



CITY OF GILLETTE

Administration
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MEMORANDUM

TO: Mayor and Members of the City Council
FROM: J. Carter Napier, City Administrator *KRN FOR JC NAPIER*
RE: General Information
DATE: May 19, 2017

The following meetings are scheduled for the week of **May 20 – May 26th**

Friday, May 19th

- 5:30 p.m. Rail Yard Restaurant Soft Opening**
- 113 S. Gillette Avenue

Tuesday, May 23rd

6:00 p.m. City Council Work Session, Agenda Attached

- Crestview Annexation *
- Liquor Law Follow-Up Discussion *
- Snow Debrief – Public Works Director Wilde
- Drive and Drop Debrief – Public Works Director Wilde
- 2nd Street from 4 Lanes to 3 Lanes (Brooks to 4-J) Discussion – Development Services Director Hamilton
- Amendment to Section 2-2(a) and (e) to Establish Management of the Assistant City Attorney Discussion
- Fire Department Fleet Discussion *
- Review June 6th Agenda
- Executive Session
- City Hall – 2nd Floor Community Room
- Dinner Served at 5:30 p.m.

Thursday, May 25th

- 5:30 p.m. Meet and Greet Dinner with Powder River Energy Corporation**
- Wyoming Rib and Chop House

1. Attached please find a **memorandum** regarding **Update – Proposed Revisions to Chapter 3 (Alcoholic Beverages)** dated **May 18, 2017** provided by **City Attorney Davidson**. *
2. Attached please find a **letter** regarding **Proposed Draft of Chapter 3 of Gillette City Code** dated **May 19, 2017** provided by **City Clerk Abelseth**. *
3. Attached please find a **memorandum** regarding **Community Wide Drive and Drop Totals - 2017** dated **May 15, 2017** provided by **Public Works Director Wilde**.
4. Attached please find **information** regarding the **Joint Powers Fire Board Vehicle Depreciation Account** as of **April 25, 2017** provided by **Campbell County Fire Department**.
5. Attached please find a **letter** regarding **Energy Capital Eclipse Festival** dated **May 11, 2017** provided by the **Campbell County Community Public Recreation District**.

6. Attached please find an e-mail regarding the **Campbell County Convention and Visitor's Bureau FY2017-18 Budget** provided by **Executive Director Mary Silvernell**.
7. Attached please find a flyer for **Kendall Glover's Retirement Party** on **Friday, June 2, 2017** at **3:00 p.m.** in the **City West Breakroom**.

* Item previously discussed by Council

JCN/adw

	<p style="text-align: right;">Work Session Tuesday, May 23, 2017 Meeting: 6:00 p.m. 2nd Floor Community Room</p>

Dinner served at **5:30 p.m.** in the 2nd Floor Community Room

Agenda Topics:

- Crestview Annexation*
- Liquor Law Follow-Up Discussion*
- Snow Debrief – Public Works Director Wilde
- Drive and Drop Debrief – Public Works Director Wilde
- 2nd Street from 4 Lanes to 3 Lanes (Brooks to 4-J) Discussion – Development Services Director Hamilton
- Amendment to Section 2-2(a) and (e) to Establish Management of the Assistant City Attorney Discussion
- Fire Department Fleet Discussion*
- Review June 6th Agenda
- Executive Session

* Item previously discussed by Council

Upcoming Work Session Topics:

May 30 – CANCELED

June 13 – SPECIAL MEETING

- **ACTION ITEM:** Budget Ordinance – 2nd Reading
- **ACTION ITEM:** Chapter 3 – Liquor Laws Ordinance – 2nd Reading
- 2nd Quarter Updates
 - Cam-Plex
 - Campbell County Fire Board
 - Energy Capital Economic Development
- Safety Discussion
- Madison Discussion and Operational Update*
- Cap Tax Update
- Review June 20th Agenda
- Executive Session

June 27 - CANCELED

July 11

- Police Staffing Report – Annexation
- Development Services Staffing Report – Annexation
- Public Works Staffing Report – Annexation
- Annexation Map Update
- Review July 18th Agenda
- Executive Session

July 25

- Review August 1st Agenda
- Executive Session

August 8

- Review August 15th Agenda
- Executive Session

August 29

- Review September 5th Agenda
- Executive Session

September 12

- Review September 19th Agenda
- Executive Session

September 26

- Review October 3rd Agenda
- Executive Session

Upcoming Council Pre-Meeting Topics

June 6

- High Friction Road Surface Treatment Follow-up*
- Power Generation Update
- McManamen Park Discussion
- Review June 6th Agenda
- Executive Session

June 20

- Lakeland Hills Drainage Issue
- E-Cite Demonstration
- Review June 20th Agenda
- Executive Session

July 5

- Review July 5th Agenda
- Executive Session

July 18

- Review July 18th Agenda
- Executive Session

August 1

- Review August 1st Agenda
- Executive Session

August 15

- Review August 15th Agenda
- Executive Session

September 5

- Review September 5th Agenda
- Executive Session

September 19

- Review September 19th Agenda
- Executive Session

Upcoming Activities

- **May 25** - Meet & Greet with Pre-Corp @ 5:30 p.m. – Wyoming Rib & Chop (Tentative)
- **May 31** – Celebration of Madison Project @ 3:30 p.m. – Donkey Creek Pump Station
- **May 31 thru June 2** – WAM Convention

New Agenda Items for June 6, 2017

1. Council Consideration of a Resolution to Amend Resolution No. 2356 Regarding the Methodology to Guide the Evaluation of Budget Requests from Outside Agencies and Social Service Agencies, and Establishing a Sunset Provision to the Same.

(New Business – Minute Action)

2. Council Consideration of a Resolution to Establish the Use of Funds Received from the State of Wyoming Through the Wyoming Lottery Program to be Allocated for Use in Funding Outside Agencies and Special Projects.

(New Business – Minute Action)

3. Council Consideration of a Professional Service Agreement for Construction Administration Associated with the Boxelder Road Enhancement – Emerson to Highway 59 (S Curve Area) Project with PCA Engineering, Inc., in the Amount of \$171,546.00 (1% Project).

(New Business – Minute Action)

4. An Ordinance Amending Section 2-2(a) and 2-2(e) of the Gillette City Code to Establish the Assistant City Attorney as an Employee of the City Attorney and to Establish Duties of the Same.

(New Business – Ordinance 1st Reading)

5. A Public Hearing to Consider the Sale of Used Property to the Campbell County Senior Center, Campbell County, Wyoming.

(Public Hearings and Considerations)

6. Council Consideration of a Resolution to Authorize the Sale of Used Property to the Campbell County Senior Center, Campbell County, Wyoming.

(Public Hearings and Considerations)

7. A Public Hearing to Consider the Transfer of Ownership of Restaurant Liquor License RST-04 from GWT, Inc., to Peak Mountain, Inc., d.b.a. Great Wall Restaurant, Located at 2007 S Douglas Hwy, Suite B.

(Public Hearings and Considerations)

8. Council Consideration for the Transfer of Ownership of Restaurant Liquor License RST-04 from GWT, Inc., to Peak Mountain, Inc., d.b.a. Great Wall Restaurant, Located at 2007 S Douglas Hwy, Suite B.

(Public Hearings and Considerations)

9. A Public Hearing to Consider the Gillette City Budget for FY2017-2018.

(Public Hearings and Considerations)

10. An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2017-2018.

(Public Hearings and Considerations)

11. A Public Hearing to take Comment on an Ordinance to Recodify and Generally Revise Chapter 3 of the Gillette City Code to Revise Licensing and Regulation of Alcoholic Beverages.

(Public Hearings and Considerations)

12. An Ordinance to Recodify and Generally Revise Chapter 3 of the Gillette City Code to Revise the Licensing and Regulation of Alcoholic Beverages.

(Public Hearings and Considerations)

13. A Public Hearing to Consider an Application for the Transfer of Ownership of Retail Liquor License RTL-19 from BGM Partners, LLC, to Walmart Stores, Inc., d.b.a. Wal-Mart Supercenter and Transfer of Location of said Retail Liquor License RTL-19 from 600 S Douglas Hwy to 2500 S Douglas Hwy.

(Public Hearings and Considerations)

14. Council Consideration for the Transfer of Ownership of Retail Liquor License RTL-19 from BGM Partners, LLC, to Walmart Stores, Inc., d.b.a. Wal-Mart Supercenter, and the Transfer of Location of said Retail Liquor License RTL-19 from 600 S Douglas Hwy to 2500 S Douglas Hwy.

(Public Hearings and Considerations)



CITY OF GILLETTE

City Attorney
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www.gillettewy.gov

MEMORANDUM

TO: Mayor Carter-King, Gillette City Council
Carter Napier, Gillette City Administrator

FROM: Patrick Davidson, City Attorney 

RE: Update – Proposed Revisions to Chapter 3 (Alcoholic Beverages)

DATE: May 18, 2017

On May 1, 2017 a letter was sent to each liquor license holder in the City regarding the proposed changes to Chapter 3 of the Gillette City Code. The letter provided a link to the City's website, where a preliminary draft of the proposed changes to Chapter 3 could be reviewed. Additionally, the letter provided notice of a May 12, 2017 meeting to take public comment regarding the proposed changes.

The May 12, 2017 meeting was held in Council Chambers. A brief power point presentation was given followed by a lengthy question and answer session. Of the 55 licensed establishments within the City of Gillette, there were 24 individuals in attendance, representing 16 establishments. Following this meeting, additional revisions were made to the draft.

Attached is the most recent draft which incorporates comments and suggestions from the Police Department, the City Clerk's Office, and other individuals within the City. A new letter is being sent to each liquor license holder in the City advising them of the proposed revisions, and providing a new link to the City's website. This is being done in anticipation of the next liquor law discussion (follow up) to be held on May 23rd during the Council's Work Session.

