

# WORK SESSION AGENDA



**Casper City Council**  
**City Hall, Council Meeting Room**  
**Tuesday, January 28, 2020, 4:30 p.m.**

<b>Work Session Meeting Agenda</b>		Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
1.	Council Meeting Follow-Up		5 min	4:30
2.	Yellowstone Garage Retail Liquor License	Direction Requested	20 min	4:35
3.	Liquor License Review & Report - CPD	Information Only	30 min	4:55
4.	Municipal Court Update	Information Only	20 min	5:25
5.	Downtown Parking Garage	Direction Requested	30 min	5:45
6.	MEI Score Matrix Discussion (LGBTQ)	Information Only	20 min	6:15
7.	Council Goals Status Update	Information Only	20 min	6:35
8.	Agenda Review		20 min	6:55
9.	Legislative Review		10 min	7:15
10.	Council Around the Table		10 min	7:25
Approximate End Time:				7:35

We are CASPER

Communication    Accountability    Stewardship    Professionalism    Efficiency    Responsiveness

January 23, 2020

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

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk  
Carla Mills-Laatsch, Licensing Specialist

SUBJECT: Request to set aside one Bar and Grill liquor license and Rescind Stipulations associated with Retail Liquor License No. 37, Charger Holdings, LLC d/b/a Yellowstone Garage.

Meeting Type & Date

Work Session  
January 28, 2020

Action type

Direction Requested

Recommendation

That council evaluate the public comment and request and provide direction to staff.

Summary

On September 6, 2016, City Council approved the issuance of the Retail liquor license to Charger Holdings, LLC d/b/a Yellowstone Garage with the following restrictions:

“This Retail Liquor License shall be restricted to its use only at 355 West Yellowstone, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Retail Liquor License by the applicant, a subsequent purchaser or lessee of the real property from the applicant, or by operation of law, this Retail Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.”

Recently, the City of Casper received a request from John Huff to set aside one bar and grill liquor license. He has also requested the conditions and restrictions for Retail Liquor License No. 37 be amended by the City Council so he may transfer the Retail Liquor License currently at Yellowstone Garage to the newly remodeled The Hall on Ash building located at 355 South Ash. He will then apply for a bar and grill license for Yellowstone Garage. If this request is granted, there will be no remaining bar and grill licenses available.

At the January 7, 2020 Pre-Session City Council asked to receive feedback from the public regarding this request. The open time for comment started January 10, 2020 and ended January 23, 2020.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist



Attachments

Public Comment spreadsheet

Public Comment on Liquor License move

Name	Date received	Comment
Don Stockman	1/18/2020	The Hall on Ash is a welcomed addition to the OYD as a reception hall for special events and having the ability to serve adult beverages is paramount for it's continued success. While the Hall is not a bar or a dinner restaurant, the events held there increase activity in downtown Casper and potentially support other businesses in the area.

January 21, 2020

TO: J. Carter Napier, City Manager   
FROM: Keith McPheeters, Chief of Police   
SUBJECT: Annual City of Casper Liquor License Review and Report

Meeting Type & Date

Work Session, January 28, 2020

Recommendation

Information only.

Summary

Attached is the annual City of Casper Liquor License Review for the 2019 calendar year.

During the calendar year, in accordance with State of Wyoming grant funding, multiple compliance operations were conducted. Thirteen (13) businesses failed the compliance check, with one business failing twice. This is down from fifteen (15) failures last year.

In August of 2019, the newly revised City of Casper Ordinances involving the sale of alcohol took effect. These new ordinances primarily eliminated the demerit system and instituted an expectation of mandatory server training.

Although it is too early to accurately determine the impact of these new ordinances, one set of data may indicate a positive impact which mandatory server training had on the preventable crime of DUI. Although the tracking of DUI arrests is dependent on many factors, the occurrence and frequency of alcohol-involved crashes is a better indicator of the overall trends surrounding the number and frequency of DUI drivers.

From January through August, the Casper Police Department experienced an alarming increase in alcohol-involved crashes, responding to a 90% increase in alcohol-involved crashes (40) over 2018 (21). The new Ordinance which mandated server training took effect in mid-August. From September to December, the Casper Police Department experienced a 33% reduction in alcohol-involved crashes (16), compared to 2018 (24) for the same time period.

These results may be a strong indicator that the new ordinances were effective at reducing the harm of DUI in our community.

Attachments

2019 City of Casper Liquor License Review

2019

# City of Casper Liquor License Review



CITY OF CASPER  
POLICE DEPARTMENT

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January 21, 2020

TO: J. Carter Napier, City Manager  
FROM: Keith McPheeters, Chief of Police  
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These results may be a strong indicator that the new ordinances were effective at reducing the harm of DUI in our community.

Attachments

2019 City of Casper Liquor License Review



## 2019 Alcohol Compliance Summary

<b>Retailer</b>	<b>Date</b>	<b>Violation</b>	<b>Sited for C5.08.360 – Right of Entry Inspection. Selling Liquor To A Minor</b>	<b>Disposition</b>
Courtyard by Marriott 4260 Hospitality	11/6/2019	Sell to Minor	Yes	Guilty
Horse Palace 71 SE Wy BLVD	11/6/2019	Sell to Minor	Yes	Guilty
JS Chinese 116 W 2nd	12/27/2019	Sell to Minor	Yes	Awaiting Trial 1/30/2020
La Costa 1600 E 2 <sup>nd</sup> ST	12/18/2019	Sell to Minor	Yes	Awaiting Trial 1/21/2020
Moonlight 2305 E 12th St	4/30/2019	Sell to Minor	Yes	Guilty
Shogun Restaurant 3095 Talon Dr. #400	10/23/2019	Sell to Minor	Yes	Not Guilty
VFW Post 10677 429 N Elk St	12/18/2019	Sell to Minor	Yes	Awaiting Trial 1/21/2020
2nd Street Liquor & Wine 939 E 2 <sup>nd</sup> ST # 500	12/18/2019	Sell to Minor	Yes	Awaiting Trial 1/21/2020
307 Sunrise 4370 S Poplar	11/27/2019	Sell to Minor	Yes	Guilty No Contest
Denny's 4220 Hospitality Lan	4/23/2019	Sell to Minor	Yes	Guilty
Party Time Liquors 1335 S McKinley	4/30/2019	Sell to Minor	Yes	Guilty
Duke's/Ramada Plaza 300 W F St	5/23/2019	Sell to Minor	Yes	Guilty
C85 Galles Liquor 748 E Yellowstone	9/23/2019	Sell to Minor	Yes	Guilty
Moonlight 2305 E 12th St	11/27/2019	Sell to Minor	Yes	Guilty

2019 City of Casper Liquor License Review

On Premise Locations

**30H7 HOSPITALITY LLC**

*C85 @ THE WONDER BAR*

*License Type: Bar*

*Address: 256 S CENTER ST*

*Total Calls: 5*

*Possible Alcohol Related Calls: 3*

Accident PD	1
Fire assist	1
Parking Problem	1
Reddi	2

**666 Restaurant, Inc**

*House of Sushi*

*License Type: Restaurant*

*Address: 260 S CENTER ST*

*Total Calls: 1*

*Possible Alcohol Related Calls: 1*

Citizen Comp	1
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**71 SE WYOMING BLVD LLC**

*HORSE PALACE (THE)*

*License Type: Bar & Grill*

*Address: 71 SE WYOMING BLVD*

*Total Calls: 29*

*Possible Alcohol Related Calls: 15*

911-Welfare	1
Accident PD	1
Alarm Security	7
Alcohol Offense	1
Citizen Comp	1
Disturbance	1
Hit and Run	5
Property Lost	1
Public Intox	1

Suspicious	2
Wanted Person	4
Welfare Check	4

**Adega LLC**

*Qdoba Eats*

*License Type: Bar & Grill*

*Address: 5030 E 2<sup>nd</sup> ST*

*Total Calls: 0*

*Possible Alcohol Related Calls: 0*

**ALBERTSONS LIQUORS INC**

*ALBERTSONS LIQUORS #60*

*License Type: Package Store*

*Address: 1076 CY AVE*

*Total Calls: 107*

*Possible Alcohol Related Calls: 21*

911-Welfare	3
Accident PD	5
Accident PI	3
Animal Problem	2
Attempt-Locate	1
Citizen Assist	1
Citizen Comp	1
Disturbance	2
Drugs	3
EMS Assist	1
Family Fight	1
Fraud	1
Hit and Run	3
Public Intox	3
Reddi	4
Shoplifting	14
Shots Fired	1
Sick Animal	2
Stray Animal	5
Suspicious	2
Theft	3
Threatening	1
Traffic Stop	43
Wanted Person	1
Welfare Check	1

**ALBERTSONS LLC**

*ALBERTSONS #62*

*License Type: Package Store*

*Address: 2625 EAST 2ND ST*

*Total Calls: 101*

*Possible Alcohol Related Calls: 28*

911-Welfare	4
Accident PD	4
Accident PI	1
Animal Problem	11
Attempt-Locate	3
Citizen Assist	3
Citizen Comp	2
Dead Animal	1
Disturbance	1
EMS Assist	2
Fight	1
FVPA Violation	1
Hit and Run	2
Parking Problem	3
Property Found	2
Public Intox	2
Reddi	4
Shoplifting	5
Stray Animal	5
Suspicious	3
Theft	3
Traffic Stop	30
Vehicle Theft	2
Wanted Person	1
Welfare Check	5

**ALEJANDRO ROSALES**

*TACOS MEXICO*

*License Type: Restaurant*

*Address: 2117A E 12TH ST*

*Total Calls: 1*

*Possible Alcohol Related Calls: 1*

Public Intox	1
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## **Alibi Bar & Lounge**

*License Type: Combo Bar & Package Store*

*Address: 1740 E YELLOWSTONE HWY*

*Total Calls: 37*

*Possible Alcohol Related Calls: 12*

Hit and Run	4
Traffic Stop	8
Wanted Person	2
Accident PD	2
Welfare Check	2
Disturbance	1
Assault	1
Attempt-Locate	1
Wanted Person	1
Fight	1
Disturbance	1
Suicidal Subj	1
Animal Problem	1
Indecent Exp	1
Information	1
Fight	1
911-Welfare	1
Suspicious	1
Information	1
Reddi	1
Unconsciousness	1
Wanted Person	1
Animal Problem	1
Assault	1
911-Welfare	1

## **ALROG INC**

*MOONLIGHT LIQUORS*

*License Type: Combo Bar & Package Store*

*Address: 2305 E 12TH ST*

*Total Calls: 16*

*Possible Alcohol Related Calls: 10*

911-Welfare	2
Alcohol Offense	2
Animal Problem	1
Assault	2
Burglary Auto	1
Disturbance	1
Fight	1
Hit and Run	1

Power Line Down	1
Reddi	2
Traffic Stop	2

**AMOCO REUSE AGREEMENT JOINT POWERS BOARD**

**THREE CROWNS GOLF CLUB**

*License Type: Bar*

*Address: 1601 KING BLVD*

*Total Calls: 10*

*Possible Alcohol Related Calls: 2*

Alarm Security	2
Animal Bite	1
Citizen Assist	1
Citizen Comp	1
Dead Animal	1
Property Damage	1
Stray Animal	2
Unconsciousness	1

**Armor's Restaurant**

*License Type: Retail*

*Address: 3422 S ENERGY LANE*

*Total Calls: 14*

*Possible Alcohol Related Calls: 3*

Citizen Assist	1
Motorist Assist	1
Reddi	3
Stray Animal	2
Theft	1
Traffic Hazard	1
Traffic Stop	5

**BACKWARDS DISTILLING COMPANY LLC**

**BACKWARDS DISTILLING COMPANY SATELLITE**

*License Type: Combo Bar & Package Store*

*Address: 214 S WOLCOTT*

*Total Calls: 0*

*Possible Alcohol Related Calls: 0*

**Bosco's**

*License Type: Restaurant*

*Address: 847 E A ST*

*Total Calls: 2*

*Possible Alcohol Related Calls: 0*

Suicide Attempt	1
Citizen Comp	1

**BPO ELKS #1353**

*ELKS LODGE #1353*

*License Type: Bar*

*Address: 108 E 7TH ST*

*Total Calls: 4*

Alarm Security	3
Parking Problem	1

**BREWSTORY LLC**

*FRONTIER BREWING COMPANY*

*License Type: Combo Bar & Package Store*

*Address: 117 E 2ND ST*

*Total Calls: 2*

*Possible Alcohol Related Calls: 1*

Hit and Run	1
Parking Problem	1

**CABIN CREEK GOLF LLC**

*PARADISE VALLEY COUNTRY CLUB*

*License Type: Bar*

*Address: 70 MAGNOLIA*

*Total Calls: 6*

*Possible Alcohol Related Calls: 2*

911-Welfare	1
Attempt-Locate	2
Hit and Run	1
Theft	1
Vicious Animal	1

## **CASPER DAVES LLC**

*WYOMING ALE WORKS*

*License Type: Bar & Grill*

*Address: 5900 EAST 2ND ST*

*Total Calls: 34*

*Possible Alcohol Related Calls: 14*

911-Welfare	3
Accident PI	2
Assault	1
Family Fight	1
Fire assist	1
Misc. FIRE	1
Public Intox	7
Reddi	1
Threatening	1
Traffic Stop	16

## **CASPER HOSPITALITY LLC**

*COURTYARD BY MARRIOTT*

*License Type: Bar*

*Address: 4260 HOSPITALITY LN*

*Total Calls: 23*

*Possible Alcohol Related Calls: 18*

911-Welfare	1
Alcohol Offense	1
Citizen Assist	3
Citizen Comp	2
Fire assist	2
Stray Animal	3
Suspicious	6
Traffic Stop	1
Wanted Person	1
Welfare Check	3
911-Welfare	1
Alcohol Offense	1
Citizen Assist	3
Citizen Comp	2
Fire assist	2
Stray Animal	3
Suspicious	6
Traffic Stop	1
Wanted Person	1
Welfare Check	3



**CASPER INN LLC**

*HOLIDAY INN*

*License Type: Bar*

*Address: 721 GRANITE PEAK DR*

*Total Calls: 28*

*Possible Alcohol Related Calls: 1*

911-Welfare	13
Animal Problem	1
Assault	2
Burglary Auto	1
Citizen Assist	2
Disturbance	2
Drugs	1
Family Fight	1
Fire assist	1
Parking Problem	1
Property Lost	1
Stray Animal	1
Suspicious	1

**CASPER MUSTANG POST VFW 10677**

*VFW POST 10677*

*License Type: Bar*

*Address: 420 N ELK*

*Total Calls: 1*

*Possible Alcohol Related Calls: 1*

Alcohol Offense	1
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**CASPER SHRINE CLUB**

