



CITY OF GILLETTE

Administration
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5203
www.gillettewy.gov

MEMORANDUM

TO: Mayor and Members of the City Council

FROM: J. Carter Napier, City Administrator *JCN*

RE: General Information

DATE: February 12, 2016

The following meetings are scheduled for the week of **February 13-19:**

Monday, February 15th

President's Day-City Offices Closed

Tuesday, February 16th

6:00 p.m. City Council Pre-Meeting, Agenda Attached

- Indoor Shooting Range – Del Shelstad
- National High School Finals Rodeo Volunteers Discussion
- Council Goals
- Streamlined Council Agenda Review
- Review February 16th Agenda
- Executive Session
- City Hall – 3rd Floor Conference Room
- Dinner served at 5:30 p.m.

7:00 p.m. City Council Meeting

- City Hall Council Chambers

1. City Administrator Napier will be gone to the **WAM Winter Workshop February 17-19, 2016**. **Public Works Director Wilde** will be **Acting City Administrator**.
2. Attached please find a **License to Discharge Firearms**.
3. Attached please find a **memorandum** regarding **Alcohol Deliveries** dated **February 10, 2016** provided by **Police Chief Hloucal**.
4. Attached please find a **letter** from **Discount Liquors, LLC**, dated **January 13, 2015** regarding their **proposals** for receiving a **retail liquor license**.
5. Attached please find a **letter** from **Eischeid Investments, LLC**, dated **November 18, 2015** regarding requirements upon receiving a **retail liquor license**.
6. Attached please find **City Council Meeting Minutes** dated **December 1, 2015** regarding **contingencies** upon the renewal of a **retail liquor license** for **Eischeid Investments, LLC**.
7. Attached please find an **application** dated **February 10, 2016** for the **Board of Adjustment** partial term vacancy submitted by **Lee Wittler**.

8. Attached please find the **Mayor's Art Council Agenda** dated **February 10, 2016** and the **January 11, 2016 meeting minutes**.
9. Attached please find an **update** from **WAM** dated **February 10, 2016** on **local, state, and national issues**.
10. Attached please find an **invitation** from the **Campbell County League of Women Voters** for their **Community Conversation** on **February 18, 2016** beginning at **6:30 p.m.**
11. Attached please find **thank you cards** from the **Senior Center**.

JCN/adw



CITY OF GILLETTE

Administrative Services Department
City Clerk Division

Karlene Abelseth, City Clerk/Print Shop
P.O. Box 3003 • Gillette, Wyoming 82717-3003
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**Pre-Meeting – 6:00 p.m.
City Hall – 3rd Floor Conference Room
Tuesday, February 16, 2016
Dinner Served at 5:30 p.m.**

Pre-Meeting Topic(s):

- Indoor Shooting Range – Del Shelstad
- National High School Finals Rodeo Volunteers Discussion
- Council Goals
- Streamlined Council Agenda Review
- Review February 16th Agenda
- Executive Session



LICENSE TO DISCHARGE FIREARMS

City of Gillette

Pursuant to Gillette City Code §14-34, a license is hereby granted to _____ of _____ Gillette, WY 8271____ for purposes of allowing the discharge of firearms within the City of Gillette. Permission is granted solely for the discharge of firearms within the indoor shooting range established at 800 East Shoshone Ave., Gillette, Wyoming, and during regular business hours. In no event shall the discharge of firearms occur between the hours of 10:00 p.m. and 7:00 a.m., Monday through Sunday.

Permission is contingent upon compliance with all applicable zoning and building codes, and subject to such other terms and conditions which may be reasonably imposed on any such business under local, state, or federal laws.

_____, by and through the acceptance of this license allowing for the limited and specific discharge of firearms within the City of Gillette, understands that pursuant to Gillette City Code §14-34, permission and this license may be revoked at any time.

Dated this _____ day of _____, 2016.

J. Carter Napier, City Administrator
City of Gillette, Wyoming