During the April 25, 2017 presentation to Council, two broad questions were presented with regard to the updates to the Chapter: (1) Should there be any revisions to the fee structure for liquor licenses issued by the City of Gillette, and (2) Should the Council place prohibitions on the use of a liquor license as collateral in light of the history of doing so with the City of Gillette. These two items are addressed in §3-15 and §3-17 in the attached draft and provide staff's recommendation for the proposed rates for licenses, and language regulating the pledging of a liquor license as collateral. It is anticipated that these issues may be addressed by the public during the May 23rd follow up Work Session.

CHAPTER THREE
ALCOHOLIC BEVERAGES
Revised: July 1, 2017

ARTICLE I: GENERAL CONDITIONS

- §3-1 Intoxication
- §3-2 Purchase, Possession and Consumption of Intoxicating Liquor by Minor, Penalties
- §3-3 Restrictions Upon Minors in Licensed Buildings, Operating Hours, Sale to Obviously Intoxicated Person and Incompetents, Server Training Requirements
- §3-4 Notice and Warning to Minors
- §3-5 Hours of Sale and Operation for Liquor Licenses
- §3-6 Endangering the Welfare of a Minor
- §3-7 Prohibited Acts Within a Licensed Building, Violation Cause for Suspension or Revocation of License or Permit
- §3-8 Right of Entry - Inspection
- §3-9 Duty to Maintain Order
- §3-10 Beer Keg Registration
- §3-11 Standards in Association with the Sale and Possession of Alcoholic Beverages

ARTICLE II: LIQUOR LICENSE APPLICATION, REVOCATION and RENEWAL

- §3-12 Adoption of State Alcohol Beverage Laws
- §3-13 Authority to Issue Licenses and Permits
- §3-14 Application Process
- §3-15 Fees for Application, Transfer, and Renewal
- §3-16 Prohibitions on Certain Persons from Holding a Liquor License
- §3-17 Pledging or Hypothecating a Retail Liquor License as Collateral
- §3-18 Conditions on Granting of Application or Renewal

- §3-19 Holding a License or Permit without Operation or Sales
- §3-20 Plan of Operation
- §3-21 Revocation of Liquor License

ARTICLE III: ADMINISTRATIVE FEES

- §3-22 Administrative Fee
- §3-23 Liquor License Revocation for Failure to Pay Administrative Fees

ARTICLE IV: TYPES OF LICENSES, REGULATIONS, SPECIAL CONDITIONS

- §3-24 Special Conditions for the Operation of Certain Types of Liquor Licenses within the Jurisdictional Boundaries of the City of Gillette
- §3-25 Waiver of Certain General and Special Conditions for Private Events.
- §3-26 Retail License
- §3-27 Limited Retail (Club) License
- §3-28 Bar and Grill License
- §3-29 Restaurant Liquor License
- §3-30 Resort Liquor License
- §3-31 Special Malt Beverage License
- §3-32 Microbrewery Permit
- §3-33 Winery Permit
- §3-34 Satellite Manufacturer/Brewery Permit
- §3-35 Satellite Winery Permit
- §3-36 Catering, Malt Beverage and Open Container Permits

EDITOR'S NOTE: Chapter 3 has been re-written by Ordinance _____, approved on _____, 2017. Subsequent changes will be identified by the amending ordinance and the date of its approval.

ARTICLE I: GENERAL CONDITIONS

§3-1 Intoxication.

If any person shall be drunk or under the influence of any intoxicating liquor, malt beverage or controlled substance, as defined by Wyoming State Statutes, in any public street, thoroughfare, or place; or within view of any public street, thoroughfare or place; or in any vehicle or place within the city to such an extent that his drunkenness or intoxication is manifest by boisterous or by profane, vulgar language, or loud and violent discourse, or indecent conditions or actions which render that person incapable of caring for him or herself so as to create a nuisance or hazard, he or she shall be guilty of a misdemeanor.

§3-2 Purchase, Possession and Consumption, of Intoxicating Liquor by Minor, Penalties.

It shall be unlawful for any person under the age of twenty-one (21) years to buy, sell, possess, consume, solicit the sale or purchase of intoxicating liquor or be under the influence of an intoxicating liquor in the City.

§3-3 Restrictions upon Minors in Licensed Building, Operating Hours, Sale to Obviously Intoxicated Persons and Incompetents, Server Training Requirements.

(a) It shall be unlawful for any person under the age of twenty-one (21) years to enter, attempt to enter, or to be in or about any licensed building or rooms in any establishment operating by virtue of a liquor license issued by the City unless otherwise specifically authorized as may be further set forth under Article IV of this Chapter of the Gillette City Code.

(b) Every liquor Licensee or his servant or employee who sells, gives or delivers alcoholic liquor or malt beverages to any obviously intoxicated person or any incompetent person or person under the age of 21 years, or who permits any person under the age of twenty-one (21) years to enter or remain in the licensed room, rooms, or licensed building where intoxicating or malt beverages are dispensed, is guilty of a misdemeanor which is a violation of a Category 1 Standard.

(c) A person who is at least nineteen (19) years of age and is either the holder of a liquor license or a shareholder in a corporation which is the holder of a liquor license, may enter, remain within the licensed building and may dispense or serve alcoholic beverages and otherwise work within the licensed building operated by virtue of that license.

(d) All persons employed at any business operating with a liquor license issued by the City of Gillette who are engaged in the selling or serving of alcoholic beverages or the managing thereof, hereinafter Alcohol Server Staff, shall successfully complete an alcohol server training program as approved by WYO. STAT. § 12-2-402, within sixty (60) days of the start of their employment. All Alcohol Server Staff shall complete any additional or further training to maintain their server training certification. Every License holder shall maintain a server training record for all Alcohol Server Staff, including their date of hire, and proof that each of them has successfully completed

the alcohol server training required by this Section, and any additional or further training to maintain their server training certification. The City shall furnish an appropriate server training record log to maintain the records required in this section. In addition, every License holder shall keep their server training records available for review and copying by the Gillette Police Department, at any time when the premises is open for business, to insure compliance with the server training requirements of this Section.

§3-4 Notice and Warning to Minors.

(a) Every Licensee, other than those operating under a license for a restaurant, bar and grill or package store, shall display at all times in a prominent place at each public entrance a printed card with a minimum height of 11 inches and a width of 17 inches, with each letter to be a minimum of one-fourth inch in height, which shall read as follows:

WARNING TO PERSONS UNDER 21

YOU ARE SUBJECT TO A FINE
OF UP TO \$750

IF YOU ARE UNDER 21 AND YOU
ATTEMPT TO PURCHASE, PURCHASE, CONSUME, OR HAVE IN
YOUR POSSESSION ALCOHOLIC LIQUOR OR MALT BEVERAGE

OR

ENTER OR ATTEMPT TO ENTER A LIQUOR ESTABLISHMENT

WARNING TO ADULTS

YOU ARE SUBJECT TO A FINE
OF UP TO \$750

IF YOU PURCHASE OR PROVIDE ALCOHOL OR MALT BEVERAGE
FOR A PERSON UNDER 21

(b) Every Licensee operating under a license for a restaurant, bar and grill or a package store shall display at all times in a prominent place at each public entrance a printed card with a minimum height of 11 inches and a width of 17 inches, with each letter to be a minimum of one-fourth inch in height, which shall read as follows:

WARNING TO PERSONS UNDER 21

YOU ARE SUBJECT TO A FINE
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IF YOU ARE UNDER 21 AND YOU
ATTEMPT TO PURCHASE, PURCHASE, CONSUME, OR HAVE IN
YOUR POSSESSION ALCOHOLIC LIQUOR OR MALT BEVERAGE

WARNING TO ADULTS

YOU ARE SUBJECT TO A FINE
OF UP TO \$750
IF YOU PURCHASE OR PROVIDE ALCOHOL OR MALT BEVERAGE
FOR A PERSON UNDER 21

§3-5 Hours of Sale and Operation for Liquor Licenses.

All Licensees may open the Licensed Building at 6:00 a.m. and shall close the Licensed Building and cease the sale of both alcoholic and malt beverages promptly at the hour of 2:00 a.m. the following day, and shall clear the Licensed Building, and any other area in which dispensing alcoholic and malt beverages is authorized, of all persons other than employees by 2:30 a.m.

§3-6 Endangering The Welfare of a Minor.

(a) A person, who is not the parent or guardian of the minor, commits the offense of endangering the welfare of a minor if the person knowingly allows or permits a person under the age of twenty-one (21) years of age to:

- (1) Enter or remain in a place under the person's control in which unlawful activities involving controlled substances or alcohol are maintained or conducted; or
- (2) consume alcohol or controlled substances in violation of the law in a place under the person's control.

(b) A person is "in control" of a place or property when that person is the owner, renter, tenant, keeper, caretaker or has control over the persons allowed on the premises.

(c) Any person found guilty of this offense may be punished by a fine up to seven hundred fifty dollars (\$750.00), and six months in jail, or both.

§3-7 Prohibited Acts within a Licensed Building, Violation Cause for Suspension or Revocation of License or Permit.

(a) No Licensee or agent or employee thereof shall knowingly permit prostitution (WYO. STAT. §6-4-101), public indecency (WYO. STAT. §6-4-201), or gambling (WYO. STAT. §6-7-102), or shall promote obscenity (WYO. STAT. §6-4-302), within any building or premises licensed under this Chapter.

(b) Any Licensee or agent or employee thereof violating subsection (a) of this section, or aiding, abetting or inciting any violation thereof, is in addition to other penalties provided by law, sufficient cause for the suspension or revocation of a license or permit.

§3-8 Right of Entry – Inspection.

In addition to all other rights of inspection which the City may now or hereafter possess, the Chief of Police or the designees of the Chief of Police may enter and inspect every place of business which sells alcoholic liquor or malt beverages. Entry for purposes of inspection pursuant to this Section is authorized only during open business hours unless it is in the presence of the Licensee or his agent, employee or representative.