*SHRINE CLUB*

*License Type: Bar*

*Address: 1501 W 39TH AVE*

*Total Calls: 2*

*Possible Alcohol Related Calls: 1*

Unconsciousness	1
Stray Animal	1

**CASPER VFW MEMORIAL POST 9439**

*CASPER VFW MEMORIAL POST 9439*

*License Type: Bar*

*Address: 1800 BRYAN STOCK TRL*

*Total Calls: 10*

*Possible Alcohol Related Calls: 1*

Alarm Security	8
Citizen Assist	1
Disturbance	1

**CHARGER HOLDINGS LLC**

*YELLOWSTONE GARAGE*

*License Type: Bar*

*Address: 355 W YELLOWSTONE*

*Total Calls: 8*

*Possible Alcohol Related Calls: 5*

911-Welfare	2
Alcohol Offense	1
Hit and Run	1
Juvenile Prob	1
Littering	1
Reddi	1
Suspicious	1

**CHILDS CORP**

*LA COCINA MEXICAN RESTAURANT*

*License Type: Restaurant*

*Address: 321 EAST E ST*

*Total Calls: 11*

*Possible Alcohol Related Calls: 1*

Alarm Security	7
Citizen Assist	1
Theft	1
Traffic Stop	1
Welfare Check	1

**CITY OF CASPER**

*HOGADON BASIN SKI AREA*

*License Type: Bar*

*Address: 2500 W HOGADON RD*

*Total Calls: 0*

*Possible Alcohol Related Calls: 0*

**CITY OF CASPER WYOMING**

*19TH HOLE (THE)*

*License Type: Bar*

*Address: 2120 ALLENDALE BLVD*

*Total Calls: 21*

*Possible Alcohol Related Calls: 7*

911-Welfare	4
Alarm Security	10
Animal Problem	2
Property Damage	1
Public Intox	2
Stray Animal	1
Unconsciousness	1

**DORSEY VAN GALLOWAY**

*GALLOWAYS IRISH PUB*

*License Type: Bar*

*Address: 2800 CY AVE*

*Total Calls: 58*

*Possible Alcohol Related Calls: 22*

911-Welfare	4
Agency Assist	1
Animal Problem	2
Assault	1
Attempt-Locate	2
Citizen Assist	1
Disturbance	1
Drugs	1
Fight	5
Found Child	1
Fraud	2
Harassment	1
Hit and Run	1
Property Lost	1
Public Intox	2
Reddi	2
Stray Animal	2
Suicidal Subj	1

Suspicious	3
Theft	2
Traffic Stop	12
Trespassing	1
Unconsciousness	1
Wanted Person	5
Weapon Offense	1
Welfare Check	2

**DOUBLE C HOSPITALITY LLC**

*C85 @ GALLES LIQUOR MART*

*License Type: Package Store*

*Address: 748 E YELLOWSTONE*

*Total Calls: 30*

*Possible Alcohol Related Calls: 9*

Alarm Security	2
Assault	1
Citizen Assist	1
Hit and Run	1
Indecent Exp	1
Public Intox	2
Reddi	3
Robbery	1
Shoplifting	7
Sick Animal	1
Stray Animal	2
Suspicious	2
Traffic Stop	4
Vehicle Theft	1
Wanted Person	1

**EDG LLC**

*Qdoba Eats*

*License Type: Bar & Grill*

*Address: 4009 CY Ave*

*Total Calls: 8*

*Possible Alcohol Related Calls: 1*

Reddi	1
Wanted Person	1
Alarm Security	2
Property Found	1
911-Welfare	3

**EL BURRO LOCO LLC**

*BURRO LOCO*

*License Type: Restaurant*

*Address: 2333 E YELLOWSTONE HWY*

*Total Calls: 8*

*Possible Alcohol Related Calls: 1*

Hit and Run	1
Traffic Stop	7

**FIRE ROCK HOSPITALITY GROUP LLC**

*FIRE ROCK STEAKHOUSE*

*License Type: Bar*

*Address: 6100 E 2ND ST*

*Total Calls: 25*

*Possible Alcohol Related Calls: 1*

911-Welfare	4
Accident PD	2
Alarm Security	3
Animal Problem	2
Attempt-Locate	1
Defraud Inn	1
Disturbance	1
Fire assist	2
Hit and Run	1
Information	1
Reddi	3
Structure FIRE	1
Theft	1
Traffic Stop	1
Wanted Person	1

**FIREHOUSE PIZZA WOOD FIRED**

*FIREHOUSE PIZZA WOOD FIRED*

*License Type: Restaurant*

*Address: 395 NEWPORT STE 1*

*Total Calls: 0*

*Possible Alcohol Related Calls: 0*

## **FRATERNAL ORDER OF EAGLES #306**

### *EAGLES LODGE*

*License Type: Bar*

*Address: 306 N DURBIN*

*Total Calls: 13*

*Possible Alcohol Related Calls: 4*

911-Welfare	1
Accident PD	1
Alarm Security	5
Disturbance	1
Hit and Run	2
Property Damage	1
Public Intox	1
Welfare Check	1

## **FROSTY BEV LLC**

### *FROSTY LOUNGE*

*License Type: Bar*

*Address: 520 S CENTER*

*Total Calls: 6*

*Possible Alcohol Related Calls: 1*

Assault	1
Citizen Assist	1
Disturbance	3
Motorist Assist	1

## **GLOBAL SPECTRUM LP**

### *CASPER EVENTS CENTER*

*License Type: Bar*

*Address: 1 EVENTS DR*

*Total Calls: 57*

*Possible Alcohol Related Calls: 27*

911-Welfare	13
Accident PD	2
Accident PI	2
Animal Problem	2
Assault	3
Citizen Assist	3
Dead Animal	1
Disturbance	1
Fight	1
Fire assist	6
Fraud	1
Hit and Run	1

Parking Problem	1
Public Intox	4
Reddi	5
Sex Offense	2
Stray Animal	1
Suspicious	2
Threatening	3
Unconsciousness	1
Vehicle Theft	1
Welfare Check	1

**GOLD CROWN LLC**

*PARADISE VALLEY LIQUORS*

*License Type: Package Store*

*Address: 401 VALLEY DR*

*Total Calls: 7*

*Possible Alcohol Related Calls: 2*

911-Welfare	1
Alarm Security	3
Dead Animal	1
Stray Animal	1
Unconsciousness	1

**GOOD 2 GO STORES LLC**

*GOOD 2 GO #216*

*License Type: Package Store*

*Address: 1968 EAST YELLOWSTONE HWY*

*Total Calls: 19*

*Possible Alcohol Related Calls: 4*

911-Welfare	1
Accident PD	4
Animal Problem	1
Attempt-Locate	1
Extra Patrol	1
Fraud	1
Hit and Run	1
Reddi	1
Shoplifting	4
Suspicious	1
Traffic Stop	2
Trespassing	1

## **GRUNER BROTHERS BREWING**

*GRUNER BROTHERS BREWING*

*License Type: Combo Bar & Package Store*

*Address: 1301 WILKINS CIR*

*Total Calls: 8*

*Possible Alcohol Related Calls: 1*

911-Welfare	1
Alarm Holdup	1
Alarm Security	5
Animal Problem	1

## **HIGHEND HOTEL GROUP OF AMERICA LLC**

*RAMADA PLAZA RIVERSIDE & CONVENTION CTR CASP*

*License Type: Bar*

*Address: 300 W F ST*

*Total Calls: 114*

*Possible Alcohol Related Calls: 56*

911-Welfare	13
Accident PD	3
Agency Assist	2
Alcohol Offense	1
Assault	2
Burglary Auto	1
Citizen Assist	9
Citizen Comp	5
Disturbance	10
Drugs	4
EMS Assist	1
Family Fight	1
Fight	1
Fire assist	3
Hit and Run	1
Littering	1
Loud Music	2
Property Damage	1
Property Lost	1
Public Intox	7
Runaway Juvenile	1
Stray Animal	4
Suicidal Subj	1
Suspicious	6
Theft	3
Threatening	1
Traffic Stop	9
Trespassing	2
Vandalism	1
Wanted Person	8
Welfare Check	9



**HIMALAYAN CUISINE LLC**

*HIMALAYAN CUISINE*

*License Type: Restaurant*

*Address: 232 E 2ND ST #100B*

*Total Calls: 11*

*Possible Alcohol Related Calls: 4*

911-Welfare	2
Citizen Assist	2
Citizen Comp	2
Information	1
Parking Problem	1
Property Found	1
Public Intox	1
Welfare Check	1

**JJM CW HOSPITALITY INC**

*DENNYS DINNER*

*License Type: Restaurant*

*Address: 4220 HOSPITALITY LN*

*Total Calls: 17*

*Possible Alcohol Related Calls: 6*

911-Welfare	2
Alcohol Offense	1
Animal Problem	2
Citizen Assist	2
Civil Standby	1
Hit and Run	2
Property Damage	1
Suspicious	1
Theft	1
Trespassing	1
Unconsciousness	2
Welfare Check	1

**JOHNNY JS BAR & GRILL LLC**

*JS PUB & GRILL*

*License Type: Bar & Grill*

*Address: 3201 SW WYOMING BLVD*

*Total Calls: 13*

*Possible Alcohol Related Calls: 4*

911-Welfare	2
Alarm Security	1
Burglary Auto	1
Dead Animal	1

Hit and Run	1
Juvenile Prob	1
Missing Animal	1
Reddi	1
Theft	1
Traffic Stop	1
Wanted Person	2

**JOHNSON RESTAURANT GROUP INC**

*CY DISCOUNT LIQUOR*

*License Type: Combo Bar & Package Store*

*Address: 840 CY AVE*

*Total Calls: 20*

*Possible Alcohol Related Calls: 2*

Accident PD	2
Accident PI	2
Assault	1
Citizen Assist	1
Property Damage	2
Shooting	1
Shoplifting	1
Threatening	1
Traffic Stop	9

**JUAN ROSALES**

*DON JUANS MEXICAN RESTAURANT*

*License Type: Restaurant*

*Address: 144 S CENTER*

*Total Calls: 2*

*Possible Alcohol Related Calls: 2*

911-Welfare	2
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**KEG & CORK INC**

*KEG & CORK (THE)*

*License Type: Combo Bar & Package Store*

*Address: 5371 BLACKMORE RD*

*Total Calls: 21*

*Possible Alcohol Related Calls: 12*

911-Welfare	2
Animal Problem	2
Assault	2
Citizen Assist	2
Dead Animal	1
Disturbance	4

Extra Patrol	1
Fight	1
Harassment	1
Public Intox	1
Reddi	1
Robbery	1
Traffic Stop	2

**KET LLC**

*EGGINGTONS*

*License Type: Restaurant*

*Address: 229 E 2ND ST*

*Total Calls: 4*

*Possible Alcohol Related Calls: 1*

Burglary Busine	1
911-Welfare	1
Suicidal Subj	1
Theft	1

**KOTO CASPER INC**

*KOTO RESTAURANT*

*License Type: Restaurant*

*Address: 5091 E 2ND ST*

*Total Calls: 2*

*Possible Alcohol Related Calls: 1*

Theft	1
911-Welfare	1

**L & L LIQUORS INC**

*LIQUOR SHED*

*License Type: Package Store*

*Address: 4241 E 2ND ST*

*Total Calls: 26*

*Possible Alcohol Related Calls: 7*

911-Welfare	1
Accident PD	3
Agency Assist	1
Alarm Security	1
Attempt-Locate	1
Citizen Assist	1
Disturbance	1
Drugs	1
Fight	2
Fraud	1

Hit and Run	1
Public Intox	1
Runaway Juvenile	1
Shoplifting	1
Traffic Stop	7
Unconsciousness	1
Vehicle Theft	1

**LOS ESPINOS INC**  
*LA COSTA MEXICAN RESTAURANT*  
*License Type: Restaurant*  
 Address: 1600 EAST 2ND ST  
 Total Calls: 7  
*Possible Alcohol Related Calls: 4*

911-Welfare	1
Alarm Security	1
Alcohol Offense	1
EMS Assist	1
Harassment	1
Hit and Run	1
Traffic Stop	1

**LUDOVICO**  
*LUDOVICO*  
*License Type: Restaurant*  
 Address: 3095 TALON DR STE 1  
 Total Calls: 13  
*Possible Alcohol Related Calls: 1*

911-Welfare	1
Accident PD	2
Alarm Security	9
Burglary Auto	1

**MARCOS COAL FIRED PIZZA CASPER LLC**  
*RACCAS PIZZERIA NAPOLETANA*  
*License Type: Bar & Grill*  
 Address: 430 S ASH ST  
 Total Calls: 15  
*Possible Alcohol Related Calls: 6*

911-Welfare	3
Accident PD	1
Animal Problem	2
Burglary Auto	1
Disturbance	1

Drugs	2
Fire assist	2
Hit and Run	1
Traffic Stop	1
Welfare Check	1

**MARVIN PIEL FAMILY LLC**

*TOWER (THE)*

*License Type: Bar & Grill*

*Address: 100 N CENTER ST*

*Total Calls: 4*

*Possible Alcohol Related Calls: 1*

Parking Problem	2
Traffic Stop	1
Hit and Run	1

**MODERN ELECTRIC COMPANY**

*WYOMING BOOTLEGGER LIQUOR*

*License Type: Package Store*

*Address: 100 N ASH*

*Total Calls: 1*

*Possible Alcohol Related Calls: 0*

Alarm Security	1
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**MORENO AND MORENO LLC**

*GUADALAJARA FAMILY MEXICAN RESTAURANT*

*License Type: Bar & Grill*

*Address: 3350 CY AVE*

*Total Calls: 9*

*Possible Alcohol Related Calls: 4*

911-Welfare	2
Fire assist	1
Reddi	1
Stray Animal	1
Suspicious	1
Traffic Stop	2
Vehicle Theft	1

**MOYLE PETROLEUM COMPANY**

*OUTLET LIQUOR & TOBACCO*

*License Type: Package Store*

*Address: 627 N POPLAR*

*Total Calls: 17*

*Possible Alcohol Related Calls: 1*

Alarm Security	1
Hit and Run	1
Property Found	1
Shoplifting	11
Sick Animal	1
Traffic Stop	2

**NEW CHOPSTIX ASIAN BISTRO CASPER INC**

*CHOPSTIX ASIAN BISTRO*

*License Type: Restaurant*

*Address: 1937 E 2ND ST*

*Total Calls: 1*

*Possible Alcohol Related Calls: 1*

911-Welfare	1
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**OC CASPER LLC**

