a detailed record outlining all charges applicable to services that may be provided pursuant to this Policy. The Chief of Police and/or his designee reserves the right to provide a copy of the fee and/or rate schedule to citizens who may be in need of a wrecker service company. Wrecker Service companies must provide, in writing to the Chief of Police and/or his designee, any revisions and/or change(s) to any fee and/or rate schedule thirty (30) days prior to implementing the change. The Wrecker Service, pursuant to the Agreement, shall not assess any surcharge, or assess any fees to PSCC or its user agencies for responding to PSCC requests. This includes any call(s) for service that may be cancelled by PSCC and/or any public safety employee, and/or the owner or person responsible for the vehicle to be towed. Once a Wrecker Service is summoned by PSCC to a call and has attached the towing apparatus of a wrecker to the vehicle, the Wrecker Service has the right to assess a fee, pursuant to the Agreement, to the owner of the vehicle.
- B. The Wrecker Service shall maintain complete records of all fees charged, assessed and collected for services performed, pursuant to the Agreement. The Wrecker Service shall correlate each bill and/or record associated with service calls, pursuant to the Agreement, with the PSCC case number assigned to the police record. The Wrecker Service shall produce for examination, upon any request of the Chief or Police and/or his designee, any record associated with a call for service under the Agreement. All records associated with calls for service pursuant to the Agreement must be maintained for a minimum period of two (2) years by the Wrecker Service. All charges for service calls performed pursuant to the Agreement shall be billed to the vehicle owner according to the fee and/or rate schedule submitted by the Wrecker Service to the Chief of Police and/or his designee, under the terms of the Agreement.

Section 6. Release of Property and Law Enforcement Vehicle Hold Orders.

- A. The Wrecker Service must release items of personal property to the lawful owner, when authorized by the participating agency requesting the tow, prior to receiving payment of any accrued charges. This subsection applies as directed by W.S. 31-13-112(c). For purposes of this Policy, the Wrecker Service shall not allow access to towed and/or stored vehicles under an authorized vehicle hold order, without first receiving permission from the public safety official responsible for the criminal case involving the towed and/or stored vehicle.
- B. It shall be the responsibility of the Wrecker Service to notify the registered owner of the towed and/or stored vehicle within 24 hours, once any towed and/or stored vehicle has been released from a vehicle hold order. The agency initiating the vehicle hold order, or any agency associated with the vehicle hold order or the PSCC, is not to be assessed any fees associated with the towed and/or stored vehicle, and/or the costs associated with storage, after the Wrecker Service has been notified that the vehicle hold order has been cancelled. For purposes of notification, a telephone call by the PSCC, or an agent of any public safety agency, notifying the Wrecker Service that a vehicle hold order no longer exists, and the notification call is documented through any source of media utilized by the PSCC, will serve as proof of notification.
- C. All Casper Police Department vehicle hold orders will be approved by the Chief of Police and/or his designee before a vehicle hold order request can be implemented by the Wrecker Service. The name of the individual approving the vehicle hold order must be written on the bill and/or record associated with the Wrecker Service call by the Wrecker Service.
- D. Wrecker Service companies shall notify the PSCC before any vehicle tow (private property, repossessions, etc.) occurs *without* the vehicle owner(s) knowledge.
- E. PSCC will maintain call records of all Wrecker Service Rotation System calls placed by the PSCC for a two (2) year minimum.

Section 7. Storage Areas and Evidence Protection.

- A. The Wrecker Service's storage area(s), for the purposes of storing towed vehicles pursuant to this Policy, shall successfully complete an inspection of its secured holding facility by a representative of the Casper Police Department. The storage area used to store all vehicles towed pursuant to this Policy, must be secured, at a minimum by a security type fence, and the fenced area must have adequate illumination. For the purpose of being called for the towing of vehicles needing to be stored for protecting evidence on or in a vehicle, the Wrecker Service must be willing to provide an indoor

storage area(s) to store two passenger sized vehicles long-term. The indoor storage area(s), while being utilized to store vehicles towed pursuant to this Policy, must be clean and accessible only to public safety officials, agent(s), representative(s) and/or operator(s) of the Wrecker Service who meet the guidelines of this Policy. Wrecker service companies who do not meet the evidence storing requirement when requested by the PSCC will not lose a call for service in the Rotation System.

- B. Vehicles stored indoors pursuant to an approved vehicle hold order must not be removed from the indoor secured area(s) without the Wrecker Service first receiving authorization to do so from the public safety official responsible for the criminal case involving the towed and stored vehicle.

Section 8. Environmental Requirements.

Wrecker service companies are responsible for clearing all debris at the scene of a service call. Any costs associated with clearing debris not removed from the scene and/or cleaned up by the Wrecker Service responsible for the service call shall be billed to the Wrecker Service by the agency responsible for the removal of the debris.