The purpose of the inspection authorized by this Section shall be to ascertain if the business to be inspected and its operation is in compliance with Gillette City Ordinances and Wyoming State Statutes or other laws applicable to businesses selling, storing, or keeping malt or alcoholic beverages under license issued by the City. A refusal to permit entry or inspection pursuant to this Section will result in a hearing before the City Council and may result in the revocation of the liquor license.

§3-9 Duty to Maintain Order.

The Chief of Police or his designee may order any establishment operating with a City liquor license closed until the following 6 A.M., or may revoke any catering, malt beverage or open container permit, issued pursuant to Section 3-35 of the Gillette City Code when the Licensee, permittee, or person in charge fails to follow the Operation Plan as outlined in the permit application and/or maintain peace and order which creates an emergency and immediate threat to the bodily security, property, or peaceful repose of any member of the general public.

§3-10 Beer Keg Registration.

A. As used in this Chapter, "keg" means any brewery sealed, individual container of beer having a liquid capacity of seven and one-half (7 ½) gallons or more, and includes a "party ball" which is a brewery-sealed container of beer having a liquid capacity of five and one-sixth (5 1/6) gallons.

B. Any retail liquor establishment selling beer by the keg within the City shall affix to the keg at the time of sale a permanent identification stamp or mark of a type approved by the Gillette Police Department.

C. Any retail liquor establishment selling beer by the keg within the City shall at the time of sale require a valid photographic identification of the purchaser and completion of a written identification form as approved by the Gillette Police Department, with information containing the purchaser's name, address, date of birth, driver's license number, identification number of the keg sold, and date of sale and location where the keg will be physically located when the alcohol is dispensed, along with an alternate location if inclement weather would affect the primary location. Purchasers will also be required to sign a written statement on a form provided by the Gillette Police Department indicating that the purchaser is aware that it is unlawful for any person to

purchase a keg containing beer and thereafter to allow consumption of an alcoholic beverage by minors unless consumption is authorized and allowed pursuant to other laws of the State of Wyoming. The records shall be maintained for six (6) months from the date of sale and shall be open to inspection by the Gillette Police Department during normal business hours.

D. The owner of any retail liquor establishment selling beer by the keg within the City, the owner's employee or the owner's agent who fails to affix to a keg the approved identification stamp or mark required above or fails to obtain the required identification and complete and maintain the forms is guilty of a misdemeanor.

E. Any owner or operator of a retail liquor establishment selling beer by the keg who fails to ensure that the owner's employees properly comply with subsections B and C above is guilty of a misdemeanor.

F. It is unlawful for any person who has purchased beer by the keg within the City to remove or alter the identification stamp or mark required in Section 3-10 above. It is not a violation of this Chapter if the person removing the identification stamp or mark is an employee of an owner or operator of a retail or wholesale alcoholic beverage establishment who removes the stamp or mark after the return of the keg to the retail establishment.

G. It is unlawful for the purchaser of a keg to allow anyone to remove or alter the permanent identification stamp or mark from the keg before its return to the retail liquor establishment that sold the keg.

H. Any owner or operator of any retail liquor establishment or any employee thereof who receives a returned keg shall inspect the returned keg. If the identification stamp or mark has been removed, altered or tampered with, the owner or operator shall immediately notify the Gillette Police Department of that fact. It is unlawful for any owner, operator or employee to fail to notify the Police Department as required herein.

I. It is unlawful for any person (except an alcohol beverage wholesaler or retailer in the usual course of business) to be in possession of a keg of alcoholic beverage purchased within the city if that keg does not contain the appropriate permanent identification stamp or mark as required by Section 3-10 above.

J. Any person convicted of violating any provision of Section 3-10 of the Gillette City Code, shall be fined seven hundred fifty dollars (\$750.00).

§3-11 Standards in Association with the Sale and Possession of Alcoholic Beverages.

(a) Public policy.

The public policy of the City of Gillette requires that the use of alcoholic beverages be controlled in order to reduce associated problems affecting the welfare of the community and public safety. The following standards will be employed by the Gillette City Council to decide whether it is in the public interest to suspend or revoke a liquor license or permit, or to request the

District Court revoke or suspend the liquor license of an establishment which is a danger to the public welfare. Any person, including a liquor Licensee and/or his employee, who violates any portion of Section 3-10 of the Gillette City Code, including the Standards listed in this Section, shall be guilty of a misdemeanor, punishable by a fine of not more than seven hundred fifty dollars (\$750.00). The performance record of a licensed establishment and its compliance with these standards will be considered in proceedings to renew liquor licenses as well as to request that one be revoked or suspended.

(b) Standards.

All establishments, by and through their agents, operating by virtue of a liquor license, shall meet the following Category 1 and Category 2 Standards:

(1) CATEGORY 1 STANDARDS.

(A) Refuse to serve any patron who is obviously intoxicated, or is endangering people or property in the licensed establishment.

(B) Order any patron to leave and depart who is endangering people or property in the licensed establishment and immediately notify the Gillette Police Department of the incident.

(C) Notify the Gillette Police Department by telephone immediately when an assault, aggravated assault or assault and battery occurs on or in the establishment's property.

(D) Report all physical fights to the Gillette Police Department immediately and cooperate fully in the Police investigation of the incident.

(E) Refuse to sell, give, or deliver alcoholic liquor or malt beverage to any person under the age of twenty-one (21) years.

(F) Refuse admittance to any person under the age of twenty-one (21) years except as allowed by the Gillette City Code, any bar or package liquor store that dispenses alcoholic or malt beverages.

(G) Prohibit any person from illegally using or distributing controlled substances as defined in WYO. STAT. §35-7-1001 to 1059 on the licensed premises.

(H) Prohibit other criminal activity on the licensed premises as established by local, state or federal law.

(I) Clearly post occupancy limits and limit access so as not to exceed the occupancy limit as established by the International Fire Code as adopted by Section 5-5 of the Gillette City Code, and any amendments or updates thereto.

(J) A Licensee has a duty to maintain peace and order in and around the licensed premises including any adjacent parking lots owned by the Licensee or under his control.

(K) No retail liquor Licensee shall deliver or cause to be delivered any alcoholic or malt beverage to any person whatsoever, except at the licensed premises.

(L) No person shall engage in the business of making deliveries of alcoholic or malt beverages from the place of any retail Licensee in the City.

(2) CATEGORY 2 STANDARDS.

(A) Immediately notify the Gillette Police Department of any attempts by a person under the age of twenty-one (21) years to acquire alcoholic liquor or malt beverages in violation of this ordinance.

(B) Immediately notify the Gillette Police Department of any attempts by any person under the age of twenty-one (21) years to enter any bar or package liquor store that dispenses alcoholic or malt beverages.

(C) Prohibit any person from leaving the licensed establishment with an open container of alcoholic liquor or malt beverage in violation of the Gillette City Code.

(D) Gambling will be authorized pursuant to Section WYO. STAT. §§ 6-7-101, *et seq.* The Licensee shall prohibit public indecency as defined in WYO. STAT. § 6-4-201.

(E) Post in a prominent location, a conspicuous notice to the public required in the Gillette City Code.

(F) Comply with the training and records maintenance requirements of the Gillette City Code.

(c) Public Responsibility.

(1) No person shall consume or carry in open containers alcoholic liquor or malt beverages, inside or outside of any motor vehicles on any street or highway, except within a commercial limousine as described in Section 3-12(d), or in any restaurant, hotel dining room or any other public place whatsoever within the City, except places where the sale or service of alcoholic liquor or malt beverages is authorized by the Wyoming State Law, City Ordinance, or as permitted by a catering, malt beverage or open container permit, issued pursuant to Section 3-35 of the Gillette City Code.

(2) It is unlawful to remain in an establishment operated under a liquor license after a request to leave is made by an agent, employee, or owner of the establishment.

(d) Limousine.

Alcoholic liquor or malt beverages may be consumed by adult passengers within commercial limousines. A limousine is a passenger car pursuant to WYO. STAT. §31-1-101, with a closed passenger compartment seating three or more passengers which is separated from the driver's seat with a partition which may be of glass. No fee may be charged for any alcoholic liquor or malt beverage consumed in the limousine.

(e) Bottle Clubs.

(1) "Bottle Club" is an operation or enterprise whereby space is given or rented to any person or persons upon the premises of such operation or enterprise for the keeping or storage of alcoholic or malt beverages for consumption upon such premises or in other rooms nearby, used for consumption by the owner of the beverages or guests, the income, profits or fees of the operator of the bottle club being secured from sales or furnishing mixes, ice, food or glasses or from dues, charges, contributions, membership cards or assessments including charges for the rental of storage space for the alcoholic or malt beverages.

(2) It is unlawful to operate a bottle club in the city, and any person who operates a bottle club shall be deemed guilty of a misdemeanor. Each day of operation shall be deemed a separate offense, punishable by a fine of not more than seven hundred fifty dollars (\$750.00) for each day of the violation.

(f) Penalty.

Violations of these Sections are punishable by a fine of not more than seven hundred fifty dollars (\$750.00). Evidence that the Licensee or his employee summoned police to deal with activity within the establishment that is prohibited by the preceding Section (b) may be considered in mitigation of a charge that the Licensee or its employee violated that Section of the ordinance.

ARTICLE II: LIQUOR LICENSE APPLICATION, REVOCATION and RENEWAL

§3-12 Adoption of State Alcohol Beverage Laws.

(a) Amendment.

This Ordinance amends and supersedes all other ordinances regulating the possession, sale and consumption of intoxicating liquor that is not in conformance with this ordinance.

(b) Adoption of State Law by Reference.

The provisions of Title 12, Alcoholic Beverages, WYO. STAT. §§12-1-101 through 12-10-101, as they may be amended from time to time, with reference to the definition of terms, conditions of operation, restrictions on consumption, provisions relating to sales, hours of sale, and all other matters pertaining to the retail sale, distribution, and consumption of intoxicating liquor are hereby

adopted by reference and are made a part of this Ordinance as if set out in full. It is the intention of the City that all future amendments to Title 12 are hereby adopted by reference or referenced as if they had been in existence at the time this Ordinance is adopted. A copy of Title 12 and of any subsequent amendments shall be kept on file in the office of the Gillette City Clerk.