*OLD CHICAGO*

*License Type: Bar*

*Address: 3580 E 2ND ST*

*Total Calls: 44*

*Possible Alcohol Related Calls: 15*

911-Welfare	4
Accident PD	1
Accident PI	1
Alarm Security	2
Animal Problem	1
Attempt-Locate	1
Burglary Auto	2
Defraud Inn	1
Fire assist	1
Fuel Spill	1
Hit and Run	6
Property Lost	1
Public Intox	1
Reddi	3
Traffic Hazard	1
Traffic Stop	16
Welfare Check	1

**OFFICE BAR AND GRILL INC (THE)**

*OFFICE BAR AND GRILL (THE)*

*License Type: Bar*

*Address: 520 S ASH ST*

*Total Calls: 17*

*Possible Alcohol Related Calls: 11*

911-Welfare	4
Accident PD	2
Animal Problem	1
Assault	1
Citizen Comp	1
Fight	1
Hit and Run	2
Public Intox	1
Reddi	1
Stray Animal	1
Traffic Stop	2

**OG OF CASPER INC**

*OLIVE GARDEN ITALIAN RESTAURANT #1828*

*License Type: Bar & Grill*

*Address: 5070 E 2ND ST*

*Total Calls: 32*

*Possible Alcohol Related Calls: 6*

911-Welfare	2
Accident PD	1
Alarm Security	2
Animal Problem	3
Burglary Auto	4
Choking	1
Citizen Assist	1
Extra Patrol	3
Property Damage	1
Property Found	1
Stray Animal	2
Suspicious	1
Theft	2
Traffic Stop	6
Unconsciousness	1
Welfare Check	1

**ONE TWO NINE HOSPITALITY LLC**

*C85 THE BRANDING IRON*

*License Type: Bar*

*Address: 129 W 2ND ST*

*Total Calls: 20*

*Possible Alcohol Related Calls: 2*

911-Welfare	1
Accident PD	1
Alarm Security	14
Alcohol Offense	1
Parking Problem	1
Structure FIRE	1
Wanted Person	1

**PARTYTIME INC**

*PARTYTIME LIQUORS*

*License Type: Package Store*

*Address: 1335 SOUTH MCKINLEY*

*Total Calls: 10*

*Possible Alcohol Related Calls: 5*

Alcohol Offense	1
Hit and Run	2
Stray Animal	2
Suspicious	3
Trespassing	1
Welfare Check	1

**PROPPER MANAGEMENT LLC**

*307 SUNRISE (THE)*

*License Type: Combo Bar & Package Store*

*Address: 4370 S POPLAR ST*

*Total Calls: 16*

*Possible Alcohol Related Calls: 2*

Alarm Security	14
Alcohol Offense	1
Public Intox	1



**R & M BEVERAGE CO INC**

*RAMKOTA HOTEL*

*License Type: Bar*

*Address: 800 NORTH POPLAR*

*Total Calls: 89*

*Possible Alcohol Related Calls: 35*

911-Welfare	10
Accident PD	7
Assault	1
Citizen Assist	11
Citizen Comp	2
Defraud Inn	1
Disturbance	11
Drugs	1
Family Fight	4
Fight	1
Fire assist	2
Fraud	1
Hit and Run	2
Juvenile Prob	1
K9 Demo	1
Missing Animal	1
Missing Person	2
Property Found	1
Public Intox	6
Reddi	2
Stray Animal	1
Suicidal Subj	1
Suspicious	4
Telephone Ord	1
Theft	3
Traffic Stop	1
Trespassing	2
Unconsciousness	1
Vicious Animal	1
Wanted Person	4
Welfare Check	2

**RED LOBSTER HOSPITALITY LLC**

*RED LOBSTER #6374*

*License Type: Bar*

*Address: 5010 EAST 2ND ST*

*Total Calls: 12*

*Possible Alcohol Related Calls: 5*

911-Welfare	4
Alarm Security	1

Attempt-Locate	1
Dead Animal	1
Hit and Run	1
Lockout	1
Traffic Stop	1
VIN Inspection	2

**Rib & Chop**

*C85 @ THE WONDER BAR*

*License Type: Bar & Grill*

*Address: 256 S CENTER ST*

*Total Calls: 1*

*Possible Alcohol Related Calls: 0*

Accident PD	1
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**RIDLEYS FAMILY MARKETS INC**

*RIDLEYS FAMILY MARKETS*

*License Type: Package Store*

*Address: 3035 CY AVE*

*Total Calls: 4*

*Possible Alcohol Related Calls: 1*

Traffic Stop	1
Dead Animal	1
Citizen Comp	1
Animal Problem	1

**ROARING 22 LLC**

*GASLIGHT SOCIAL (THE)*

*License Type: Bar*

*Address: 314 WEST MIDWEST AVE*

*Total Calls: 49*

*Possible Alcohol Related Calls: 42*

911-Welfare	1
Animal Problem	1
Assault	1
Attempt-Locate	2
Civil Standby	1
Disturbance	4
EMS Assist	1
Extra Patrol	1
Fight	17
Hit and Run	1
Parking Problem	2
Property Damage	1

Property Lost	1
Public Intox	2
Reddi	3
Sick Animal	1
Theft	2
Traffic Stop	3
Unconsciousness	1
Wanted Person	1
Welfare Check	2

**SAMS WEST INC**

*SAMS CLUB #6425*

*License Type: Package Store*

*Address: 4600 E 2ND ST*

*Total Calls: 71*

*Possible Alcohol Related Calls: 21*

911-Welfare	7
Accident PD	8
Alarm Holdup	5
Alarm Security	5
Animal Problem	4
Attempt-Locate	2
Disturbance	1
Fire assist	7
Hit and Run	5
Property Damage	2
Property Lost	2
Public Intox	1
Reddi	2
Shoplifting	1
Stray Animal	1
Suspicious	4
Theft	6
Traffic Stop	5
Wanted Person	1
Welfare Check	2

**SCREAMIN HOT WYOMING LLC**

*Buffalo Wild Wings*

*License Type: Bar & Grill*

*Address: 5071 E 2ND ST*

*Total Calls: 23*

*Possible Alcohol Related Calls: 7*

911-Welfare	3
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Accident PD	1
Accident PI	2
Alarm Holdup	1
Alarm Security	1
Attempt-Locate	1
Citizen Assist	1
Disturbance	1
EMS Assist	1
Fire assist	1
Hit and Run	1
Reddi	1
Traffic Stop	5
Unconsciousness	1
Wanted Person	1
Welfare Check	1

**SHOGUN RESTAURANT MANAGEMENT INC**

*SHOGUN RESTAURANT*

*License Type: Restaurant*

*Address: 3095 TALON DR #400*

*Total Calls: 23*

*Possible Alcohol Related Calls: 4*

911-Welfare	2
Alarm Security	14
Alcohol Offense	1
Burglary Auto	1
Defraud Inn	1
Juvenile Prob	1
Parking	1
Reddi	1
Unsecure Premis	1

**SKULL TREE BREWING LLC**

*SKULL TREE BREWING*

*License Type: Combo Bar & Package Store*

*Address: 1530 BURLINGTON AVE*

*Total Calls: 0*

*Possible Alcohol Related Calls: 0*

**SMITHS FOOD & DRUG CENTERS INC**

*SMITHS FOOD & DRUG #185*

*License Type: Package Store*

*Address: 2405 CY AVE*

*Total Calls: 90*

*Possible Alcohol Related Calls: 29*

911-Welfare	10
Accident PD	7
Accident PI	2
Alarm Misc	1
Animal Problem	3
Attempt-Locate	4
Burglary Auto	1
Citizen Assist	3
Disturbance	1
Drugs	1
Hit and Run	5
Juvenile Prob	1
Lockout	1
Loitering	1
Parking Problem	2
Property Damage	1
Property Found	1
Public Intox	2
Reddi	1
Shoplifting	3
Sick Animal	1
Stray Animal	1
Suicidal Subj	1
Suspicious	8
Theft	3
Traffic Stop	17
Unconsciousness	1
Vehicle Theft	1
Wanted Person	1
Welfare Check	5

**SRIPHAIBOON LLC**

*DSASUMO*

*License Type: Bar & Grill*

*Address: 320 WEST FIRST ST*

*Total Calls: 3*

*Possible Alcohol Related Calls: 2*

Juvenile Prob	1
Hit and Run	1
Citizen Comp	1

**TABLE MOUNTAIN VINEYARDS LLC**

*TABLE MOUNTAIN VINEYARDS SATELLITE*

*License Type: Combo Bar & Package Store*

*Address: 731 E 2ND ST*

*Total Calls: 2*

*Possible Alcohol Related Calls: 1*

Property Damage	1
Citizen Comp	1

**THAI KITCHEN CASPER LLC**

*THAI KITCHEN*

*License Type: Restaurant*

*Address: 1120 E 12TH ST*

*Total Calls: 1*

*Possible Alcohol Related Calls: 0*

Gas Leak	1
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**THW INC**

*JS CHINESE RESTAURANT*

*License Type: Restaurant*

*Address: 116 W 2ND ST*

*Total Calls: 2*

*Possible Alcohol Related Calls: 1*

Fraud	1
Alcohol Offense	1

**TIN SHACK LLC**

*POPLAR WINES & SPIRITS*

*License Type: Combo Bar & Package Store*

*Address: 1016 S POPLAR*

*Total Calls: 10*

*Possible Alcohol Related Calls: 2*

Property Damage	1
Property Found	2
Public Intox	1
Reddi	1
Theft	1
Traffic Stop	3
Wanted Person	1

## **TRAVIS TAYLOR**

### *COCKTAILS*

*License Type: Package Store*

*Address: 138 S KIMBALL*

*Total Calls: 20*

*Possible Alcohol Related Calls: 3*

911-Welfare	1
Alarm Security	8
Assault	2
EMS Assist	1
Property Damage	1
Traffic Stop	3
Vehicle Theft	1
Wanted Person	2
Welfare Check	1

## **TRIGILD INC**

### *HILTON GARDEN INN*

*License Type: Bar*

*Address: 1150 N POPLAR ST*

*Total Calls: 45*

*Possible Alcohol Related Calls: 28*

911-Welfare	18
Accident PD	2
Assault	1
Citizen Assist	1
Disturbance	2
Drugs	1
Family Fight	1
Fire assist	3
Fraud	1
Harassment	1
Hit and Run	3
Property Damage	1
Property Lost	1
Sex Offense	1
Theft	2
Traffic Stop	4
Unconsciousness	1
Welfare Check	1

## **TRIPLE C FOOD & BEVERAGE LLC**

*C85 @ THE PUMP ROOM*

*License Type: Bar*

*Address: 739 N CENTER ST*

*Total Calls: 16*

*Possible Alcohol Related Calls: 6*

911-Welfare	1
Accident PD	3
Alarm Security	1
Assault	2
Attempt-Locate	1
Citizen Comp	1
Dead Animal	1
Stray Animal	1
Suspicious	2
Traffic Stop	2
Welfare Check	1

## **UJVARY ENTERPRISES LLC**

*FORT SALOON N EATERY (THE)*

*License Type: Bar & Grill*

*Address: 500 WEST F ST*

*Total Calls: 20*

*Possible Alcohol Related Calls: 6*

911-Welfare	1
Animal Problem	3
Assault	1
Defraud Inn	1
Disturbance	4
Fight	1
Fire assist	1
Fraud	1
Property Damage	1
Public Intox	1
Stray Animal	1
Suicidal Subj	1
Traffic Stop	1
Unconsciousness	1
Wanted Person	1



## **UNCLE FREDDIES OF WYOMING INC**

*SANFORDS GRUB & PUB*

*License Type: Restaurant*

*Address: 61 SE WYOMING BLVD*

*Total Calls: 17*

*Possible Alcohol Related Calls: 7*

Animal Problem	2
Citizen Assist	3
Fire assist	1
Harassment	1
Stray Animal	1
Structure FIRE	1
Suspicious	5
Vehicle Recov.	1
Wanted Person	1
Welfare Check	1

## **URBAN MARKET WINES LLC**

*URBAN BOTTLE*

*License Type: Package Store*

*Address: 410 S ASH*

*Total Calls: 8*

*Possible Alcohol Related Calls: 1*

Alarm Security	5
Animal Problem	1
Public Intox	1
Welfare Check	1

## **WAGONS WEST MANAGEMENT LLC**

*PIZZA RANCH CASPER*

*License Type: Restaurant*

*Address: 5011 EAST 2ND ST*

*Total Calls: 19*

*Possible Alcohol Related Calls: 10*

911-Welfare	2
Animal Problem	2
Citizen Assist	1
Citizen Comp	1
Disturbance	2
Drugs	2
Family Fight	1
Hit and Run	1
Stray Animal	1

Suspicious	2
Theft	1
Traffic Stop	2
Wanted Person	1

## **WALMART INC**

*WALMART SUPERCENTER #3778*

*License Type: Package Store*

*Address: 4255 CY AVE*

*Total Calls: 463*

*Possible Alcohol Related Calls: 114*

911-Welfare	23
Accident PD	19
Accident PI	3
Alarm Security	1
Animal Problem	18
Assault	1
Attempt-Locate	9
Burglary Auto	3
Citizen Assist	5
Citizen Comp	7
Citizen Dispute	1
Civil Matter	1
Civil Standby	1
Dead Animal	2
Disturbance	6
Drugs	4
EMS Assist	1
Family Fight	1
Fight	4
Found Child	1
Fraud	2
Harassment	2
Hazardous Mat	1
Hit and Run	22
Indecent Exp	1
Information	1
Interference	1
Juvenile Prob	3
Lockout	2
Motorist Assist	1
Parking Problem	4
Property Damage	2
Property Found	3
Property Lost	7
Public Intox	2
Reddi	11
Shoplifting	154

Sick Animal	1
Stray Animal	3
Suspicious	16
Theft	11
Threatening	2
Traffic Hazard	1
Traffic Stop	60
Trespassing	6
Vehicle FIRE	1
Vehicle Recov.	1
Vehicle Theft	4
Wanted Person	9
Welfare Check	18

**WEST CENTER HOSPITALITY OPS LLC**

*CLARION INN PLATTE RIVER SALOON*

*License Type: Bar*

*Address: 123 WEST E ST*

*Total Calls: 32*

*Possible Alcohol Related Calls: 10*

911-Welfare	2
Alarm Security	5
Assault	1
Citizen Assist	1
Deceased Person	1
Disturbance	2
Drugs	8
Fire assist	3
Public Intox	1
Stray Animal	1
Suspicious	3
Theft	1
Threatening	1
Traffic Stop	2

**WONDERFUL HOUSE CASPER INC**

*WONDERFUL HOUSE*

*License Type: Restaurant*

*Address: 221 S MONTANA AVE*

*Total Calls: 5*

*Possible Alcohol Related Calls: 2*

Disturbance	1
911-Welfare	1
Theft	1
Animal Problem	2

**WYOMING NOVELTY COMPANY**

*TJS BAR & GRILL*

*License Type: Bar*

*Address: 2024 CY AVE*

*Total Calls: 3*

*Possible Alcohol Related Calls: 0*

Alarm Security	2
Stray Animal	1

**WYOMING SPIRITS INC**

*2ND STREET LIQUOR & WINE*

*License Type: Package Store*

*Address: 939 E 2ND ST STE 400 & 500*

*Total Calls: 64*

*Possible Alcohol Related Calls: 31*

Fight	1
Fraud	2
Hit and Run	4
Juvenile Prob	1
Public Intox	9
Reddi	10
Shoplifting	5
Suspicious	5
Traffic Stop	8
Welfare Check	2

**YANG & ZHANG INC**

*LIME LEAF BISTRO*

*License Type: Restaurant*

*Address: 845 E 2ND ST*

*Total Calls: 8*

*Possible Alcohol Related Calls: 2*

911-Welfare	1
Defraud Inn	1
Disturbance	2
Suspicious	1
Traffic Stop	3

## Chapter 5.08 - ALCOHOLIC BEVERAGES<sup>1</sup>

### Footnotes:

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**Editor's note**— Ord. No. 2-19, adopted Mar. 5, 2019, repealed the former Ch. 5.08, §§ 5.08.010, 5.08.020, 5.08.025, 5.08.030, 5.08.035, 5.08.040—5.08.180, 5.08.185, 5.08.190, 5.08.195, 5.08.200—5.08.280, 5.08.290, 5.08.295, 5.08.300—5.08.470, and enacted a new Ch. 5.08 as set out herein. The former Ch. 5.08 pertained to similar subject matter. The historical notations of the former Ch. 5.08 have been preserved for reference purposes.