Section 9. Insurance Requirements.

Any Wrecker Service providing service pursuant to this Policy, shall maintain insurance that will cover any liability that may occur during towing or while in possession of any vehicle. Said insurance shall also cover towing, cargo and garage insurance. The Wrecker Service shall provide copies of the insurance policy(ies) to the Chief of Police and/or his designee. (See Section 2, paragraph B). Said policies shall provide that the Chief of Police or his designee shall be notified by the insurer at least thirty (30) days prior to any changes, cancellation, or termination of coverage. Additionally, the Wrecker Service must also immediately notify the Chief of Police and/or his designee should any insurance coverage(s) be changed, cancelled, terminated or denied. The insurance selected by the Wrecker Service must provide, at a minimum, coverage for property damage to the vehicle being towed while in tow, as well as coverage to any other property and/or person(s) that may suffer damage, injuries, and/or death due to an unintended release of any such vehicle and/or cargo attached to, or part of any vehicle while in tow. PSCC and/or any entities it serves is not liable for any matters pertaining to wrecker service companies, wrecker service companies' insurance carriers, wrecker service companies' insurance coverage limits or the lack of insurance, or wrecker service companies who may become non-insured. Wrecker service companies who become non-insurable, or wrecker service companies who do not meet the insurance requirements of this Policy, will not be eligible for Rotation System calls through the PSCC, and may be subject to provisions contained in Section 12 of this Policy.

Section 10. Rotation System.

- A. If the party needing the Wrecker Service requests a particular Wrecker Service, the requested Wrecker Service will be notified, if available. Citizen requests will not affect the Rotation System. A Wrecker Service need not be under an Agreement to be called by special request of a citizen.
- B. If the party needing the Wrecker Service has no preference, the next Wrecker Service on the Rotation System will be called. If the notified Wrecker Service is unavailable to respond, or is not able to arrive on scene within 20 minutes to a location within the City Limits of Casper, or arrive within a reasonable response time to a scene in Natrona County, the next Wrecker Service in the Rotation System will be called. Wrecker service companies must notify PSCC of an estimated time of arrival when the service call is requested by PSCC. The Wrecker Service must also advise PSCC when arrival to the scene will not be within the allowable time limits. The Wrecker Service shall abide by all Federal laws, State Statutes and/or ordinances when providing service pursuant to the Agreement.
- C. When a Wrecker Service acknowledges that their arrival time to a scene will be within the specified time frame, but fails to respond within the time specified by this Policy, the Wrecker Service will automatically lose a call for service in the Rotation System, if another Wrecker Service is called to respond to the initial call.
- D. Public safety officials reserve the right to request a particular Wrecker Service, whether or not the Wrecker Service is next on the Rotation System, or whether or not the Wrecker Service is under an Agreement, if a service call is of an immediate need and in the best interest of public safety. Public safety officials also reserve the right to request a particular Wrecker Service, if specialized equipment and/or services are needed, and it is determined that the specialized equipment and/or services are not owned and/or operated or provided by a Wrecker Service that is next in the Rotation System for a service call. The Rotation System will maintain a list of the class of wrecker equipment that has been approved pursuant to this Policy for each approved Wrecker Service. Wrecker vehicles pursuant to this Policy are classified as:
- Class A - carries a minimum gross vehicle weight (MGVW) of 7,500 lbs.
 - Class B - carries a minimum gross vehicle weight (MGVW) of 10,000 lbs.
 - Class C - carries a minimum gross vehicle weight (MGVW) of 20,000 lbs.
 - Class D - carries a minimum gross vehicle weight (MGVW) of 30,000 lbs.
- E. The abandoned vehicle towing service is a separate agreement between Natrona County and the Wrecker Service companies for the purpose of removing and/or towing abandoned vehicles. Rotation on the abandoned vehicle towing service list does not affect the PSCC Rotation System, and is not a service governed by this Policy.

- F. When attempting to contact a Wrecker Service and PSCC receives a busy signal, the PSCC dispatcher will attempt to place the call two (2) additional times during a period of no more than five (5) minutes before calling the next Wrecker Service on the Rotation System. No contact due to a repeated busy telephone signal or no answer will be considered a no-answer call or a turn-down call, and the Wrecker Service will lose the call for service in the Rotation System.
- G. Wrecker Service must confirm acceptance of the PSCC service call within five (5) minutes. Failure to do so will be considered a turn-down, and the Wrecker Service will lose their call for service in the Rotation System.
- H. A history of repeated turn-downs or no-answers may be considered a performance issue and may become a cause for sanctions outlined in Section 12 of this Policy being imposed by the Chief of Police.
- I. The PSCC staff and public safety personnel will not become involved in any acts of favoritism or preference directed toward any Wrecker Service company and/or its owner(s), agent(s), representative(s) and/or employee(s).