(c) City May Be More Restrictive Than State Law.

The City is authorized by WYO. STAT. §12-4-101, as it may be amended from time to time, to impose, and has imposed in this ordinance, additional restrictions on the sale and possession of alcoholic beverages within its limits beyond those contained in Title 12, as it may be amended from time to time.

§3-13 Authority to Issue Licenses and Permits.

(a) Pursuant to WYO. STAT. §12-4-101, all liquor licenses within the jurisdictional boundaries of the City of Gillette belong to the City. The City retains authority to license and regulate, or prohibit the retail sale of alcoholic and malt beverages. The Governing Body retains sole authority to approve or deny a license or permit, or to place conditions on the issuance of the same.

(b) Nothing contained within Chapter Three of the Gillette City Code shall be construed or interpreted to prohibit the Governing Body from issuing less than the total number of allowable retail liquor licenses, less than the allowable bar and grill licenses, or from refusing to issue any license or permit authorized by Chapter Twelve of the Wyoming Statutes and Chapter Three of the Gillette City Code.

§3-14 Application Process.

(a) Special Consideration for the Issuance of New Retail Liquor Licenses.

The City of Gillette, as the local licensing authority, may request applications and supporting documents, including business plans, financial statements, and letters of intent from prospective retail liquor license applicants. These documents, as proposals, may be used by the City Council to determine from whom applications for retail liquor licenses may be received and processed. The City Council, by accepting these proposals, is not required to issue any retail liquor license by merely requesting such information from prospective license applicants.

(b) Application for Renewal, Transfer of Location and Transfer of Owner for Retail Liquor Licenses.

Upon receipt of an application for renewal, transfer of location, or transfer of ownership of an existing retail liquor license, the City Clerk shall forward the same to the Wyoming Liquor Commission. Pursuant to WYO. STAT. §12-4-104, all applications shall be deemed certified by the Wyoming Liquor Commission unless an objection is made by the Commission within ten (10) working days after receipt of the application. Applicants are advised that the City Clerk only receives notice from the Commission in those instances where an application is incomplete or in need of additional information. Notice is not provided to the City Clerk if the application is

considered complete by the Commission. If a correction notice is not received from the Commission, the City Clerk shall cause publication and notice to be made as required by WYO. STAT. §12-4-104.

- (c) Applications for Renewal, Transfer of Location, Transfer of Owner, and New License Applications for All Liquor Licenses and Permits, Excluding Retail Liquor Licenses.

All liquor license and permit applications are available from the Gillette City Clerk during regular business hours. Upon receipt of an application for renewal, transfer of location, or transfer of ownership, the City Clerk shall forward the same to the Wyoming Liquor Commission. Pursuant to WYO. STAT. § 12-4-104, all applications shall be deemed certified by the Wyoming Liquor Commission unless an objection is made by the Commission within ten (10) working days after receipt of the application. Applicants are advised that the City Clerk only receives notice from the Commission in those instances where an application is incomplete or in need of additional information. Notice is not provided to the City Clerk if the application is considered complete by the Commission. If a correction notice is not received from the Commission, the City Clerk shall cause publication and notice to be made as required by WYO. STAT. §12-4-104.

§3-15 Fees for Application, Transfer, and Renewal

License Type	City Fee	Statutory Minimum	Statutory Maximum
Retail	\$ 1,500.00	\$ 300.00	\$ 1,500.00
Limited Retail (Club)	\$ 750.00	\$ 100.00	\$ 1,500.00
Bar and Grill	\$ 5,000.00	\$ 1,500.00	\$ 10,500.00
Restaurant	\$ 1,200.00	\$ 500.00	\$ 3,000.00
Resort License	\$ 3,000.00	\$ 500.00	\$ 3,000.00
Special Malt Beverage	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Microbrewery Permit	\$ 500.00	\$ 300.00	\$ 500.00
Winery Permit	\$ 500.00	\$ 300.00	\$ 500.00
Satellite Brewery	\$ 100.00	\$ -	\$ 100.00
Satellite Winery	\$ 100.00	\$ -	\$ 100.00
Catering	\$ 50.00 / \$100.00	\$ 10.00	\$ 100.00
Malt Beverage	\$ 50.00 / \$100.00	\$ 10.00	\$ 100.00

Open Container	\$ 50.00 / \$100.00	N/A	N/A
Drive-In	\$ 500.00	N/A	N/A
Transfer Fee	\$ 100.00	\$ -	\$ 100.00

Any fee required to be tendered under this Section shall be paid to the Gillette City Clerk by means of cash, personal check, business check, or credit card. Payment by credit card shall be at the discretion of the Gillette City Clerk.

§3-16 Prohibitions on Certain Persons from Holding a Liquor License.

A license or permit issued pursuant to Wyoming Statute Title Twelve, or under Chapter Three of the Gillette City Code shall not be held by, issued or transferred to:

- (1) The Mayor, member of the City Council or County Commissioner for Campbell County, Wyoming;
- (2) Any person employed by the State, the City of Gillette, the Campbell County Sheriff's Department as a law enforcement officer or any person who holds office as a law enforcement officer through election.

§3-17 Pledging or Hypothecating a Retail Liquor License as Collateral.

(a) It is the policy of the City of Gillette and its Governing Body that retail liquor licenses should be made available to those individuals and entities seeking to engage in commerce. It is the experience of the Governing Body, and the history of the City of Gillette, that retail liquor licenses have been pledged and hypothecated as collateral for purposes of both the acquisition of the license itself, and as a means of acquiring a valuable interest for either holding for future use, or as a means of adding a valuable asset to a business for purposes of its own financial balance sheets. Such action, in the determination of the City of Gillette is contrary to the interests of the community.

(b) Liquor licenses are not assignable, therefore, the Council will not renew or transfer a retail liquor license to any person or entity asserting an interest in any license by virtue of a security interest, lease, or other financial obligation.

§3-18 Conditions on Granting of Application or Renewal.

(a) Any license or permit issued by the City of Gillette shall not be issued, renewed or transferred until on or after the date set in any notice for hearing protests. If a renewal or transfer hearing, the hearing shall be held no later than thirty (30) days preceding the expiration date of the license or permit. A license or permit shall not be issued renewed or transferred if the licensing authority finds from evidence presented at the hearing:

- (1) The welfare of the people residing in the vicinity of the proposed license or permit premises shall be adversely affected;
- (2) The purposes of Chapter 3 of the Gillette City Code, or Title 12 of the Wyoming Statutes is not carried out by the issuance, renewal or transfer of the license or permit;
- (3) The number, type and location of existing licenses or permits currently meets the needs of the vicinity under consideration;
- (4) The desires of the residents of the City of Gillette will not be met or satisfied by the issuance, renewal or transfer of the license or permit

(b) The City Council retains the right to place conditions and standards on the granting of a liquor license, and may conditionally grant any license or permit subject to specific actions to be taken by the applicant or Licensee prior to the annual expiration of the license.

§3-19 Holding of License or Permit without Operation or Sales.

A license or permit issued by the City to any Licensee who fails to demonstrate that his licensed alcoholic or malt beverage enterprise will be operational in a planned but not physically functional building within one (1) year after a license or permit has been issued or transferred shall not be renewed. Any Licensee or permittee who fails to open his business in a functional building within one (1) year after license issuance or transfer and remain open thereafter shall not have the license or permit renewed. Upon showing of good cause, the City Council may, in its sole discretion, extend the one (1) year period set forth herein for an additional period of time not to exceed sixty (60) calendar days.

§3-20 Plan of Operation.

(a) Plan Required.

Any license authorized under this act shall not be issued, renewed or transferred until the applicant has submitted a Plan of Operation acceptable to the City. A Plan of Operation shall contain an operational statement outlining the proposed manner in which the establishment will be operated, including but not limited to, schedule of hours of operation, intended uses of the facility, alcohol management, crowd control, security, and any other pertinent information as requested by the City.

(b) Modification or Amendment to Plan of Operation.

Any deviation from the approved Plan of Operation, such as catering and open containers, requires a special permit as authorized in Section 3-35 of the Gillette City Code.

§3-21 Revocation of Liquor License.

(a) General Causes for Revocation.

Any violation of this Chapter, or a violation of Title Twelve of the Wyoming Statutes, by any manufacturer, rectifier, wholesaler, Licensee, employee or agent thereof is sufficient cause for the suspension and in the case of gross violation, the revocation of the license of the Licensee, or the permit of any permittee.

(b) Temporary Suspension of License for Violations.

The City of Gillette, by and through its Governing Body, retains the right to temporarily suspend the sale of alcoholic or malt beverages of any establishment issued a liquor license, for infractions of either Chapter 3 of the Gillette City Code and/or Title Twelve of the Wyoming Statutes. Such suspension shall be for a finite period of time, not to exceed five (5) consecutive calendar days for any such violation. The Licensee shall not be subjected to more than one temporary suspension of their license more than one (1) time in any license year.

(c) Revocation for Failure to Pay Administrative Fee.

If any administrative fee is not paid, or if Plans of Operation are not submitted on time, as required pursuant to Sections 3-13 and 3-14, then the Licensee shall appear before the City Council at the meeting at which its license is scheduled for renewal. The City Council shall receive evidence of the convictions and charges pursuant to which the Administrative Fees have been assessed and their nonpayment and the failure of the Licensee to submit appropriate Plans of Operation and may, on that record vote to deny renewal of the Licensee's Liquor License.

(d) Revocation for Failure to Comply with Conditions Imposed Upon Granting License or Permit.

The City Council retains the right to place reasonable conditions or standards on the granting of a liquor license, and may conditionally grant any license or permit subject to specific actions to be taken by the applicant or Licensee prior to the annual expiration of the license. The failure to timely meet the conditions set by the Council may be grounds for a suspension or termination of the License or Permit.

ARTICLE III: ADMINISTRATIVE FEE

§3-22 Administrative Fees.