### 5.08.010 - Definitions.

As used in this chapter:

1. "Alcoholic liquor" means any spirituous or fermented fluid, substance or compound other than malt beverage, intended for beverage purposes, which contains more than one-half of one percent of alcohol by volume.
2. "Bar and grill liquor license" means the authority under which a licensee is permitted to sell alcoholic liquor or malt beverages for consumption on the premises owned or leased by the licensee, and is subject to the limitations hereinafter provided.
3. "Barrel" is a unit of liquid measure equal to thirty-one U.S. gallons.
4. "Building" means a roofed and walled structure built or set in place for permanent use.
5. "Club" means any of the following organizations:
  - a. A post, charter, camp or other local unit composed only of veterans and its duly organized auxiliary, chartered by the Congress of the United States for patriotic, fraternal or benevolent purposes and, as the owner, lessee or occupant, operates an establishment for these purposes within the state;
  - b. A chapter, lodge or other local unit of an American national fraternal organization and, as the owner, lessee or occupant, operates an establishment for fraternal purposes within the state. As used in this subdivision, an American fraternal organization means an organization actively operating in not less than thirty-six states or having been in active continuous existence for not less than twenty years, but does not mean a college fraternity;
  - c. A hall or building association of a local unit specified in subdivisions a and b of this subsection, of which all of the capital stock is owned by the local unit or its members, operating clubroom facilities for the local unit;
  - d. A golf club having more than fifty bona fide members and owning, maintaining or operating a bona fide golf course together with a clubhouse;
  - e. A social club with more than one hundred bona fide members who are residents of the county in which it is located, owning, maintaining or operating club quarters, incorporated and operating solely as a nonprofit corporation under the laws of this state and qualified as a tax exempt organization under the Internal Revenue Service Code and having been continuously operating for a period of not less than one year. The club shall have had during this one-year period a bona fide membership paying dues of at least twenty-five dollars per year as recorded by the secretary of the club, quarterly meetings, and an actively engaged membership carrying out the objects of the club. A social club shall, upon applying for a license, file with the licensing authority and the commission a true copy of its bylaws and shall further, upon applying for a renewal of its license, file with the licensing authority and the commission a detailed statement of its activities during the preceding year which were undertaken or furthered in pursuit of the objects of the club together with an itemized statement of amounts expended for such activities. Club members, at the time of application for a limited retail liquor license pursuant to this chapter, shall be in good standing by having paid at least one full year in dues;

- f. Club does not mean college fraternities or labor unions.
- 6. "Conviction" shall mean a finding of guilty, the entry of a guilty or no contest plea, or the entry of a guilty or no contest plea as part of a deferred sentence in any court.
- 7. "Division" means the Wyoming Liquor Division.
- 8. "Drugstore" means space in a building maintained, advertised and held out to the public as a place where drugs and medicines are sold and prescriptions compounded and where a registered pharmacist is regularly employed.
- 9. "Industry representative" means and includes all wholesalers, manufacturers, rectifiers, distillers and breweries dealing in alcoholic liquor or malt beverage, and proscriptions under their conduct includes conduct by a subsidiary, affiliate, officer, director, employee, agent, broker or any firm member of such entity.
- 10. "Intoxicating liquor," "alcoholic liquor," "alcoholic beverage" and "spirituous liquor" are construed as synonymous in meaning and definition.
- 11. "Licensee" means a person holding a:
  - a. Retail liquor license;
  - b. Limited retail liquor license;
  - c. Resort liquor license;
  - d. Malt beverage permit;
  - e. Restaurant liquor license;
  - f. Catering permit;
  - g. Special malt beverage permit; or
  - h. Bar and grill liquor license;
  - i. Manufacturer's license-granted by the Wyoming Liquor Division and a city issued satellite manufacturer's permit.
- 12. "Limited retail liquor license" means a license issued as hereinafter provided to a bona fide fraternal club.
- 13. "Malt beverage" means any fluid, substance or compound intended for beverage purposes manufactured from malt, wholly or in part, or from any substitute therefor, containing at least one-half of one percent of alcohol by volume.
- 14. "Malt beverage permit" means the authority under which the licensee is permitted to sell malt beverages only.
- 15. "Manufacture" or "manufactures" means distilling or rectifying and bottling or packaging any spirituous fluid, substance or compound intended for beverage purposes which contains at least one-half of one percent alcohol by volume;
- 16. "Microbrewery" is a commercial enterprise as defined by Wyoming Statutes Section 12-1-101(a)(ixx).
- 17. "Operational" means offering for sale to the general public alcoholic liquor and malt beverages as authorized under a license or permit issued under this title for not less than three consecutive months during any calendar year.
- 18. "Original package" means any receptacle or container used or labeled by the manufacturer of the substance, containing any alcoholic liquors or malt beverages.
- 19. "Person" includes an individual person, partnership, corporation, limited liability company or association.
- 20. "Resident" means a domiciled resident and citizen of Wyoming for a period of not less than one year who has not claimed residency elsewhere for any purpose within a one-year period immediately preceding the date of application for any license or permit authorized under this chapter.
- 21. "Restaurant" means space in a building maintained, advertised and held out to the public as a place where individually priced meals are prepared and served primarily for on-premises consumption and 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. The building shall have a dining room or rooms, a kitchen and the number and kinds of employees necessary for the preparing, cooking and serving of meals in order to satisfy the licensing authority that the space is intended for use as a full-service restaurant. The service of only fry orders or such food and victuals as sandwiches, hamburgers or salads shall not be deemed a restaurant for the purposes of this section.

22. "Restaurant liquor license" means the authority under which a licensee is permitted to sell alcoholic liquor and malt beverages for consumption on the premises owned or leased by the licensee, and is subject to the limitations hereinafter provided.
23. "Retail liquor license" means the authority under which a licensee is permitted to sell alcoholic liquor or malt beverages for use or consumption, but not for resale.
24. "Room" means an enclosed and partitioned space within a building, large enough for a person. Partitions may contain windows and doorways, but any partition shall extend from floor to ceiling.
25. "Sell" or "sale" includes offering for sale, trafficking in, bartering, delivery, or dispensing and pouring for value, exchanging for goods, services or patronage, or an exchange in any way other than purely gratuitously. Every delivery of any alcoholic liquor or malt beverage made otherwise than by gift constitutes a sale.
26. "Special malt beverage permit" means the authority under which a licensee is permitted to sell malt beverages at public auditoriums, civic centers or events centers, meeting the qualifications hereinafter provided.
27. "Wholesaler" means any person, except the commission, who sells any alcoholic or malt beverage to a retailer for resale.
28. "Winery" means a commercial enterprise manufacturing wine at a single location in Wyoming in quantities not to exceed ten thousand gallons per year.

(Ord. 33-06, §§ 1, 2, 2006; Ord. 24-96, § 1, 1996; Ord. 22-93, § 1, 1993; Ord. 8-88, § 1, 1988; Ord. 25-86 (part), 1986: prior code § 3-1)

(Ord. No. 34-15, § 1, 12-15-2015; Ord. No. 2-19, 3-5-2019)

#### 5.08.020 - Authorization—Rules and regulations.

- A. The City of Casper may issue liquor licenses of the types, and in the manner, and subject to fees and regulations allowed by the State Liquor Code, Wyoming State Statutes 12-1- 101 et seq. as these statutes may be amended from time to time.
- B. The city council is authorized to license, regulate and prohibit the retail sale of alcoholic liquors and malt beverages under this chapter. The city council may, from time to time, make rules and regulations as it deems necessary to carry out the provisions of this chapter; provided that said rules and regulations are consistent with the provisions contained in this chapter and the applicable state statutes.

(Ord. 25-86 (part), 1986: prior code § 3-45)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.030 - Compliance with requirements.

All liquor license applicants and holders and their employees and agents shall comply with all relevant provisions of Wyoming Statutes Section 12-1-101 et. seq. and any applicable city ordinances, resolutions, rules, and regulations as they may be amended from time to time.

Any violation of this chapter occurring on a licensed premise or in relation to any other license or permit shall be attributable to the license or permit holder for purposes of licensure oversight and the public health and safety and

peace. The acts or omissions of employees or agents of the licensee or permit holder are the responsibility of the licensee or permit holder.

(Ord. No. 2-19, 3-5-2019)

#### 5.08.040 - License—Required.

It is unlawful for any person to manufacture, brew, vint, or distill, or possess for sale, sell or dispense for any pecuniary advantage or give away to the public, as an inducement to the public to patronize any business, place or person within the city, any alcoholic liquor or malt beverage as defined in this chapter, or to operate a microbrewery, winery, or manufacturing operation within the city without first obtaining a license to do so and paying the license fees therefor, and for a distiller, a satellite manufacturer's permit.

(Ord. 22-93 § 2, 1993; Ord. 25-86 (part), 1986; prior code § 3-9)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.050 - License application—Contents and fees.

Any person desiring a license or permit, including a satellite manufacturer's permit, under the provisions of this chapter, if alcoholic beverage sales thereunder are to take place within the city, shall apply to the city council for the same upon a form of application prepared by the attorney general of the state and furnished to the city. It shall be sworn to by the applicant, filed in the office of the city clerk and be accompanied by the sum of fifteen dollars in the event that it is submitted as an application for annual renewal to become effective on the annual renewal date of April 1st, and in the sum of thirty dollars for an application submitted at any other time or for any other purpose. The set amount is intended to defray the expense of publishing notice of such application as required by law. Such application shall contain the following information:

- A. The location and description of the licensed building in which the applicant will sell under the license, if the building is in existence at the time of application. If the building is not in existence, the location and an architect's drawing or suitable plan of the licensed building and premises to be licensed;
- B. The age and residence of the applicant, and of each applicant or partner if the application is made by more than one individual or by a partnership;
- C. A disclosure of any criminal record of the applicant or any partner equal to a felony conviction under Wyoming law and any conviction for a violation of Wyoming law relating to the sale or manufacture of alcoholic or malt beverages within ten years prior to the filing of the application;
- D. If the applicant is a corporation:
  1. The name, age and residence of each officer, director and stockholder holding, either jointly or severally, ten percent or more of the outstanding and issued capital stock of the corporation, and
  2. Whether any officer, director or stockholder with ten percent or more ownership has been convicted of a violation of law as provided in subsection C of this section;
- E. A statement indicating the financial condition and financial stability of a new applicant;
- F. The site and the zoning of the site where the applicant will sell under the license;
- G. If the applicant is a limited liability company:
  1. The name, age and residence of each officer, manager and member holding, either jointly or severally, ten percent or more of the outstanding ownership of the limited liability company, and
  2. If any officer, manager or member with ten percent or more ownership has been convicted of a violation of law as provided under subsection C of this section;



- H. No person or partner shall have any interest, directly or indirectly, in a license or permit unless he signs and verifies the application for the license or permit. No corporation shall be granted a license or permit unless two or more of the officers or directors sign and verify the application on behalf of the corporation and also verify upon their oath as individuals that the statements and provisions contained therein are true, except that if all the stock of the corporation is owned by one individual then that individual may sign and verify the application and verify upon his oath that the statements and provisions contained therein are true. No limited liability company shall be granted a license or permit unless at least one of the officers, managers, or if there are no officers or managers, at least one of the members who is duly authorized to act on behalf of the limited liability company signs and verifies the application on behalf of the company and also verifies upon his oath that the statements and provisions contained therein are true.

(Ord. No. 9-17, § 2, 6-20-2017; Ord. 40-07 § 1, 2007; Ord. 24-96 § 4, 1996; Ord. 26-89, 1989; Ord. 2-87 § 1, 1987; Ord. 25-86 (part), 1986: prior code § 3-10)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.060 - License application—Change of ownership and other information.

- A. Corporate and limited liability company licensees and permittees shall advise the city council within thirty days in writing of any change in the information in any application required under this chapter. The city shall provide the commission a copy of a notification of change.
- B. Whenever an interest of more than ten percent of the whole interest in any corporation, association or organization holding a retail liquor license is sought to be sold, assigned or otherwise transferred, a new application shall first be filed with the city clerk and no such sale, assignment or transfer shall be made without the prior approval of the city council.
- C. Whenever ownership of a license or permit is proposed to be transferred, or a retail or limited retail liquor license moved to a different location, or a licensed or permitted facility is proposed to be expanded, a new application shall first be filed with the city clerk, and no such transfer, move or expansion shall be made without the prior approval of the city council as set forth herein.

(Ord. 24-96 § 5, 1996; Ord. 25-86 (part), 1986: prior code § 3-13)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.070 - License application—Affidavits required.

In addition to the application form, each applicant shall furnish the city an affidavit in duplicate, setting forth the names and addresses of all stockholders and their respective stockholdings if the applicant is a corporation, and the names and addresses of all members if the applicant is an association or organization. Such affidavit shall also state whether or not any relative by blood or marriage of an individual applicant, partner, stockholder of a corporation or a member of an association or organization making application has any interest in any retail liquor license issued by the city and, if so, the name and address of each such person; such affidavit shall also state whether or not any person, other than the applicant, has any interest, whether direct or indirect, in the license and, if so, the nature of the interest.

(Ord. 2-87 § 2, 1987; Ord. 25-86 (part), 1986: prior code § 3-14)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.080 - License application—Notice, hearing and appeals procedure.