Section 11. Termination of Agreement.

Either party may terminate this Agreement at any time. In addition, the Chief of Police may recommend termination of this Agreement to the City Manager at any time.

Section 12. Sanctions.

- A. Whenever performance issues (complaints or breaches of an Agreement) are brought to the attention of the PSCC through citizens and/or any user agency of the PSCC, an investigation will be completed by the Casper Police Department. The Chief of Police and/or his designee shall have the authority to impose sanctions as outlined in this section.
- B. Sanctions, depending on the severity of sustained complaints, can range from a written warning to a recommendation for termination of the Agreement. Nothing in this Agreement precludes criminal prosecution and/or civil action for the violation of any law by a Wrecker Service.
- C. Repeated and/or serious violations by a Wrecker Service of an Agreement may result in complete removal from the Rotation System.
- D. A Wrecker Service that has been suspended from providing service through the PSCC Rotation System, may be reinstated by the Chief of Police and/or his designee after the suspension period, when the Wrecker Service requests reinstatement, in writing, to the Chief of Police, and agrees to abide by the terms of this Policy.

Section 13. Public Safety.

- A. A Wrecker Service must keep its equipment properly registered and insured pursuant to the law, and remain in compliance with this Policy.
- B. Wrecker service employee(s), agent(s), representative(s) and/or operator(s), who have been convicted of any felony within the last three (3) years shall not be allowed to provide service pursuant to this Policy.
- C. Wrecker Service must provide adequate traffic safety precautions. The participating agencies will assist with traffic control, whenever practical to do so, unless calls for service priorities dictate otherwise.

APPROVED AS TO FORM:

Walter Tremblay

RESOLUTION NO.17-158

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR IMPOUND WRECKER AND TOWING SERVICES

WHEREAS, the City of Casper Police Department desires professional impound wrecker services; and,

WHEREAS, per the City of Casper's bid process, E&F Towing Transport & Recovery located in Casper, Wyoming, submitted the lowest bid for impound wrecker services to the Casper Police Department and is, therefore, willing and able to provide such services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a contract with E&F Towing Transport & Recovery for professional impound wrecker services.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified payments throughout the term of this agreement in accordance with the Contract for Professional Services.

PASSED, APPROVED, AND ADOPTED on this 1st day of August, 2017.

APPROVED AS TO FORM:

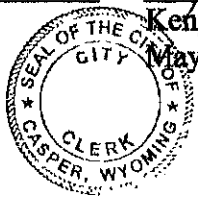
Walker Trumbull

CITY OF CASPER, WYOMING
A Municipal Corporation

ATTEST:

Tracey L. Belser
Tracey L. Belser
City Clerk

Kenyne Humphrey
Kenyne Humphrey
Mayor



May 22, 2019

MEMO TO: J. Carter Napier, City Manager *JCN*
FROM: Andrew Beamer, P.E., Public Services Director *AB*
SUBJECT: Reallocation of Unused County Wide Consensus Funds from the Midwest Avenue & Poplar Street Traffic Signal Project to the Midwest Avenue Reconstruction – Elm Street to Walnut Street, Project 18-072.

Meeting Type & Date
Council Work Session
May 28th, 2019

Action type
Council Consideration

Recommendation

That Council reallocate the unused County Wide Consensus funds from the Midwest Avenue & Poplar Street Traffic Signal Project to the Midwest Avenue Reconstruction – Elm Street to Walnut Street, Project 18-072.

Summary

The City of Casper received \$500,000 in County Wide Consensus Funds in fiscal year 2014 to install a traffic signal at the intersection of Midwest Avenue and Poplar Street. The project was completed in November of 2014 with a project savings of \$99,256.50.

The next phase of the Midwest Avenue Reconstruction project from Elm Street to Walnut Street is expected to cost just over \$3.7 million. Funding for the project has been secured with a grant from the State Loan and Investment Board in the amount of \$1,520,693, with the balance of funding being provided from capital fund reserves and from optional one cent #14 and #15 funds allocated to the project. Staff is recommending that the balance of funds from the traffic signal project be reallocated to the Midwest Avenue reconstruction project to offset the use of these funds. Consensus will need to be obtained from the communities of Natrona County to authorize the reallocation.

Financial Considerations

The reallocation of the unused County Wide Consensus funds from the Midwest Avenue & Poplar Street Traffic Signal Project to the Midwest Avenue Reconstruction – Elm Street to Walnut Street, Project 18-072, will reduce the funding obligation from Capital Fund Reserves and Optional One Cent #14 and #15 funds by \$99,256.20.

Oversight/Project Responsibility

Andrew Beamer, Public Services Director
Ethan Yonker, Associate Engineer

Attachments

None