(a) Any licensed establishment in which violations of City, State or Federal laws occur requires the expenditure of greater municipal resources to control and police than establishments which are operated in accordance with the law. Those extra enforcement and other social costs include police, judicial and prosecutor salaries, victim impacts and depressed neighborhood real estate values as well as lost sales in surrounding businesses. The regulation of establishments which possess liquor licenses by the City of Gillette should include holding the owners and operators accountable for the conduct of their businesses by charging administrative fees to pay for the external costs of poor management.

In addition to any other penalty, sanction or fee authorized by law, if a liquor license holder, or its employees or agents, is convicted of a violation of any Section of Gillette Municipal Code Chapter 3 that is applicable to Licensees or their employees, the Licensee shall upon notice, pay to the City Clerk, an administrative fee. The notice to pay shall be issued by the City Clerk upon notification of the relevant conviction. Said fee shall be paid within ten days of the notice to pay, unless the Licensee completes additional training and established preventative measures according to Section C for first and second violations occurring within one year.

(b) (1) Upon first conviction of a violation of either a Category 1 or 2 Standard, the Licensee shall pay to the City Clerk, an administrative fee in the amount of Five Hundred Dollars (\$500.00.)

(2) Upon a second conviction of a violation of either a Category 1 or 2 Standard, arising within a twelve (12) month period, the Licensee shall pay to the City Clerk, an administrative fee in the amount of One Thousand Dollars (\$1,000.00).

(3) Upon a third conviction of a violation of a Category 1 Standard arising within a twenty-four (24) month period, the Licensee shall pay to the City Clerk, an administrative fee in the amount of One Thousand Dollars (\$1,000.00). The Licensee shall also submit a revised Plan of Operation, acceptable to the City, specifically addressing the conviction including actions they will take to prevent further violations.

(4) Upon a fourth conviction of a violation of a Category 1 Standard arising within a thirty-six-month period, the Licensee shall pay to the City Clerk, an administrative fee in the amount of One Thousand Five Hundred Dollars (\$1,500.00). The Licensee shall also submit a revised Plan of Operation, acceptable to the City, specifically addressing the conviction including actions they will take to prevent further violations.

(5) Upon a fifth or subsequent conviction of a violation of a Category 1 Standard arising within a thirty-six-month period, the Licensee shall pay to the City Clerk, an administrative fee in the amount of Two Thousand Dollars (\$2,000.00). The Licensee shall also submit a revised Plan of Operation, acceptable to the City, specifically addressing the conviction including actions they will take to prevent further violations.

(6) Convictions of violations of Category 1 or Category 2 standards which violations occur before July 1, 2017, shall not apply after that date.

(c) For first and second convictions of violations occurring within one year this fee shall be waived if the Licensee takes training or preventive measures approved by the City such as acquisition of identification card readers, security devices such as cameras or additional assignment of security personnel as described in this Section. For convictions of violations of Section 3-3(b), this fee will be waived if the person who committed the violation attends an alcohol server training program as approved by WYO. STAT. §12-2-402 (whether or not that person has previously attended such training) if the person is still employed by the Licensee, and if the Licensee and all employees authorized to serve alcoholic liquor or malt beverage have been to an alcohol server training program within the previous two years. The Licensee shall notify the City

Clerk of their intent to substitute the training within ten (10) days of notification and submit proof of the training to the City Clerk within three (3) months of the notification or pay the administrative fee by that day. The Licensee shall also submit a revised Plan of Operation, acceptable to the City, specifically addressing the conviction including actions they will take to prevent further violations.

§3-23 Liquor License Revocation for Failure to Pay Administrative Fees.

The failure to pay any administrative fee, when due, may result in the revocation of a liquor license pursuant to Section 3-21(c) of the Gillette City Code.

ARTICLE IV: TYPES OF LICENSES, REGULATIONS, SPECIAL CONDITIONS

§3-24 Special Conditions for the Operation of Certain Types of Liquor Licenses within the Jurisdictional Boundaries of the City of Gillette.

The Governing Body of the City of Gillette establishes the following special conditions for each type of license or permit which may be issued by the Governing Body.

Licensed Building Restrictions

(a) Except as provided in this Section, no licensee or agent, employee or server thereof shall knowingly permit any person under the age of twenty-one (21) years to enter or remain in a licensed building where alcoholic or malt beverages are dispensed in an establishment that provides adult entertainment and/or is primarily for on-premise consumption where the primary source of revenue from the operation is from the sale of alcoholic or malt beverages unless:

- (1) The establishment is operating a restaurant with a commercial kitchen where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages;
- (2) The establishment operates a commercial kitchen, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 12:00 A.M. (Midnight);
- (3) Limited Retail (Club) Licenses are exempt from the age restrictions listed above;
 - (A) Limited Retail (Club) License holders may dispense alcoholic or malt beverages from locations outside of their licensed building as approved by the governing body.
- (4) Any other establishment approved by the governing body, including but not limited to: Bowling alleys, hotels, coffee shops, theaters, civic/event centers, family entertainment centers, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 12:00 A.M. (Midnight);

- (5) Under no circumstances shall an individual under the age of twenty-one (21) be seated, or allowed to remain, at a bar, counter, or area where alcoholic or malt beverages are dispensed;
- (6) Establishments that operate primarily for off-premise sales shall maintain a separate area for the sale of alcoholic or malt beverages. Grocery stores shall have an age restricted area to prevent alcoholic beverages from being sold next to grocery items in accordance with WYO. STAT. §12-6-101(c)(iv),

§3-25 Waiver of Certain General and Special Conditions for Private Events.

The General Conditions and Special Conditions contained within Chapter Three shall apply to all establishments holding a liquor license during such time as said establishment is open to the general public for business. Should the establishment be closed for purposes of a special, catered, or private event, the Sections of the Gillette City Code regulating the hours upon which minors, and those individuals under the age of twenty-one (21) may be physically present in such an establishment may be amended by the holder of the liquor license and that person, group or entity who has reserved the establishment for the special, catered or private event. Nothing contained herein shall be interpreted to provide authority to serve alcoholic or malt beverages to any individual under the age of twenty-one (21) nor allow for the extension of the hours of operation beyond 2:00 A.M.

§3-26 Retail License

(a) Drive-In Liquor Sales. Upon approval of the Governing Body, a drive-in area adjacent or contiguous to the licensed building may be used for taking orders and making delivery of and receiving payment for alcoholic liquor or malt beverages under the following conditions:

- (1) the holder of the retail liquor license shall own the area or hold a written lease for the period for which the license was issued;
- (2) the area shall be well lighted and subject to inspection by the licensing authority at any and all times;
- (3) no walls or screens shall interfere with observing and checking the part of the area used for orders, delivery and payment;
- (4) no order shall be received from nor delivery made to a person under twenty-one (21) years of age or an intoxicated person in the area;
- (5) no part of a publicly owned sidewalk, highway, street or alley shall be used for taking orders or conducting sales;
- (6) alcoholic liquor or malt beverages shall be sold and delivered in the drive-in area only in the original, factory sealed, unopened package and

consumption of alcoholic liquor or malt beverages in the drive-in areas shall not be permitted;

- (7) no beverage mixed or prepared within the licensed building, which contains alcoholic liquor, may be sold, tendered, delivered or given through a drive in area.

§3-27 Limited Retail (Club) License

(a) Sale and Consumption Limited to the Licensed Building. Unless otherwise granted by the Governing Body, and incorporated within the holder's Operation Plan, no sales of alcoholic liquor or malt beverages shall be made outside of the licensed building. Nothing contained herein shall be interpreted as prohibiting the holder of a Limited Retail (Club) License from seeking and obtaining an open-container permit to allow for the consumption of alcoholic liquor or malt beverages outside of the licensed building on real property owned by the holder of the Limited Retail (Club) License.

(b) Seasonal Sales of Alcoholic Liquor or Malt Beverages. Any holder of a Limited Retail (Club) License issued by the City of Gillette who operates their Limited Retail (Club) License on a seasonal basis shall designate such dates they will engage in the sale of alcoholic liquor or malt beverage sales within their application for granting of a new license, or its renewal, and shall designate the same in their Operation Plan. Under no circumstances shall the holder of a Limited Retail (Club) License operate for less than ninety (90) days during any license year.

§3-28 Bar and Grill License

The City of Gillette, by reference herein adopts those standards of operation required by Title Twelve of the Wyoming Statutes with regard to Bar and Grill License. The City of Gillette makes no further restrictions or limitations on Bar and Grill License other than those set forth in this Chapter.

§3-29 Restaurant Liquor License

(a) Operation of a Restaurant. An establishment is operating as a "restaurant" when an establishment maintains a commercial kitchen where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic liquor or malt beverages.

(b) Establishment of a Dispensing Room. Holders of a Restaurant Liquor License shall comply with WYO. STAT. §12-4-410 in establishing a "dispensing room" for the dispensing and preparation of alcoholic and malt beverages for consumption, as may be required by the Governing Body of the City of Gillette.

§3-30 Resort Liquor License

The City of Gillette, by reference herein adopts those standards of operation required by Title Twelve of the Wyoming Statutes with regard to Resort Liquor License. The City of Gillette

makes no further restrictions or limitations on Resort Liquor License other than those set forth in this Chapter.

§3-31 Special Malt Beverage License

(a) The Governing Body of the City of Gillette may issue a special malt beverage permit to any reasonable person or organization for the sale of malt beverages at public auditoriums, civic centers or event centers subject to the following restrictions:

(1) The public auditorium, civic center or events center shall be an enclosed building owned by the City of Gillette, Campbell County, or created by the City of Gillette or Campbell County pursuant to a Memorandum of Understanding pursuant to WYO. STAT. §16-1-101 or pursuant to a Joint Powers Agreement approved by the Wyoming Attorney General;

(2) the reasonable person or organization holds a written agreement with the owner of the public auditorium, civic center or events center giving said person the right to sell concessions within the building for the period for which the license will be effective

(b) Seasonal Sales of Alcoholic Liquor or Malt Beverages. Any holder of a Special Malt Beverage License issued by the City of Gillette who operates their Special Malt Beverage License on a seasonal basis shall designate such dates they will engage in the sale of alcoholic liquor or malt beverage sales within their application for granting of a new license, or its renewal, and shall designate the same in their Operation Plan. Under no circumstances shall the holder of a Special Malt Beverage License operate for less than ninety (90) days during any license year.