- A. When an application for a license, special malt beverage permit, satellite manufacturer's permit, or renewal, or a transfer of location or ownership thereof has been filed with the city clerk, the clerk shall promptly prepare a notice of application, place the notice conspicuously upon the premises shown by the application as the proposed place of sale, and publish the notice in a newspaper of local circulation once a week for two consecutive weeks. The notice shall state that a named applicant has applied for a license, special malt beverage permit, renewal, expansion or transfer thereof, and that protests against the issuance, renewal, expansion or transfer of the license or special malt beverage permit will be heard at a designated meeting of the city council. Each applicant shall, at the time of filing his application, pay the clerk an amount sufficient to cover the costs of publishing notice. Notices may be substantially in the following form:

NOTICE OF APPLICATION FOR A \_\_\_\_\_

Notice is hereby given that on the \_\_\_\_ day of \_\_\_\_\_, 19\_\_, (name of applicant) filed an application for a license (permit), in the office of the Clerk of the City of Casper for the following building (insert address) and protests, if any there be, against the issuance (transfer or renewal) of the license (permit) will be heard at the hour of \_\_\_\_m. on the \_\_\_\_ day of \_\_\_\_\_, 19\_\_, in the (meeting place of the governing body).

\_\_\_\_\_  
Dated \_\_\_\_\_

Signed  
City Clerk

- B. Any license or other permit authorized under this chapter shall not be issued, renewed, expanded or transferred until on or after the date set in the notice for hearing protests. If a renewal or transfer hearing, the hearing shall be held no later than thirty days preceding the expiration date of the license or special malt beverage permit. A license or special malt beverage permit shall not be issued, renewed, expanded or transferred if the city council finds from evidence presented at the hearing:
1. The welfare of the people residing in the vicinity of the proposed license or permit premises is adversely and seriously affected;
  2. The purpose of this chapter shall not be carried out by the issuance, renewal, expansion or transfer of the license or permit;
  3. The number, type and location of existing licenses or special malt beverage permits meet the needs of the vicinity under consideration;
  4. The desires of the residents of the city will not be met or satisfied by the issuance, renewal or transfer of the license or special malt beverage permit; or
  5. Any other reasonable restrictions or standards which may be imposed by the city council shall not be carried out by the issuance, renewal, expansion or transfer of the license or permit.
- C. When any application is filed with the city council, the city clerk shall immediately forward a copy of the application to the division. The city council shall not approve or deny an application until the division has certified the application is complete pursuant to this subsection. All applications shall be deemed to be certified unless objection is made by the division within ten working days after receipt of the application. Upon approval or denial of an application, the city council shall promptly notify the division.
- D. An applicant for a renewal license or special malt beverage permit may appeal to the district court from an adverse decision by the city council. No applicant for a new license or permit shall have a right of appeal from the decision of the city council denying an application.
- E. Upon an appeal, the person applying for a license and claiming renewal preference shall be named as plaintiff, with the city council named as defendant. During the pendency of an appeal, a renewal license denied by the city council shall not be granted to any other applicant. Upon notice of appeal the city clerk shall transmit to the clerk of the district court a certified copy of the application, of each protest, if any, and of the minutes recording the decision appealed from. The appeal shall be heard as a trial de novo with evidence taken and other proceedings had as in the trial of civil actions. The court may accept and consider as part of the record

certified documents forwarded to the court by the city clerk. The case shall be heard promptly and the procedure shall conform to the Wyoming Rules of Civil Procedure unless other procedures are provided for or required.

- F. The date the renewal application is due to the city clerk's office for renewal will be set by the city clerk. Renewal applications received after this date will be assessed a late fee. Late fee will be one hundred dollars and must be paid before the city clerk will accept the renewal application. Late applications more than three weeks late may not be renewed.

(Ord. No. 9-17, § 3, 6-20-2017; Ord. 24-96 §§ 6, 1996; Ord. 25-86 (part), 1986: prior code § 3-15)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.090 - Suspension of license by licensing authorities for failure to pay sales tax.

The city council may suspend any license issued under this title if the licensee fails to pay sales taxes and the division has ceased sales of alcoholic liquor to the licensee. The licensee may appeal license suspension to the district court in the manner specified under Wyoming Statutes Section 12-4-104 and the appeal proceedings shall be in accordance with the Wyoming Rules of Appellate Procedure. The suspension shall remain in effect pending a decision by the appellate court.

(Ord. 24-96 § 3, 1996)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.100 - Microbrewery and winery permits—Authorized—Conditions—Dual permits and licenses—Fees—Satellite winery permits.

- A. Subject to restrictions imposed under Wyoming Statutes Section 12-4-103 excluding Wyoming Statutes Section 12-4-103(a)(vi), the city council may issue:
1. a. A microbrewery permit authorizing a permit holder to brew a malt beverage and dispense the brewed malt beverage for on-premises and limited off-premises personal consumption;
  - b. A satellite manufacturer's permit authorizes the permittee to sell the permittee's product at the satellite location consistent with the manufacturer's license.
  2. A winery permit authorizing a permit holder to manufacture wine and dispense the manufactured wine for on-premises and limited off-premises personal consumption.
  3. Satellite winery permits, authorizing a winery permit holder to sell its manufactured wine at the number of satellite locations as specified by Wyoming Statutes Section 12-4-412(d), as it may, from time to time be amended, from its licensed manufacturing site under the original permit. Satellite winery permits will be issued on application to the city clerk for each location following approval of the city council after a public hearing for consideration of the permit application. Satellite winery permits shall be subject to the applicable terms and conditions of this chapter.
  4. Every applicant for a satellite winery permit shall file with the city clerk, at the time of application for the initial permit, and any subsequent permit or renewal thereof, an affidavit in a form approved by the city clerk attesting that the applicant does not have more than the number of satellite locations within the state as specified by Wyoming Statutes Section 12-4-412(d), as it may, from time to time be amended.
  5. No satellite winery permit shall be eligible for renewal in the event the applicant thereof has more than the number of satellite locations within the state as specified by Wyoming Statutes Section 12-4-412(d), as it may, from time to time be amended.

- B. The city council:
1. May allow the sale of other malt beverages under a microbrewery permit for on-premises consumption when obtained through licensed wholesale malt beverage distributors;
  2. May allow the sale of other wines under a winery permit for on-premises consumption when obtained from the commission;
  3. May approve the dual holding of a microbrewery permit or winery permit and one of the following:
    - a. A retail liquor license;
    - b. Subject to subsection C of this section, a restaurant license;
    - c. A resort license;
    - d. A microbrewery permit;
    - e. A winery permit; or
    - f. A bar and grill liquor license. Provided, however, the provisions of this chapter shall apply to any person holding a microbrewery or winery permit and a bar and grill liquor license, except the dual holder:
      - i. May sell the brewed malt beverage or manufactured wine for limited off-premise personal consumption.
      - ii. May upon cessation of full service restaurant operations serve a limited menu and continue to serve malt beverages authorized under the microbrewery permit or wines authorized under the winery permit.
      - iii. Shall not include sales of malt beverages or wines authorized under the microbrewery or winery permit, or sales other than food service and alcoholic beverages, in the annual gross sales report.
  4. May allow the microbrewery to sell on-site its brewed product for off- premises personal consumption, not for retail sale, in packaging of bottles, cans or packs of an aggregate volume not to exceed two thousand ounces per sale;
    - a. All microbrewery products for off-premises personal consumption shall be packaged in a sealed container prior to leaving the premises. Such seal shall be of such a nature as to indicate whether the container has been opened subsequent to the most recent purchase of a beverage in that container.
  5. May allow the winery to sell its manufactured wine on site for off-premises personal consumption, not for retail sale, in packaging of bottles of an aggregate volume not to exceed two thousand twenty-eight ounces per sale;
    - a. All winery products for off-premises personal consumption shall be packaged in a sealed container prior to leaving the premises. Such seal shall be of such a nature as to indicate whether the container has been opened subsequent to the most recent purchase of a beverage in that container.
  6. Shall limit the number of microbreweries or the number of wineries to no more than those allowed in Wyoming Statutes Section 12-4-201(d) for each permit;
  7. May allow the transfer of a microbrewery or winery permit to another location and ownership of the microbrewery or winery may be transferred upon approval by the local licensing authority; and
  8. Shall assess a fee of not less than three hundred dollars nor more than five hundred dollars payable annually in advance for each microbrewery or winery permit; shall assess a fee of one hundred dollars annually for up to three satellite winery permits issued within the city to the same applicant. When dual ownership of a microbrewery or winery permit and a liquor license exists, no additional fee shall be assessed other than the retail, restaurant or resort license fee.
- C. Restaurant license restrictions of this chapter shall apply to any person holding a microbrewery or winery permit and a restaurant liquor license pursuant to subsection (B)(3)(b) of this section, except the dual holder:

1. May sell the brewed malt beverage or manufactured wine for limited off- premises personal consumption pursuant to subsections (B)(4) and (5) of this section;
2. May upon cessation of full service restaurant operations, serve a limited menu and continue to serve malt beverages authorized under the microbrewery permit or wines authorized under the winery permit; and
3. Shall not include sales of malt beverages or wines authorized under the microbrewery or winery permit, or sales other than food service and alcoholic beverages in the annual gross sales report required under this chapter.

(Ord. No. 9-17, § 1,6-20-2017; Ord. No. 11-14, § 1, 6-3-2014; Ord. 33-06 § 3,2006; Ord. 24-96 § 2,1996; Ord. 22-93 § 3,1993)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.105 - Manufacturing and rectifying.

- A. A holder of a manufacturer's license who is a federally licensed distiller or rectifier may dispense free of charge at the site identified on the manufacturer's license samples in quantities not to exceed one and one-half ounces of their product manufactured at the site identified on the manufacturer's license and no more than three ounces of samples per consumer per day. The dispensing of samples shall be subject to the schedule of operating hours set pursuant to Wyoming Statutes Section 12-5-101 and the licensed building provisions provided in Wyoming Statutes Section 12-5-201.
- B. The local licensing authority may issue to the holder of a manufacturer's license granted under subsection A of this section who is a federally licensed distiller or rectifier, a satellite manufacturer's permit which allows the permittee to sell product manufactured at the site identified on the manufacturer's license at not more than one satellite location within Wyoming separate from its manufacturing site under the original permit. All products sold at a manufacturer's satellite location shall be obtained through the division. The satellite manufacturer's permit may be issued on application to the appropriate licensing authority. The local licensing authority may require a public hearing and the payment of an additional permit fee not to exceed one hundred dollars. The satellite manufacturer's permit shall be subject to the terms and conditions of Wyoming Statutes Section 12-4-106, the schedule of operating hours set pursuant to Wyoming Statutes Section 12-5-101 and the licensed building provisions pursuant to Wyoming Statutes Section 12-5-201.
- C. For purposes of this section:
  1. "Distiller" includes any person who:
    - a. Produces distilled spirits from any source or substance;
    - b. Brews or makes mash, wort or wash fit for distillation or for the production of distilled spirits, other than the making or using of mash, wort or wash in the authorized production of wine or beer, or the production of vinegar by fermentation;
    - c. By any process separates alcoholic spirits from any fermented substance; or
    - d. Making or keeping mash, wort or wash, has a still in operation at the site identified on the manufacturer's license.
  2. "In operation" means is currently being operated or has been operated in the preceding twelve months with all necessary permits;
  3. "Manufacture" or "manufactured" means distilling or rectifying and bottling or packaging any spirituous fluid, substance or compound intended for beverage purposes which contains at least one-half of one percent alcohol by volume;
  4. "Rectifier" includes any person who colors, flavors or otherwise processes distilled spirits by distillation, blending, percolating or other processes.

(Ord. No. 2-19, 3-5-2019)

5.08.110 - Reserved.

5.08.120 - Evidence of sale—Persons and alcoholic beverages on premises.

The presence of any person in any unlicensed structure, room or place, other than the person maintaining the place, such person having upon any table, bench, bar or other article any container wherein there is any alcoholic liquor or malt beverage and in near proximity to where any such person is standing or sitting is prima facie evidence that the person maintaining the premises is maintaining a nuisance.

(Ord. No. 2-19, 3-5-2019)

5.08.130 - Special malt beverage permit.

- A. Public auditoriums, civic centers and events centers meeting the qualifications of subsection B of this section may be licensed by the city council under a special malt beverage permit.
- B. To qualify for a special malt beverage permit an applicant must meet the following requirements:
  - 1. The applicant must be a responsible person or organization;
  - 2. The public auditorium, civic center or events center shall be an enclosed building owned by the city or the county, containing meeting rooms, kitchen facilities and at least one auditorium which has a seating capacity for no less than five thousand persons and is used for public gatherings;
  - 3. The person or organization applying for the permit must hold a written agreement with the owner of the public auditorium, civic center or events center, giving said applicant the right to sell concessions within the building for the period for which the license will be effective.
- C. No person or organization holding a special malt beverage permit shall sell any alcoholic liquor other than malt beverages on the premises described on the permit, nor shall any malt beverage be sold for consumption off the premises authorized by the permit. It shall be the duty and obligation of the holder of the permit to see that no sales are made to any person under the age of twenty-one years.
- D. The permits authorized by this section shall be issued after a hearing on the application, and the license fee shall be one thousand five hundred dollars, payable annually in advance.
- E. The permit shall be subject to such rules and regulations as are established by the city council for the following:
  - 1. The hours and days of operation of the licensed building.

(Ord. No. 9-17, § 4, 6-20-2017; Ord. 8-88 § 3, 1988; Ord. 25-86 (part), 1986: prior code § 3-22)

(Ord. No. 2-19, 3-5-2019)

5.08.140 - Malt beverage and catering permits for public events.

- A. 1. A malt beverage permit, authorizing the sale of malt beverages only, may be issued by the city manager or his or her designee to any responsible person or organization for sales at a picnic, bazaar, fair, rodeo, special holiday or similar public gathering. No person or organization holding the special permit shall sell any alcoholic liquor other than malt beverages on the premises described on the permit, nor shall any malt beverage be sold or consumed off the premises authorized by the permit. Privately owned or leased premises shall be subject to the restrictions set forth in subsections G and H.
- 2. Any person selling or dispensing a malt beverage pursuant to this subsection shall have completed successfully an alcohol server training program as approved by Wyoming Statutes Section 12-2-402.

The penalty for a violation of this subsection shall be one hundred fifty dollars, and shall be paid by the person and the organization which requested and were issued the malt beverage permit.

- B. A catering permit authorizing the sale of alcoholic liquor and malt beverages may be issued by the city manager or his or her designee to any person holding a retail liquor license authorizing the off-premises sale of both alcoholic and malt beverages, for sales at meetings, conventions, private parties and dinners, or at other similar gatherings not capable of being held within the licensee's licensed premises. No licensee holding a catering permit shall sell or permit consumption of any alcoholic liquor or malt beverage off the premises described in the permit.
- C. The permits authorized by this section shall be issued for one twenty-four-hour period, subject to the schedule of operating hours provided by this chapter. No person or organization shall receive more than a total of twelve malt beverage and thirty-six catering permits for sales at the same premises in any one year. In no event shall more than twenty-four malt beverage permits be issued for any given premises in any one year.
- D. The malt beverage permit and the catering permit shall be issued on application to the city manager or his or her designee without public notice or hearing. An application for a malt beverage permit or catering permit under this section shall be accompanied by a designation of the event for which the application is sought specifying the type of event and the name of the sponsor. Any applicant applying for a permit authorized by this section and having licensed premises located within a jurisdiction other than that jurisdiction to which application is made shall secure the written approval of the licensing authority of that jurisdiction in which the licensed premises are located prior to filing an application for a permit.
- E. The fee for the malt beverage permit and the catering permit shall be fifty dollars per twenty-four-hour period, payable to the city.
- F. Applications shall be submitted on a form approved by the city manager or his or her designee.
- G. Applications for malt beverage permits shall be denied due to any of the following conditions:
  - 1. Conviction of the following individuals and entities for one or more of the following offenses related to a similar event or location within the preceding five years prior to the date of the application as follows:
    - a. Applicant or applicant's entity principals, employees, agents, or representatives while travelling to or from the event or at the event:
      - i. Driving while under the influence;
      - ii. Public intoxication;
      - iii. Disturbing the peace/noise offense;
      - iv. Serving after hours at location;
      - v. Controlled substances offenses;
      - vi. Serving to a minor;
      - vii. Selling alcohol without a license;
      - viii. Violation of any provision of this chapter.
  - 2. Convictions of any patron, guest, attendee, employee, owner, applicant, or principal resulting from four or more of any of the following offenses occurring at, or stemming from, an event location for which a permit is being applied for, within three hundred sixty-five days prior to the date of the application as follows:
    - a. Minor in possession;
    - b. Disturbing the peace/noise offense;
    - c. Selling alcohol without a license;
    - d. Furnishing alcohol to minor;
    - e. Driving while under the influence;

- f. Controlled substances offense.
- 3. Applicant's business entity is not in good standing with the State of Wyoming Secretary of State.
- 4. Applicant lack of valid Wyoming sales tax permit.
- 5. Applicant nonresident of Wyoming.
- 6. Applicant not obtaining other required permits, including, but not limited to, open container, street closure, and food service permits.

Any denial by the city manager or his designee may be appealed to the city council by the applicant filing a written notice of appeal with the city manager within ten days of the denial. The appeal will be considered within thirty days of the written notice of appeal being filed. Council's decision is final.

Upon denial, or final denial of any malt beverage permit for any of the reasons listed in this section, applicant may apply for future malt beverage permits after the expiration of three hundred sixty-five days from the date of any such denial.

The provisions of this section shall become applicable for any license applied for or any conviction of the listed offenses occurring after the effective date of the ordinance from which this chapter is derived.

- H. Any permit issued under this section may be revoked at any time on the discretion of the city manager, or his or her designee, or the chief of police, or his or her designee, if the event poses a risk to public safety or welfare. Upon revocation, all sales and consumption of alcohol shall cease.

(Ord. 11-05 § 1, 2005; Ord. 30-04 §§ 1 (part), 2, 2004; Ord. 33-02 § 1, 2002; Ord. 17-02 § 1, 2002; Ord. 2-91, 1991; Ord. 69-87 § 1, 1987; Ord. 25-86 (part), 1986: prior code § 3-28)

(Ord. No. 33-11, §§ 1—3, 12-20-2011; Ord. No. 2-19, 3-5-2019)

#### 5.08.150 - License holder restrictions.

- A. A license or permit authorized by this chapter shall not be held by, issued or transferred to:
  - 1. Any party who does not own the licensed building or hold a written lease for a period for which the license will be effective, containing an agreement by the lessor that alcoholic liquor or malt beverages may be sold upon the leased premises, except as provided by subdivision 2 of this subsection;
  - 2. 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 year after a license or permit has been issued or transferred, or if holding a license, fails to open his business in a functional building within one year after license issuance or transfer. Upon a showing of good cause by the licensee and for an additional period of not to exceed one year, the local licensing authority may extend the time period in which the business or enterprise of the licensee is required to become operational or open for business pursuant to this subsection. Any license or permit in violation of this subsection shall not be renewed by the city council;
  - 3. Any licensee who does not annually purchase at least two hundred fifty dollars of alcoholic liquors or malt beverages from the commission or any authorized malt beverage wholesaler, except any licensee having a planned building not in existence or operational pursuant to subdivision 2 of this subsection;
  - 4. A manufacturer of alcoholic beverages or wholesaler of malt beverages; provided, however, this prohibition is not intended to prevent the manufacture or sale of malt beverages under a microbrewery license issued pursuant to this chapter;
  - 5. A person under twenty-one years of age;
  - 6. A college fraternity or organization created by one or more college fraternities;
  - 7. A chamber of commerce;



8. A corporation or a limited liability company which has not qualified to do business in Wyoming;
  9. An individual who is not a resident; or
  10. Any partnership or group of two or more persons unless each individual interested, directly or indirectly, is a resident.
  11. Except as provided in subsection 12 of this section, a license or permit authorized by this chapter shall not be renewed if the licensee or permittee did not, during the previous one year term of the license or permit, purchase at least two hundred fifty dollars of alcoholic or malt beverages from the commission or any authorized malt beverage wholesaler. A retail liquor license shall not be renewed if the licensee did not, during the previous one year term of the license, purchase at least two thousand dollars of alcoholic beverages from the commission, excluding malt beverage purchases;
  12. Subsection 11 of this section shall not apply to:
    - a. Any licensee or permittee having a planned but not physically functional building pursuant to subsection 4 of this section;
    - b. Holders of special permits issued under Sections 5.08.130 and 5.08.140 of this code.
- B. No more than one license or permit shall be issued to any one person, except for malt beverage or catering permits, or in conjunction with a microbrewery license as hereinafter provided.

(Ord. No. 9-17, § 5,6-20-2017; Ord. 24-96 § 7, 1996; Ord. 22-93 § 6, 1993; Ord. 8-88 § 2, 1988; Ord. 25-86 (part), 1986: prior code § 3-12)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.160 - License interest restrictions.

No person or partner shall have any interest, directly or indirectly, in a license or permit unless he signs and verifies the application for the license or permit and no corporation shall be granted a license or permit unless two or more of the officers or directors sign and verify the application on behalf of the corporation and also verify upon their oath as individuals that the statements and provisions are true.

(Ord. 25-86 (part), 1986: prior code § 3-11)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.170 - Retail, resort and restaurant license fees.

Every person holding a retail, resort or restaurant license authorized by the provisions of this chapter shall pay annually in advance, for a license hereunder, the sum of one thousand five hundred dollars. The license fee shall be paid to the clerk of the city before the license is issued.

(Ord. 25-86 (part), 1986: prior code § 3-18)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.180 - Fee disposition—Refunds prohibited.

All fees for licenses and permits issued by the city council paid under this chapter shall be deposited into the city treasury. No refund of all or any part of a license or permit fee shall be made at any time following issuance.

(Ord. 25-86 (part), 1986: prior code § 3-16)

(Ord. No. 2-19, 3-5-2019)

5.08.190 - License and permit term.

- A. A license or permit is considered a personal privilege to the holder and the term of the license or permit is for one year unless sooner revoked, except for twenty-four-hour catering and malt beverage permits. When a valid license or permit is determined to be part of the estate of a deceased holder, the administrator or executor of the estate may exercise the privilege of the deceased under the license or permit until the expiration of the license or permit.
- B. The term of a license or special malt beverage permit may be less than one year if specified by the city council to coincide with the annual date or dates set by the authority for consideration of license and permit issuance, renewals and transfers. In the event that the city council issues a license or permit for a term less than one year, it shall prorate the fee accordingly. Any licensee not attempting to renew a newly issued prorated license or permit valid for a term of less than one year shall not be eligible for any license or permit authorized under this chapter for a period of two years after the expiration date of the prorated license or permit.

(Ord. 25-86 (part), 1986: prior code § 3-17)

(Ord. No. 2-19, 3-5-2019)

5.08.200 - Number of licenses allowed—Council authority.

The city council may issue less than the total number of allowable liquor licenses allowed by state statutes and may issue any license or permit authorized by this chapter.

(Ord. 25-86 (part), 1986: prior code § 3-46)

(Ord. No. 2-19, 3-5-2019)

5.08.210 - License—Display required.

Each licensee shall display his license in a conspicuous place in the licensed building.

(Ord. No. 9-17, § 6, 6-20-2017; Ord. 25-86 (part), 1986: prior code § 3-36)

(Ord. No. 2-19, 3-5-2019)

5.08.220 - License—Transfer conditions and procedures.

- A. Except as otherwise provided, after public hearing and subject to the approval of the city council, a license or permit may be transferred to or renewed on different premises on the same basis as the original application or a licensed or permitted facility may be expanded. An additional license fee of not more than one hundred dollars, as specified by city council resolution, is required for the remaining term of the license or permit. A transferred license or permit shall expire on the same day as the original license or permit.
- B. A licensee, or the executor or administrator of the estate of a deceased licensee, may assign or transfer the license or permit by a sale made in good faith. The assignment and transfer shall first have the approval of the city council, which consideration shall be based in part upon a public hearing and an application filed under oath by the assignee or transferee showing the person or entity to be qualified to hold a license or permit under

Wyoming law. The approval of the transfer shall not be given by the city council if proceedings, including an action to collect delinquent sales tax payments pursuant to Wyoming Statutes Section 12-2-306, are pending to suspend, revoke or otherwise penalize the original license or permit holder. A transfer of a license or permit shall require the payment of an additional license fee to the city of not more than one hundred dollars for the transfer, and upon assignment the assignee may exercise the privilege of continuing the business authorized by the license or permit.

(Ord. 24-96 § 8, 1996; Ord. 25-86 (part), 1986; prior code § 3-42)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.230 - Transfer, sale or attachment restrictions.

No license or permit shall be transferred or sold, or licensed or permitted facility expanded except as provided by this chapter, nor used for any place not described in the license or permit at the time of issuance, nor shall any license be subject to attachment, garnishment or execution.

(Ord. 25-86 (part), 1986; prior code § 3-43)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.240 - Liquor license application information.

All applicants for liquor licenses shall provide accurate information in conjunction with their applications. Providing false information is declared to be violation of law and may be penalized accordingly.

(Ord. 1-95 § 1, 1994)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.250 - Sales by clubs—Petition—Duties and restrictions.

- A. Bona fide clubs, as defined in Section 5.08.010(5), shall be licensed under a limited retail liquor license for which they shall pay a license fee of one hundred dollars annually in advance, which license fee shall be paid to the city.
- B. At least fifty-one percent of the membership of a social club as defined by Section 5.08.010(5)(e), shall sign a petition indicating a desire to secure a limited retail liquor license. The form of the petition shall be prescribed by the commission and shall include the residence address of each member signing the petition. The petition shall be submitted with the initial application for a limited retail liquor license.
- C. A club holding a limited retail liquor license shall not sell alcoholic or malt beverages for consumption anywhere except within the licensed premises and for consumption by its members and their accompanied guests only. It shall be the duty and obligation of the club to check and regulate sales to members and their accompanied guests to ensure that all alcoholic or malt beverages sold are consumed within the building, space or premises.
- D. Any golf club as defined by Section 5.08.010(5) which holds a club limited retail liquor license may dispense alcoholic beverages from any location within the boundaries of the golf club premises. The premises shall be a single property within a contiguous boundary upon which the golf club is located and which shall be identified in the license. Any location on the golf club premises where alcoholic beverages are dispensed as approved by the licensing authority shall comply with applicable sanitation and fire hazard requirements and other applicable laws.

(Amended during Supp. No. 26, 1-07; Ord. 9-05 § 2, 2005; Ord. 25-86 (part), 1986: prior code § 3-19)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.260 - Use of drive-in areas—Restrictions.

Upon approval of the city council, a drive-in area adjacent or contiguous to the licensed room may be used by the holder of a retail liquor license for taking orders, making delivery of and receiving payment for alcoholic liquors or malt beverages under the following conditions:

- A. 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;
- B. Repealed;
- C. The area shall be well lighted and subject to inspection by the city council or its designees at any and all times;
- D. No walls or screens shall interfere with observing and checking the part of the area used for orders, delivery and payment;
- E. No order shall be received from, nor delivery made to, a person under twenty-one years of age or an intoxicated person in the area;
- F. No part of a publicly owned sidewalk, highway, street or alley shall be used for taking orders or conducting sales;
- G. Alcoholic liquor or malt beverages shall be sold and delivered in the drive-in area only in the original, unopened package, and consumption of alcoholic liquor or malt beverages in the drive-in area shall not be permitted; and
- H. No retail liquor license may be renewed, granted or transferred for any establishment having what is commonly known as a "drive-up" window, door or other service area intended to allow the purchase of alcohol from a motor vehicle. However, nothing in this section shall prohibit the renewal or transfer of a license for an existing establishment having a "drive-up" window in operation prior to the effective date of the ordinance codified in this section at its current location or on adjacent and abutting real property. Should the license be transferred to a new location which is not on adjacent and abutting real property, a "drive-up" window shall not be allowed.

(Ord. No. 9-17, § 7, 6-20-2017; Ord. 20-06 § 1, 2006; Ord. 8-88 § 4, 1988; Ord. 25-86 (part), 1986: prior code § 3-34)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.270 - Use of drive-in areas—Council authority.

The agents and officers of the city administering the liquor licenses shall determine whether traffic conditions or physical circumstances hindering law enforcement should require a decision forbidding or restricting sales or delivery in any drive-in area, recommending appropriate action to the city council. If by resolution of the city council the right of a licensee to use certain drive-in areas is forbidden or restricted, that resolution shall be complied with by the licensee.

(Ord. 25-86 (part), 1986: prior code § 3-35)

(Ord. No. 2-19, 3-5-2019)

5.08.280 - Sales by drugstores.

All sales of alcoholic liquor or malt beverages by drugstores holding a retail liquor license under the provisions of this chapter shall be made only in the container received by the druggist in the original package. No such container or original package shall be opened upon the premises where the same is sold, or in any room or building in connection with the drugstore. Any such sale shall be made by a licensed pharmacist or by an adult clerk. The drugstore shall be limited in its sales to the amount provided in this chapter that may be sold by holders of other retail licenses.

(Ord. 25-86 (part), 1986: prior code § 3-20)

(Ord. No. 2-19, 3-5-2019)

5.08.290 - Resort retail license.