§3-32 Microbrewery Permit

The City of Gillette, by reference herein adopts those standards of operation required by Title Twelve of the Wyoming Statutes with regard to Microbrewery Permits. The City of Gillette makes no further restrictions or limitations on Microbrewery Permits other than those set forth in this Chapter.

§3-33 Winery Permit

The City of Gillette, by reference herein adopts those standards of operation required by Title Twelve of the Wyoming Statutes with regard to Winery Permits. The City of Gillette makes no further restrictions or limitations on Winery Permits other than those set forth in this Chapter.

§3-34 Satellite Manufacturer/Brewery Permit

The City of Gillette, by reference herein adopts those standards of operation required by Title Twelve of the Wyoming Statutes with regard to Satellite Manufacturer/Brewery Permit. The City of Gillette makes no further restrictions or limitations on Satellite Manufacturer/Brewery Permit other than those set forth in this Chapter.

§3-35 Satellite Winery Permit

The City of Gillette, by reference herein adopts those standards of operation required by Title Twelve of the Wyoming Statues with regard to Satellite Winery Permit. The City of Gillette makes no further restrictions or limitations on Satellite Winery Permit other than those set forth in this Chapter.

§3-36 Catering, Malt Beverage, and Open Container Permits

(a) Applications.

Applications for catering permits authorized by WYO. STAT. 12-4-502(b), malt beverage permits authorized by WYO. STAT. § 12-4-502(a) and open container permits according to this Section of the Gillette City Code, shall be made by completing a form available from the City Clerk.

(b) Application Contents.

Applicants for catering or malt beverage permits will complete and submit an application, no less than three weeks prior to the event, in which the applicant shall provide his/her name, address and phone number, the name, date, time(s) and location of the event, an operation plan which includes a short summary of the reason for the request and the activities proposed for the event, a description and drawing of the area(s) in which the possession and consumption of alcoholic beverages will occur and what safe guards will be in place at the desired location to ensure that minors will neither possess nor consume alcoholic or malt beverages, and the names and ages of the persons who will dispense malt beverages or alcohol. In addition, if the applicant is not the owner of the location where the event is proposed, the applicant shall attach a written statement from the landowner permitting the proposed activity including the consumption and possession of alcoholic or malt beverages, as described in the application. Catering permits can only be issued to Retail Liquor License holders and so the name in which the license was issued must be listed as the name of the applicant. A catering, malt beverage, or open container permit shall authorize possession and consumption of alcoholic or malt beverages in open containers for the time period and within the area described in the permit application according to the operation plan. Applications will be reviewed by the Chief of Police or designee and the City Clerk or designee.

(c) When Council Consideration is Required.

In the case of catering or malt beverage permit applications, information supplied by the applicant will be reviewed to determine if the event/activity to be permitted is routine in that it will not cause an impact beyond the area described in the application, or is scheduled for CAM-PLEX. If the proposed event/activity is at CAM-PLEX or is determined to not have an impact beyond the proposed area, the permit will be issued by the City Clerk or designee, upon successful submission of the application. A proposed event/activity may be determined to have an impact beyond the area described in the application if it includes any of the following, for example, an outdoor dance, band(s) or amplified music, amplified sound or a P.A. system, parking beyond existing capacity, or a street closure. Upon a determination of an impact beyond the area proposed in the permit, the

permit will be presented to the Governing Body for review and approval at the next scheduled regular City Council meeting no sooner than two weeks from the date of submission of the application and fee.

If the permit is denied by the City Clerk and Chief of Police, the denial may be appealed by the applicant to the Governing Body whose determination is final.

The City Administrator may authorize scheduling Council consideration of a new permit or an appeal, within two (2) weeks of the submission of an application when good cause for filing the application less than three (3) weeks before the event is shown.

(d) Fees.

Catering/malt beverage permit fees shall be based on when the permit application is submitted and the proposed date of the event/activity. If the permit application is submitted at least three (3) weeks before the proposed date of the event/activity, the fee is fifty dollars (\$50.00). If the permit application is submitted less than three (3) weeks before the proposed date of the event/activity, the fee is one hundred dollars (\$100.00).

(e) Open Container Permits.

Applicants for open container permits will complete and submit an application in which the applicant shall provide their name, address and phone number, the date, time(s) and location of the event, and a short summary of the reason for the permit request and the activities proposed for the event. Open container permits may be issued to allow the possession and consumption of alcoholic or malt beverages in open containers on public property, such as parks in conjunction with a park permit issued pursuant to Section 14-14 of the Gillette City Code, on city streets in conjunction with a street closure permit, and at other areas, in which open containers would not otherwise be permitted. Applications will be reviewed by the Chief of Police or designee and the City Clerk or designee. Upon approval of the application and the payment of the fifty dollar (\$50.00) permit fee, the permit will be issued to the applicant by the City Clerk. The City Clerk will issue an Open Container Sign, to be posted at the location of the event described in the application, which sign must be displayed during the event to allow the consumption of alcoholic or malt beverages at that location.



CITY OF GILLETTE

Administrative Services Department - City Clerk Division

Karlene Abelseh, City Clerk/Print Shop
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5210 • Fax (307) 686-4081
www.gillettewy.gov

May 19, 2017

Re: Gillette City Code Chapter 3 draft revisions

Dear Liquor License Holder:

As a result of the public meeting that was held on May 12, 2017, the proposed draft of Chapter 3 of Gillette City Code has been updated.

The draft Chapter 3 may be found on the City's Website at: <http://www.gillettewy.gov/Chapter3Draft.html>.

Sincerely,

Karlene Abelseh, City Clerk



CITY OF GILLETTE

Public Works
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5320
www.gillettewy.gov

TO: J. Carter Napier, City Administrator
FROM: Sawley Wilde, Public Works Director *SW*
DATE: May 15, 2017
RE: Community Wide Drive and Drop Totals - 2017

This year, we again conducted the Community Wide Drive and Drop event as a service to our citizens, allowing them to bring their unwanted metal, yard waste, demo material, and municipal solid waste to a drop off location. We had three drop off locations for three consecutive Saturdays - April 22nd, April 29th, and May 6th. A change for this year was that we kept the same locations each week; the locations were the ECSC, the old Electrical Shop on Warlow Drive, and Sage Valley Junior High.

As you recall, myself and Councilman Barks went in front of the County Commissioners and asked them to waive tipping fees for this event. The Commissioners waived tipping fees up to \$3,000.00. Below are the tonnages and associated costs for the event. We budgeted \$35,000 of 1% Beautification money to cover the costs of the event. The significant increase of participants (vehicle count increased by 460) and material dropped off, and the tipping fees not being completely waived were contributors for the overage on the budgeted amount.

Below are the **internal** costs associated with this project (paid for by the Public Works budget):

Total Man Hours: 240
Labor (including benefits): \$8,353.49

Below are the **external** costs associated with this project (paid for by 1% funds):

Kieffer Sanitation: \$36,735
Tipping Fees: \$4,973.60 (\$7973.60 -\$3,000 – waived by County)

Below are the totals that were calculated by Kieffer Sanitation, Campbell County Landfill, and the City of Gillette Yard Waste Site.

Tons of Metal taken by contractor:	10.32
Tons of Debris taken to landfill:	63
Tons of Demo material taken to landfill:	43.36
Tons of Yard Waste Material taken to the YW Site:	12.3
Vehicle Count:	1,013

Please see the comparison from 2016 to 2017 on the next page.
SW/kk

Community Wide Drive and Drop - 2016 vs. 2017

<i>Year</i>	<i>Debris Tons</i>	<i>Demo Tons</i>	<i>Yard Waste Tons</i>	<i>Metal Tons</i>	<i>Total Tonnage</i>	<i>Labor Hours</i>	<i>Labor Cost</i>	<i>Equipment Cost</i>	<i>Contractor Cost</i>	<i>Tipping Fees</i>	<i>Total Cost</i>
2016	22.3	18.26	3.99	12.7	57.25	233	\$ 7,476.73	0	\$ 22,120.00	\$0.00	\$ 29,596.73
2017	63	43.36	12.3	10.32	128.98	240	\$ 6,425.76	\$ 394.00	\$ 36,735.00	\$4,973.60	\$ 48,528.36

**Joint Powers Fire Board
Vehicle Depreciation Account
FY2017**

Balance as of:	4/30/2017
7/1/2016 Wyostar Balance - Fire Vehicle Depreciation Account	4,911,524.54
Town of Wright Contribution to Wyostar Account	5,281.00
City of Gillette Contribution to Wyostar Account	-
Campbell County Contribution to Wyostar Account	261,401.00
Sale of Fire Vehicles	6,000.00
Payments to CCFD - FY2016 Carryover Vehicles	(176,127.22)
FY2017 Encumbered Vehicles - Three Grass Trucks	(352,965.00)
FY2017 Interest:	
July 2016	2,204.39
August 2016	1,996.84
September 2016	1,814.89
October 2016	1,896.77
November 2016	1,727.10
December 2016	2,333.59
January 2017	2,487.17
February 2017	2,570.32
March 2017	3,245.89
April 2017	3,350.49
4/30/2017 Ending Balance	4,678,741.77

CAMPBELL COUNTY COMMUNITY PUBLIC RECREATION DISTRICT

**1000 WEST 8TH STREET
P.O. BOX 3033
GILLETTE, WYOMING 82717-3033
(307) 682-5171**

Ken Clouston
Trustee

Dr. David Fall
Secretary-Treasurer

Lisa Durgin
Chairman

Anne Ochs
Vice-Chairman

Dave Foreman
Trustee

May 11, 2017

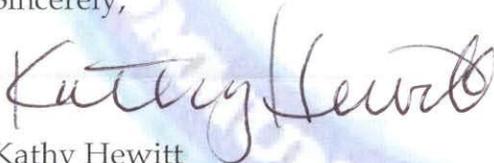
City of Gillette
PO Box 3003
Gillette, WY 82717