The city council may issue resort retail liquor licenses to applicants who meet the requirements of Wyoming Statutes Section 12-4-401. All applicants for issuance or renewal of a resort liquor license shall comply with all applicable state statutes as they may be amended from time to time.

(Ord. 25-86 (part), 1986: prior code § 3-21)

(Ord. No. 17-17, § 1, 11-7-2017; Ord. No. 2-19, 3-5-2019)

5.08.300 - Restaurant license issuance—Council authority.

- A. Subject to availability, restaurants may be licensed by the city council under a restaurant liquor license. In addition to the application requirements required by this chapter, the license applicant shall submit a valid food service permit issued by the state of Wyoming upon application.
- B. Any person holding a limited retail liquor license and otherwise qualified for a restaurant liquor license under Sections 5.08.010 and 5.08.300 through 5.08.330, may be issued a restaurant liquor license by the city council.

(Ord. 33-06 § 4, 2006; Ord. 25-86 (part), 1986: prior code § 3-24)

(Ord. No. 2-19, 3-5-2019)

5.08.310 - Restaurant license—Food service requirements.

- A. An applicant for a restaurant liquor license shall satisfy the city council that the primary source of revenue from the operation of the restaurant to be licensed will be derived from food services and not from the sale of alcoholic liquor or malt beverages.
- B. When renewing a restaurant liquor license, the city council shall condition renewal upon a requirement that not less than sixty percent of gross sales from the preceding twelve months' operation of a licensed restaurant be derived from food services.
- C. Upon application for license renewal, a license holder shall submit an annual report to the city council on the sales of the licensed restaurant. The report shall contain the annual gross sales figures of the restaurant and shall separate the gross sales figures into two categories:
  - 1. Food service sales; and
  - 2. Alcoholic liquor and malt beverage sales.
- D. The annual report shall be submitted upon a form approved by the city council.

(Ord. 25-86 (part), 1986: prior code § 3-25)

(Ord. No. 2-19, 3-5-2019)

5.08.320 - Restaurant licenses—Transfer.

No restaurant liquor license shall be transferred to another location. License ownership may be transferred to a purchaser or lessee of the licensed premises with the approval of the city council.

(Ord. 33-06 § 5, 2006; Ord. 22-93 § 4, 1993: Ord. 25-86 (part), 1986: prior code § 3-26)

(Ord. No. 2-19, 3-5-2019)

5.08.330 - Restaurant license—Sale and consumption conditions.

- A. Except as provided in subsection F of this section, restaurant liquor licensees shall not sell alcoholic liquor or malt beverages for consumption off the premises owned or leased by the licensee. Except as provided in subsections B and F of this section, alcoholic or malt beverages shall be served for on-premises consumption only, in dining areas which are adequately staffed and equipped for all food services offered by the restaurant.
- B. Alcoholic liquor and malt beverages shall be dispensed and prepared for consumption in one room, and one additional room if authorized by the city council upon the licensed premises separated from the dining area in which alcoholic liquor and malt beverages may be served, and in the case of a golf course upon which a restaurant liquor license is operational, at dispensing areas on the premises of the golf course as provided by subsection E hereof. No consumption of alcoholic liquor or malt beverages shall be permitted within the dispensing room or rooms, nor shall any person other than employees who are at least eighteen years of age be permitted to enter a dispensing room. If a restaurant has a dispensing room separate from the dining area which is licensed prior to February 1, 1979, for purposes of alcoholic liquor or beverage sales and consumption, the restaurant may dispense alcoholic liquor or malt beverages in the separate dispensing room under a restaurant liquor license, and any person who is at least eighteen years of age is permitted to enter the separate dispensing room.
- C. No alcoholic liquor or malt beverages shall be served to an individual person unless served in conjunction with meals served to, and eaten by, the individual person. However, nothing herein provided shall prohibit the sale of alcoholic liquor or malt beverages to any person whom the licensee, his agents or employees, reasonably believe has the intention of ordering and eating a meal.
- D. All sales of alcoholic or malt beverages authorized by a restaurant liquor license shall cease at the time food sales and services cease, or at the hours specified by Section 5.08.390, if food sales and services extend beyond the hours specified therein.
- E. With the approval and on the conditions imposed by the city council, any restaurant liquor licensee operating on a golf course may dispense alcoholic beverages from any location on the premises of the golf course, and such holders shall comply with all applicable sanitation and fire hazard requirements, and other applicable laws.
- F. A restaurant liquor licensee may permit a patron to remove one unsealed bottle of wine for off-premises consumption provided that the patron has purchased a full course meal and consumed a portion of the bottle of wine with the meal on the restaurant premises. For purposes of this subsection the term "full course meal" shall mean a diversified selection of food which is ordinarily consumed with the use of tableware and cannot conveniently be consumed while standing or walking. A partially consumed bottle of wine that is to be removed from the premises pursuant to this subsection shall be securely sealed by the licensee or an agent of the licensee and placed in a tamper-proof transparent bag which shall also be securely sealed prior to removal from the premises, so that it is visibly apparent that the resealed bottle of wine has not been tampered with. The licensee or agent of the licensee shall provide a dated receipt for the bottle of wine to the patron. Wine which is

resealed in accordance with the provisions of this subsection shall not be deemed an open container for purposes of Section 5.08.480.

- G. No restaurant liquor licensee shall promote the restaurant as a bar and/or lounge nor shall the licensee compete with a retail liquor licensee in activities other than dinner functions, including, but not limited to, dances, receptions, and other social gatherings.

(Ord. No. 9-17, § 8, 6-20-2017; Ord. 33-06 § 6, 2006; Ord. 11-05 §§ 2, 3, 2005; Ord. 9-05 § 1, 2005; Ord. 25-86 (part), 1986: prior code § 3-27)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.340 - Bar and grill liquor license issuance, council authority, criteria and restrictions.

- A. Subject to availability, restaurants, as defined by subsection 19 of Section 5.08.010 of this chapter, may be licensed by the city council under a bar and grill liquor license. In addition to the application requirements required by this chapter, the license applicant shall submit a valid food service permit issued by the state of Wyoming upon application. Criteria that may be considered by the city council in determining to whom any such license may be issued may include, but is not limited to the following:
  - 1. The location of the proposed business is in an area:
    - a. In need of redevelopment;
    - b. Officially designated as an urban renewal area; or
    - c. That has been identified as being under served by food and beverage services.
  - 2. The issuance of the license will contribute to economic development goals or purposes of the city.
  - 3. Whether the applicant will be investing in the construction of a new structure or will otherwise be materially and substantially updating a current building.
  - 4. If the applicant's business is a new business, the number of new jobs reasonably estimated to be created, or if an existing business, the number of new or additional jobs that will reasonably be created by use of the bar and grill liquor license.
- B. Bar and grill licenses shall be subject to the provisions of Sections 5.08.310 and 5.08.330(D) of this chapter to the same extent that those provisions are applicable to restaurant liquor licenses. Bar and grill liquor licensees shall not sell alcoholic or malt beverages for consumption off the premises owned or leased by the licensee except as allowed under Section 5.08.330(F) of this chapter.
- C. Every person holding a bar and grill liquor license authorized by the provisions of this chapter shall pay annually, in advance, a license fee for such license the sum of ten thousand five hundred dollars for the first license year; and, three thousand dollars for each year thereafter that such license is granted, in addition to any other fees due from such person otherwise holding a microbrewery or winery permit. The license fee shall be paid to the clerk of the city before the license is issued.
- D. Bar and grill liquor licenses shall not be sold, transferred, or assigned by the holder.

(Ord. 33-06 § 7,2006)

(Ord. No. 1-09, § 1,2-17-2009; Ord. No. 32-12, § 1, 12-4-2012; Ord. No. 2-19, 3-5-2019)

#### 5.08.350 - Location—General conditions.

- A. The principal place in which alcoholic liquor and malt beverages are sold under a retail liquor license shall be located in one building upon the premises for which the retail liquor license is issued and as approved by the licensing authority.

- B. Alcoholic beverages secured in the licensed building by a server may be served only in the licensed building, and in an immediately adjacent fenced or enclosed area as approved by the city council. This area shall not be in another building.
- C. The retail licensee may separate the facility for the sale of alcoholic liquor and malt beverages for off-premises consumption from the facility used to serve customers for on-premises consumption.
- D. A separated facility for making sales for off-premises consumption shall be separated by a glass or other suitable partition when a connection doorway exists to permit persons to pass freely between the two facilities.
- E. The licensee, an employee, or a licensed operator is to be present in the licensed building used for the selling or dispensing of malt beverages or alcoholic liquors at all times during hours of operation.
- F. All licensees, other than resort licensees and limited retail licensees, are required to post signage on all exits from the licensed building stating:

"No alcohol beyond this point per City of Casper Ordinance."

All licensees of limited retail or resort liquor licenses shall post signage on all driveway and pathway exits from the legal boundary of the lot or lots under the ownership or lease by the licensee stating:

"No alcohol beyond this point per City of Casper Ordinance."

- G. No person under the age of twenty-one shall enter or remain in an establishment that is primarily for off-premise sales of alcoholic liquor or malt beverages unless accompanied by a parent, spouse or legal guardian who is twenty-one years of age or older.

(Ord. No. 9-17, §§ 9, 10, 6-20-2017; Ord. No. 3-14, § 1, 2-4-2014; Ord. 19-95 § 1, 1995; Ord. 25-86 (part), 1986: prior code § 3-30(A))

(Ord. No. 2-19, 3-5-2019)

#### 5.08.360 - Right of entry—Inspection.

- A. In addition to all other rights of inspection which the city may now or hereafter possess, the public safety director or the designee(s) of the public safety director are empowered to enter and inspect every place of business which is licensed or permitted by the city to sell malt or alcoholic beverages or where malt or alcoholic beverages are sold, stored or kept for the purpose of sale pursuant to a city liquor license or city-issued permit.
- B. 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, or unless the person making entry does so under court order, or the person making entry has reasonable grounds to believe that evidence of a violation of this chapter is within the place to be entered and emergency or exigent circumstances exist such that a warrantless search is allowed by law.
- C. Reserved.

(Ord. 19-95 § 2, 1995)

(Ord. No. 9-12, § 1, 3-6-2012; Ord. No. 32-12, § 2, 12-4-2012; Ord. No. 2-19, 3-5-2019)

#### 5.08.370 - Convention facilities.

If a licensee is engaged in a business operation with convention facilities, the licensee may maintain more than one additional dispensing room under the same license fee. For purposes of this section, a convention facility shall have and maintain all of the following:



- A. Motel or hotel sleeping room accommodations;
- B. Restaurant facilities; and
- C. Conference facilities.

(Ord. 25-86 (part), 1986: prior code § 3-30(B))

(Ord. No. 2-19, 3-5-2019)

5.08.380 - Reserved.

(Ord. No. 2-19, 3-5-2019)

5.08.390 - Hours of sale generally—Exceptions—Designation of dates for unrestricted operation.

- A. All licensees except club licensees and satellite manufacturer's permit holding liquor licenses shall be controlled by the following schedule for operating hours:
  - 1. A licensee may commence the selling, serving, or dispensing of alcoholic liquors or malt beverages at six a.m. and shall cease the sale of both alcoholic liquor and malt beverages promptly at the hour of two a.m. the following day. Any portion of any building used by the licensee for the selling, serving, dispensing, or consumption of alcoholic liquors or malt beverages shall be cleared of all persons other than employees by two-thirty a.m. The licensee shall ensure that all consumption of alcoholic liquors or malt beverages has ceased by two-thirty a.m. within all areas of the licensed building, or in the case of resort licensees, within the boundary of the lot or lots under the ownership or lease by the licensee, other than in private hotel or motel rooms;
  - 2. Clubs holding a limited retail liquor license may commence the selling, serving, or dispensing of alcoholic liquors or malt beverages each day at nine a.m. and shall cease sales of alcoholic liquor and malt beverages promptly at the hour of two a.m. of the following day and shall clear the licensed building of all persons other than employees by two-thirty a.m. Clubs holding a limited retail liquor license may remain open past two a.m. on the morning of January 1st.
  - 3. The hours of operating designated in subsection A of this section may be modified on no more than four days each calendar year by a resolution of the city council, designating those dates during city or county fairs, rodeos, pageants, jubilees, special holidays or similar public gatherings when all licensees may continuously operate their licensed building, or licensed resort or club premises for a period of twenty-four hours beginning at six a.m.

(Ord. No. 9-17, § 12, 6-20-2017; Ord. 43-00 § 1, 2000; Ord. 24-96 § 11, 1996; Ord. 25-86 (part), 1986: prior code § 3-29)

(Ord. No. 2-19, 3-5-2019)

55.08.400 - Off-premises storage prohibited—Exception.

A licensee shall not store alcoholic liquor or malt beverages outside of the licensed premises unless he files with the commission and the city council a written statement that he stores liquor or malt beverages in a place other than his place of business and states the exact location of the storage place.

(Ord. 25-86 (part), 1986: prior code § 3-31)

(Ord. No. 2-19, 3-5-2019)

5.08.410 - Prostitution, public indecency, gambling and obscenity prohibited.

- A. No licensee or agent or employee thereof shall knowingly permit prostitution, under Wyoming Statutes Section 6-4-101, public indecency under Wyoming Statutes Section 6-4-201, or shall promote obscenity under Wyoming Statutes Section 6-4-302, within any licensed building or licensed premises under this chapter.
- B. Any licensee, permittee 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, subject to the suspension or revocation of his license or permit, and the violation, aiding, abetting or inciting a violation is sufficient cause for the suspension or revocation of the license or permit.

(Ord. No. 9-17, § 13, 6-20-2017; Ord. 25-86 (part), 1986: prior code § 3-33)

(Ord. No. 2-19, 3-5-2019)

5.08.420 - Sale or gift to minors prohibited.

- A. It is declared to be illegal and a violation of this chapter for any person to sell, furnish, give or cause to be sold, furnished or given, any alcoholic liquor or malt beverage to any person under the age of twenty-one years, unless such person is his or her legal ward, medical patient or member of his or her own immediate family.
- B. For the purpose of establishing the age of any person proposing to buy alcoholic liquor or malt beverages, all licensees shall demand presentation of identification as provided for in Section 5.08.440.

(Ord. 8-88 § 5, 1988; Ord. 25-86 (part), 1986: prior code § 3-37)

(Ord. No. 2-19, 3-5-2019)

5.08.430 - Minors—Possession of alcohol or public intoxication.