RE: Energy Capital Eclipse Festival

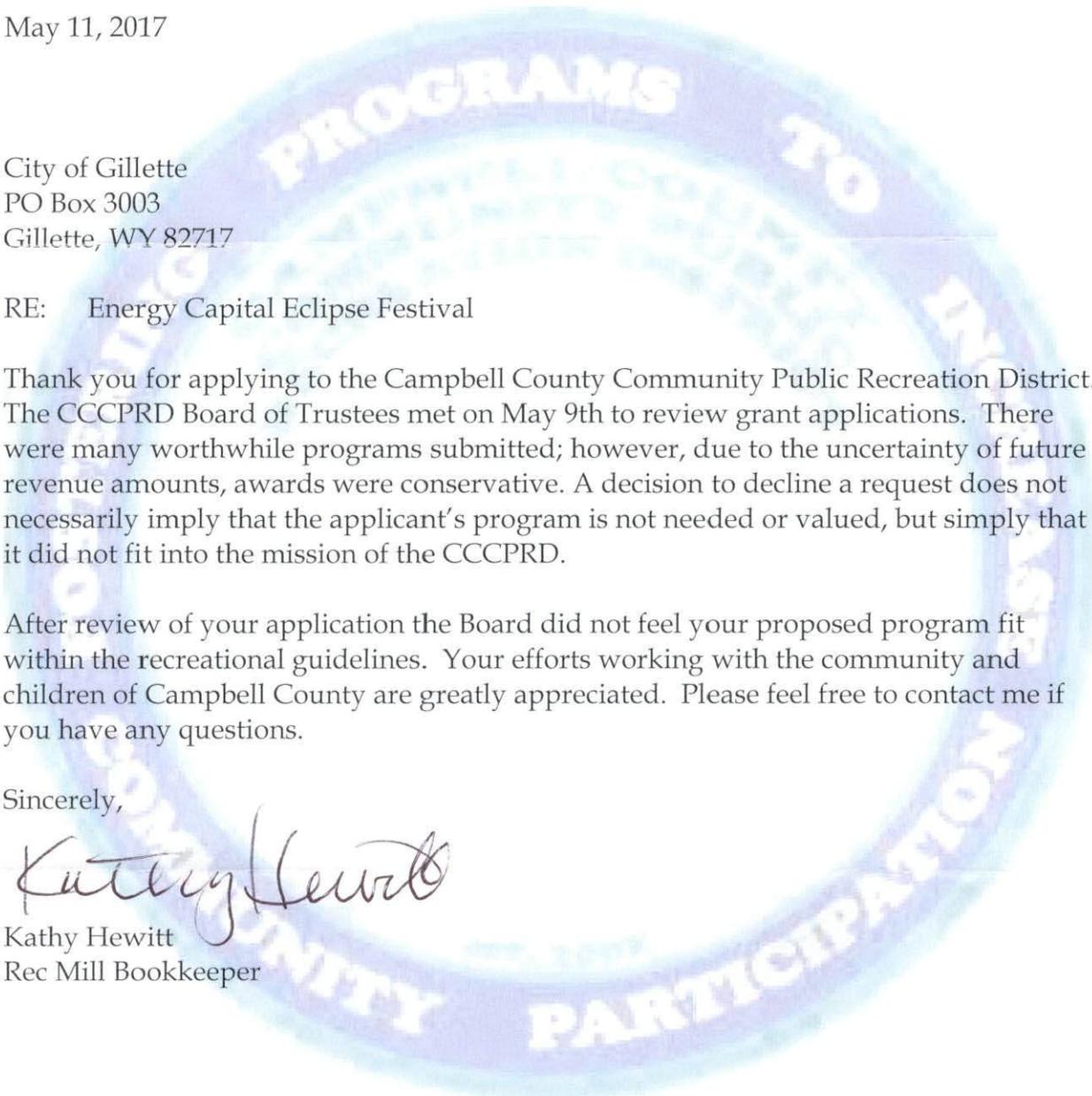
Thank you for applying to the Campbell County Community Public Recreation District. The CCCPRD Board of Trustees met on May 9th to review grant applications. There were many worthwhile programs submitted; however, due to the uncertainty of future revenue amounts, awards were conservative. A decision to decline a request does not necessarily imply that the applicant's program is not needed or valued, but simply that it did not fit into the mission of the CCCPRD.

After review of your application the Board did not feel your proposed program fit within the recreational guidelines. Your efforts working with the community and children of Campbell County are greatly appreciated. Please feel free to contact me if you have any questions.

Sincerely,



Kathy Hewitt
Rec Mill Bookkeeper





Angela Williams <angelaw@gillettewy.gov>

FINAL Approved FY2017-18 CCCVB Budget

2 messages

Mary Silvernell <mary@visitgillettewright.com>

Wed, May 17, 2017 at 10:27 AM

To: Robert Palmer <RPP01@ccgov.net>, Carter Napier <cartem@gillettewy.gov>, Barbara@wrightwyoming.com

Cc: sdb01@ccgov.net, Angela Williams <angelaw@gillettewy.gov>

Good Morning,

I wanted to provide each of our Joint Powers entities with a copy of the CCCVB FY2017-18 Budget, which was approved by the Lodging Tax Joint Powers Board on May 11, 2017.

Please let me know if you have any questions, thank you,

Mary

Mary Silvernell, Executive Director

Campbell County Convention & Visitors Bureau

PO Box 1393

Gillette, WY 82717

(307) 299-2838 Mobile

(307) 686-0040 Office

www.visitgillettewright.com

Facebook: Visit Gillette-Wright Wyoming



FY2017-18 Budget Draft .xlsx

32K

Carter Napier <cartem@gillettewy.gov>

Wed, May 17, 2017 at 11:25 AM

To: Angela Williams <angelaw@gillettewy.gov>

This is probably good for GI. Thank you. Carter

[Quoted text hidden]

--

J. Carter Napier
City Administrator
City of Gillette, WY
307.686.5203

	<u>Budget FY16-17</u>		<u>Estimated FY16-17</u>		<u>Variance FY17-18B</u>		<u>DRAFT BUDGET</u>		<u>Variance FY 17-18B to</u>	
	<u>17</u>	<u>FY2016-17 Projected</u>	<u>Variance to</u>	<u>%</u>	<u>to 16-17B</u>	<u>%</u>	<u>FY2017-18</u>	<u>FY16-17 Projected Y-E</u>	<u>Actuals</u>	<u>%</u>
	<u>Year-End Actuals</u>	<u>Budget</u>								
REVENUES										
314 Lodging Tax	413,000	360,000	-53,000	-12.83%	-43,000	-10.41%	370,000	10,000	2.78%	
10% MOU	-41,300	-36,000	5,300	-12.83%	4,300	-10.41%	-37,000	-1,000	2.78%	
359 Bank Interest	4,000	4,000	0	0.00%	-2,500	-62.50%	1,500	-2,500	-62.50%	
361 Other Revenue (NCS Board Comm.)	980	980	0	0.00%	0	0.00%	980	0	0.00%	
362 Petty Cash Sales	1,000	500	-500	-50.00%	-500	-50.00%	500	0	0.00%	
392 Tour Donations/Group Fees	10,000	5,200	-4,800	-48.00%	-5,000	-50.00%	5,000	-200	-3.85%	
399 In-Kind Rent										
Sub-total Revenues	387,680	334,680	-53,000	-13.67%	-46,700	-12.05%	340,980	6,300	1.88%	
500 COG Sold	-500	-120	380	-76.00%	380	-76.00%	-120	0	0.00%	
TOTAL REVENUE	387,180	334,560	-52,620	-13.59%	-46,320	-11.96%	340,860	6,300	1.88%	
Reserves	192,077	221,581	29,504	15.36%	-23,543	-12.26%	168,534	-53,047	-23.94%	
EXPENSES										
411.1 Executive Director	67,400	67,400	0	0.00%	0	0.00%	67,400	0	0.00%	
ED Payroll Taxes	8,715	8,715	0	0.00%	0	0.00%	8,715	0	0.00%	
431.4 Medical Insurance Benefits-Director	10,142	10,142	0	0.00%	328	3.23%	10,470	328	3.23%	3.2% Premium Increase
411 Sub-total Administration	86,257	86,257	0	0.00%	328	0.38%	86,585	328	0.38%	
415.1 Training for Staff-incl Fall Summit&Govs Conf	5,000	5,000	0	0.00%	-2,400	-48.00%	2,600	-2,400	-48.00%	
415.2 Scholarship Fund										
415.2 Board Strategic Planning Session	500	0	-500	-100.00%	-500	-100.00%	0	0	0.00%	
415.3 Conference Registration	18,685	19,210	525	2.81%	-4,776	-25.56%	13,909	-5,301	-27.60%	
415 Sub-total Conference	24,185	24,210	25	0.10%	-7,676	-31.74%	16,509	-7,701	-31.81%	
431.1 Board of Directors Insurance	650	747	256	39.38%	97	14.92%	747	0	0.00%	
431.2 Leased Mine Tour Vehicle Insurance	11,000	8,781	-2,219	-20.17%	-2,219	-20.17%	8,781	0	0.00%	
431.3 Property insurance -incl. renters insurance	881	906	-134	-15.21%	-31	-3.52%	850	-56	-6.18%	
431 Sub-total Insurance	12,531	10,434	-2,097	-16.73%	-2,153	-17.18%	10,378	-56	-0.54%	
413.1 Legal (budget hearing legal notices)	200	100	-100	-50.00%	-100	-50.00%	100	0	0.00%	
413.2 Accounting (at \$325/mth)	3,900	3,900	0	0.00%	0	0.00%	3,900	0	0.00%	
413.3 Audit/Financial Review	6,000	6,500	0	0.00%	0	0.00%	6,000	-500	-7.69%	
413.4 Recruiting	0	0	0	0.00%	0	0.00%	0	0	0.00%	
413 Sub-total Contract Services	10,100	10,500	-100	-0.99%	-100	-0.99%	10,000	-500	-4.76%	
In Kind Rent (Gillette-\$9,600,Wright-\$5,600)										
Gillette Rent to City, minus 101 Kendrick Office	1	1	0	0.00%	0	0.00%	1	0	0.00%	
417 Building Rent	1	1	0	0.00%	0	0.00%	1	0	0.00%	
414.1 Office supplies	5,400	4,600	-800	-14.81%	-800	-14.81%	4,600	0	0.00%	
414.2 Office equipment, rent/repair(AIO,PC's)	1,500	1,255	-245	-16.33%	500	33.33%	2,000	745	59.36%	Replace Terry's (Mary's old) laptop
414.4 Postage/Shipping Booth to Shows (\$200/mth)	4,900	1,600	-3,300	-67.35%	-3,300	-67.35%	1,600	0	0.00%	
414.5 Other (cell phones (2) at \$165/month)	1,980	1,980	0	0.00%	0	0.00%	1,980	0	0.00%	
414.7 Cash Over/Short	0	0	0	0.00%	0	0.00%	0	0	0.00%	
414 Sub-total Office Expense	13,780	9,435	-4,345	-31.53%	-3,600	-26.12%	10,180	745	7.90%	
423.1 Repairs & Maintenance	0	0	0	0.00%	3,000	0.00%	3,000	3,000	0.00%	Pressure wash & Paint GVC bldg
423.2 Supplies	1,500	500	-1,000	-66.67%	-1,000	-66.67%	500	0	0.00%	
423 Sub-total Operating Expense	1,500	500	-1,000	-66.67%	2,000	133.33%	3,500	3,000	600.00%	
412.1 Travel	16,930	16,405	-525	-3.10%	-5,865	-34.64%	11,065	-5,340	-32.55%	
412.2 Mileage (at \$300/month)	3,500	3,200	-300	-8.57%	-500	-14.29%	3,000	-200	-6.25%	mileage down to \$250/mth
412.3 Other / meals (at \$400/month)	5,000	3,500	-1,500	-30.00%	-2,600	-52.00%	2,400	-1,100	-31.43%	cancelled CCLA meetings' meals
412 Sub-total Travel Expense	25,430	23,105	-2,325	-9.14%	-8,965	-35.25%	16,465	-6,640	-28.74%	
416.1 Electricity (\$200/month average, plus WVC)	6,000	4,500	-1,500	-25.00%	-2,400	-40.00%	3,600	-900	-20.00%	Wright VC cut to 4 mos @ \$300 vs 12 mos
416.3 Gas/Water (\$22.05/mth, plus WVC)	5,075	5,075	0	0.00%	-3,210	-63.25%	1,865	-3,210	-63.25%	Wright VC cut to 4 mos @ \$400 vs 12 mos
416.4 Telephone/Internet (\$295/mth plus WVC)	6,000	5,000	-1,000	-16.67%	-2,260	-37.67%	3,740	-1,260	-25.20%	\$0 extra office,Wright VC @ \$50/mthX4
416 Sub-total Utilities	17,075	14,575	-2,500	-14.64%	-7,870	-46.09%	9,205	-5,370	-36.84%	
Total OVERHEAD	190,859	179,017	-12,342	-6.47%	-28,036	-14.69%	162,823	-16,194	-9.05%	
411.2 DMO Sales Manager	43,200	45,708	2,508	5.81%	4,300	9.95%	47,500	1,792	3.92%	full year vs 7 mos at higher salary
431.5 DMO Sales Manager & F/T GVC Med Insur Benel	20,284	20,284	0	0.00%	-9,814	-48.38%	10,470	-9,814	-48.38%	Chrystal decline insur, 3.2% premium increase

421.2 F/T and Temp. Help Gillette Visitor Center	25,162	26,162	1,000	3.97%	8,144	32.37%	33,306	7,144	27.31%	Chrystal rate increase
421.3 Temp. Help Wright Visitor Center	5,440	6,490	1,050	19.30%	1,795	33.00%	7,235	745	11.48%	
421.4 Mine Tour Guides	6,000	5,100	-900	-15.00%	0	0.00%	6,000	900	17.65%	
421 Total Personnel	100,086	103,744	3,658	3.65%	4,425	4.42%	104,511	767	0.74%	
432 Total Indirect Payroll costs 12.93%	10,422	11,600	1,178	11.30%	1,738	16.68%	12,160	560	4.83%	
Total Personnel and Indirect Payroll	110,508	115,344	4,836	4.38%	6,163	5.58%	116,671	1,327	1.15%	
424.11 Ad agency Commission at 15%	17,055	17,055	0	0.00%	-5,080	-29.79%	11,975	-5,080	-29.79%	
424.12 Billboards- SD Lamar only (WY xid) & Roadside	39,950	36,950	-3,000	-7.51%	-17,950	-44.93%	22,000	-14,950	-40.46%	trying to xl addtl\$947/4 wks Lamar board
424.13 Photography	0	0	0	0.00%	0	0.00%	0	0	0.00%	
424.14 Magazine ads	84,680	84,680	0	0.00%	-5,455	-6.44%	79,225	-5,455	-6.44%	Cut \$10,535 Leisure Ads/Comm.
424.15 Marketing- info bags, give-aways, Promotions, FAM T	6,000	6,000	0	0.00%	0	0.00%	6,000	0	0.00%	
424.16 Television	0	0	0	0.00%	0	0.00%	0	0	0.00%	
424.17 Ambassador Program	0	0	0	0.00%	0	0.00%	0	0	0.00%	
424.1 Sub-total Leisure Travel	147,685	144,685	-3,000	-2.03%	-28,485	-19.29%	119,200	-25,485	-17.61%	
424.21 Ad agency Commission at 13%	4,175	4,175	0	0.00%	-1,325	-31.74%	2,850	-1,325	-31.74%	
424.23 Magazine ads	20,737	20,737	0	0.00%	-1,737	-8.38%	19,000	-1,737	-8.38%	Cut \$3062 Group Ads/Comm.
424.24 Memberships/Subscriptions	7,015	3,867	-3,148	-44.88%	-3,015	-42.98%	4,000	133	3.44%	
424.2 Sub-total Group Travel/Conventions	31,927	28,779	-3,148	-9.86%	-6,077	-19.03%	25,850	-2,929	-10.18%	
424.31 Ad agency Commission at 13%	3,770	3,009	-761	-20.19%	-1,220	-32.36%	2,550	-459	-15.25%	
424.33 Co-op ads	-4,000	-1,394	1,146	-28.65%	4,000	-100.00%	0	1,394	-100.00%	No co-op ads sold to GCC airport
424.34 Ads	18,728	19,489	761	4.06%	-1,728	-9.23%	17,000	-2,489	-12.77%	Cut \$2948 Sports Ads/Comm.
424.3 Sub-total Sports/Competition	18,498	21,104	1,146	6.20%	1,052	5.69%	19,550	-1,554	-7.36%	
424.42 Web maintenance	6,000	6,000	0	0.00%	-1,000	-16.67%	5,000	-1,000	-16.67%	
424.4 Sub-total Internet	6,000	6,000	0	0.00%	-1,000	-16.67%	5,000	-1,000	-16.67%	
424.51 Business Cards, VG, stationary printing	8,000	8,000	0	0.00%	0	0.00%	8,000	0	0.00%	
424.52 Certified Folder and Display distrib.	6,000	6,000	0	0.00%	0	0.00%	6,000	0	0.00%	
424.53 Direct Mail	0	0	0	0.00%	0	0.00%	0	0	0.00%	
424.5 Sub-total Brochures	14,000	14,000	0	0.00%	0	0.00%	14,000	0	0.00%	
424.63 Bulk E-Mail Service(Admail@\$995/qtr)	3,980	3,980	0	0.00%	-980	-24.62%	3,000	-980	0.00%	changed billing package
424.6 Sub-total Fulfillment	3,980	3,980	0	0.00%	-980	-24.62%	3,000	-980	0.00%	
424.72 Grants, Bid Fees	40,000	30,000	-10,000	-25.00%	-10,000	-25.00%	30,000	0	0.00%	
424.7 Sub-total Grants	40,000	30,000	-10,000	-25.00%	-10,000	-25.00%	30,000	0	0.00%	
424.83 E-Newsletter (@\$400/mth)	4,800	2,232	-2,568	-53.50%	-2,400	-50.00%	2,400	168	7.53%	reduced frequency to 6/yr
424.85 Surveys	0	0	0	0.00%	0	0.00%	0	0	0.00%	
424.86 Other (Contingency-Media Buys)	5,000	5,000	0	0.00%	-500	-10.00%	4,500	-500	-10.00%	
424.89 iDSS Sales Software Fees	6,000	6,000	0	0.00%	400	6.67%	6,400	400	6.67%	added \$30/mth credit card processing
424.8 Sub-total Other Programs	15,800	13,232	-2,568	-16.25%	-2,500	-15.82%	13,300	68	0.51%	
420 Total OPERATIONS	388,398	377,124	-12,734	-3.28%	-41,827	-10.77%	346,571	-30,553	-8.10%	Advertising Total Cut \$19,945 (12.5%)
TOTAL EXPENSES	579,257	556,141	-25,076	-4.33%	-69,863	-12.06%	509,394	-46,747	-8.41%	
NET INCOME (LOSS)	-192,077	-221,581	-27,544	14.34%	23,543	-12.26%	-168,534	53,047	-23.94%	



Retirement Farewell Party

for

Kendall Glover

Utilities Director



Date: Friday, June 2nd

Time: 3:00 PM – 4:00 PM

Place: City West Breakroom

(Cake & Ice Cream)