- A. For the purpose of this section "possess" includes the consumption of, or the actual possession of alcoholic liquor or malt beverages.
- B. It is declared to be illegal and a violation of this chapter for any person under the age of twenty-one years to have alcoholic liquor or malt beverages in his or her possession, or to be drunk or under the influence of alcoholic liquor or malt beverages on any street or highway or in any public place. Provided, however, this subsection does not apply to possession of alcoholic liquor or malt beverages by a person under the age of twenty-one years:
  - 1. When making delivery of alcoholic or malt beverages pursuant to his lawful employment;
  - 2. Who is in the physical presence of his or her parents or legal guardian;
  - 3. Is a licensee under this title; or
  - 4. When serving alcoholic or malt beverages pursuant to his or her employment if the person is at least eighteen years of age.
- C. It is declared to be illegal for any person to attempt to commit any offense under this section. Any person convicted of such attempt is subject to fine or jail or both, which punishment may not exceed the maximum punishment prescribed for illegally possessing alcoholic liquor or malt beverages under this section.

(Ord. No. 9-17, § 15, 6-20-2017; Ord. 2-95 § 1, 1994; Ord. 12-90 § 1, 1990; Ord. 8-88 § 6, 1988; Ord. 25-86 (part), 1986: prior code § 3-38)

(Ord. No. 2-19, 3-5-2019)

5.08.440 - Minors—Proof of age.

In order to safeguard against violations of this chapter, any licensee or his agent or employee may refuse to sell or serve alcoholic liquor or malt beverages to any person who is unable to produce bona fide evidence of his or her majority and identity. Bona fide evidence of majority and identity of a person is:

A motor vehicle driver's license or valid picture identification card issued by any state, territory or possession of the United States, the District of Columbia or the Commonwealth of Puerto Rico, a permanent resident card issued by the United States citizenship and immigration services, a valid picture identification card issued to a member of the armed forces or an internationally accepted passport document with a discernible date of birth and photograph is prima facie evidence of the age and identity of a person.

(Ord. 24-96 § 13, 1996; Ord. 25-86 (part), 1986; prior code § 3-39)

(Ord. No. 2-19, 3-5-2019)

5.08.450 - Minors—False proof of age.

Any person under the age of twenty-one years who attempts in any manner to purchase alcoholic or malt beverages or who falsifies any identification or uses any false identification in order to obtain alcoholic or malt beverages is guilty of a misdemeanor.

(Ord. 24-96 § 14, 1996; Ord. 8-88 § 8, 1988; Ord. 25-86 (part), 1986; prior code § 3-41)

(Ord. No. 2-19, 3-5-2019)

5.08.460 - Minors—Age violation—Defense to prosecution.

Proof that a licensee or his employee or agent has demanded, was shown and acted in reliance upon such bona fide evidence as required in this chapter in any transaction, employment, use or permission forbidden herein is a defense to any criminal prosecution for the sale of alcoholic or malt beverages or liquor to a person under the age of twenty-one years or to any proceedings for the suspension or revocation of any liquor license based thereon.

(Ord. No. 2-19, 3-5-2019)

5.08.470 - Bottle clubs prohibited.

- A. A "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.
- B. 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 and upon conviction shall be punished by a fine of not more than one hundred dollars for each offense. Each day of operation shall be deemed a separate offense. This subsection shall not apply to any person lawfully licensed under the liquor laws of the state or the city and operating in compliance with the law.

(Ord. 25-86 (part), 1986; prior code §§ 3-6, 3-7)

(Ord. No. 2-19, 3-5-2019)

5.08.480 - Open container restrictions.

A. It is unlawful:

1. For any person to sell or dispense alcoholic liquor or malt beverages in open containers from the licensed facilities used to serve customers for off-premises consumption, commonly referred to as a "drive-up window";
2. To operate a motor vehicle in which alcoholic liquor or malt beverages are present in an open container, unless the opened container is in the trunk, an outside compartment, or an inside compartment of a vehicle without a trunk; provided, the inside compartment is not accessible to the driver or any other person in such vehicle, i.e., the cargo area behind the rear most seat in a passenger van or station wagon when no passenger occupies the rear most seat;
3. To possess or consume alcoholic liquor or malt beverages from an open container in a motor vehicle;
4. To possess or dispense alcoholic liquor or malt beverages in an open container in any open space and certain structures in the city unless a license or permit authorizing same has been issued by the city manager or his or her designee. However, nothing in this chapter shall be interpreted as authorizing the possession of open containers of alcoholic liquor or malt beverages in or on motor vehicles;
5. For any person or lessee of an unlicensed restaurant to permit any person to possess or consume alcoholic liquor or malt beverages from an open container within the restaurant.
6. Notwithstanding this section, a resealed bottle of wine may be transported as provided in the Restaurant License section.

B. Definitions.

1. "Certain structures" means any city owned, operated or leased offices, public safety or maintenance facility and any building or structure used primarily for public entertainment, i.e., theaters, amusement centers, restaurants and the like, excluding, however, structures duly licensed to sell or dispense alcoholic liquor or malt beverages.
2. "Open container" means any glass, cup, bottle, can or other receptacle used for drinking, other than the beverage's original unopened package or container, the seal of which has not been broken and from which the original cap, cork or other means of closure has not been removed.
3. "Open space" means any street, alley, public way, sidewalk, public or private parking lot set aside for business use, and any other unenclosed public property. However, any golf course within the city limits shall not be considered open space.

(Ord. 11-05 § 4, 2005; Ord. 30-04 § 1 (part), 2004; Ord. 25-99 § 1, 1999; Ord. 25-86 (part), 1986: prior code §§ 3-5, 3-8)

(Ord. No. 2-19, 3-5-2019)

5.08.490 - Public intoxication prohibited.

Every person within the limits of the city who is under the influence of alcohol or any drug is guilty of a misdemeanor if they are found:

- A. Upon any city street, alley, or thoroughfare, or in any public or semi-public place within the city where the public has the liberty to enter and exit, or in any vehicle on public or semi-public property within the city, in such a condition that he or she is unable to exercise care for his or her own safety or the safety of others; or
- B. Interfering with, obstructing, or preventing the free use of any street, sidewalk, or other public way; or
- C. Sleeping or unconscious in that condition in any public or semi-public place within the city; or

- D. Intruding upon any private premises without the consent of the owner or occupant therefore; or
- E. Turbulent, violent, menacing or disorderly to such an extent as to jeopardize persons or property or to such an extent as to menace the public peace and safety.

(Ord. 25-86 (part), 1986: prior code § 3-2)

(Ord. No. 5-15, § 1, 6-2-2015; Ord. No. 2-19, 3-5-2019)

#### 5.08.500 - Unlicensed structures declared a nuisance.

Any building, house, structure, room or place, except as such is used exclusively as a dwelling, where alcoholic, spirituous, fermented, malt liquor beverage is offered for sale, exchanged for goods or in any way delivered otherwise than in consummation of a gift, which house, building, structure, room or place is not licensed under the provisions of this chapter is declared to be a nuisance. It is unlawful to maintain a nuisance as defined herein and any person who maintains such nuisance is guilty of a misdemeanor and may, upon conviction, be punished as provided by Chapter 1.28 of this code or any amendments thereto.

(Ord. 25-86 (part), 1986: prior code § 3-4)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.510 - Beer keg regulations.

- A. All licensees operating within the city who sell keg beer or party balls for consumption off licensed premises shall positively identify the purchaser by name, address, date of birth and shall maintain a state form on file for use of local authorities, if necessary.
- B. Anyone selling keg beer or party balls for off-premises consumption who fails to require the signing of a receipt at the time of sale is guilty of a misdemeanor.
- C. Any purchaser of keg beer or party balls who knowingly provides false information on the receipt required by subsection A above shall be guilty of a misdemeanor. Such person shall be punished by a fine of not less than three hundred fifty dollars nor more than seven hundred fifty dollars for the first conviction of this section. For a second conviction of this section within twelve months, such person shall be punished by a fine of not less than five hundred dollars nor more than seven hundred fifty dollars.
- D. As used in this section, "keg" means any brewery-sealed, individual container of beer having a liquid capacity of seven and one-half gallons or more. "Party ball" means any brewery-sealed container of beer having a liquid capacity of five and one-quarter gallons.

(Ord. 22-92, 1992)

(Ord. No. 2-19, 3-5-2019)

#### 5.08.520 - Over-serving and intoxicated agents.

- A. All employees and agents of any business operating with a city issued liquor license, who are engaged in the selling (including door person, ID checkers and bouncers) or serving of alcoholic or malt beverages or the managing thereof, hereinafter "alcohol server staff," shall successfully complete an alcohol server training program as approved by Wyoming Statutes Section 12-2-402, within ninety 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 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 by police officials, at any time when the premises is open for business, to ensure compliance with the server training requirements of this section.

Violations of this section are subject to a graduated fine schedule, based on a calendar year. For the first violation a fine of up to one hundred fifty dollars shall be imposed; for violation two a fine of up to two hundred dollars shall be imposed; for violation three a fine of up to two hundred fifty dollars shall be imposed. All violations thereafter in that same calendar year shall result in a fine of two hundred fifty dollars. All violations after the first two in each calendar year shall require a representative of the licensee/permittee to appear at a regular meeting of the city council. After the third violation in a calendar year (fourth violation and each one thereafter) shall result in a seven-day suspension of the license/permit in question; the suspension may be imposed in either the calendar year of the violations and depending upon the timing of the violations (some may not get to court or be decided during the year of violation) in the subsequent calendar year. No more than one violation per licensee/permittee may be issued per inspection and not more than one failed inspection can be conducted per week per licensee/permittee.

- B. It shall be unlawful for any employee or agent of a licensed establishment, other than stated herein, to be present on the licensed premises while intoxicated and while acting in any capacity, or purporting to act, as an agent of the licensee or permit holder; an employee or agent for purposes of this section shall not mean or include: a proprietor, a general partnership's partners, a corporation's president, a limited liability company's member(s) or a limited general partner.

(Ord. No. 2-19, 3-5-2019)

#### 5.08.530 - Violation/enforcement.

Violations of this chapter may be enforced in the municipal court of the city as misdemeanor offenses punishable by up to a seven hundred fifty dollar fine for each offense, in the manner authorized and described in Wyoming Statutes Section 12-1-101 et. seq. as they may be amended from time to time. Appeals of any of these actions may be taken as allowed and in the manner specified by applicable state statutes. Any law enforcement agency issuing a citation or other charging document for a violation of this chapter shall notify the city clerk of said charge within five business days of its issuance.

(Ord. No. 2-19, 3-5-2019)

#### 5.08.535 - Licensure considerations and administrative fees.

Violations of this code and/or Wyoming Statutes may also be factors in the consideration of suspensions, revocations, nonrenewals or conditional renewals of licenses and permits.

In recognition of the fact that license holders who repeatedly violate the provisions of this code create an undue burden of the city in administering liquor licenses, in addition to any other penalties or remedies, licensees shall be subject to administrative fees of one thousand dollars for the third violation of this chapter within any consecutive twenty-four month period, and five thousand dollars for a fifth or subsequent violation within a consecutive twenty-four month period. Any violation relating to the license holder or licensed premises shall apply to this subsection, regardless of whether separate individual employees or agents of the licensee committed the individual violations. The violations need not be of the same section or subsection of this chapter to be counted in this total.

A notice to pay said fee shall be issued by the city clerk to the licensee upon notification by the court of licensee's convictions for the relevant offenses. The time frame for accumulation of the violations shall be the date of violations, not the dates of conviction. If such fee is not paid, or an appeal hearing before council requested in writing to the city clerk and accompanied by a bond in the amount of the fee at issue within ten days of the notice being given by the clerk, the license shall be suspended until such time as the fee is paid to the city clerk. If an appeal hearing is requested, it shall be in council's sole discretion, after hearing all the relevant facts in the matter,

whether to suspend part or all of the fee. The hearing shall not be a contested case hearing, and the Wyoming Administrative Procedure Act shall not apply to such hearing.

(Ord. No. 2-19, 3-5-2019)

#### 5.08.540 - Council hearing and appeal of suspension or revocation.

If it appears to the city council that there are concerns that a suspension or revocation of a license may be appropriate, the licensee shall be afforded an opportunity for hearing before the city council. The purpose of such hearing is to allow the licensee to provide information demonstrating that such action is not warranted. Notice of such hearing shall precede consideration of the matter by at least ten days, shall be served personally or by mail to the address of the licensee listed on the licensee's most recent liquor license application to the city, and shall include a statement:

1. That it appears to the city council that there are concerns that a suspension and/or revocation of the licensee's license may be appropriate;
  2. Summarizing the nature and date(s) of the incidents resulting in the concern(s);
  3. That a hearing on the subject has been scheduled before the city council, and further informing the licensee of the time and place of the hearing; and
  4. That the purpose of the hearing is to allow the licensee to offer corrections and/or contest the information before council which has given rise to the concern(s).
- A. At a hearing, a licensee may appear in person or through counsel. A licensee will be given an opportunity to present evidence and argument on the relevant issue. Evidence relied on shall consist of information commonly relied upon by reasonably prudent people in the conduct of their serious affairs. Irrelevant, immaterial or unduly repetitious evidence shall be excluded. A record shall be made of the proceeding and shall include the following:
1. All notices and intermediate rulings;
  2. Evidence received or considered by the city council including information officially noticed and received from the municipal court;
  3. Questions and offers of proof, objections and rulings thereon;
  4. Any proposed findings and exceptions thereto; and
  5. Any opinion, findings, decision or order of the city council and any report by any hearing officer.
- B. Nothing shall preclude the city council from appointing one or more hearing examiners or officers to conduct any hearing called for by this section for the purpose of assembling a record for subsequent consideration by the city council. If a hearing examiner is appointed, the council shall direct the examiner to forward the record of the hearing to the council either with or without proposed findings of fact and conclusions of law, and with or without the opinion/recommendation of the examiner.
- C. Following the hearing described in this section, and based upon the information considered and received at such hearing, and the sanctions described, the city council shall:
1. Order the suspension of the license in question;
  2. Authorize the city attorney to prepare and file with the district court a petition to revoke the licensee's license; or
  3. Find that suspension or revocation is not required by the terms of this section;
  4. Place conditions upon the license and licensee which shall address concerns of the council which exist after the hearing.

City council decisions shall be in writing, shall be supported by findings of fact and conclusions of law, and shall be delivered to the licensee in interest either personally or by mail at the address listed on the licensee's most recent liquor license application to the city.

- D. The city council's action suspending a licensee shall be subject to review in the district court in accordance with the procedural rules heretofore or hereinafter adopted by the Wyoming Supreme Court concerning the review of administrative actions. Filing an appeal as provided in such rules, stays enforcement of the suspension decision pending final order on the appeal. The city council's action may be set aside by the district court if it finds the action to be:
  - 1. Arbitrary, capricious, or otherwise not in accordance with law;
  - 2. Without observance of the procedure required by law; or
  - 3. Unsupported by substantial evidence.
- E. If a license is revoked, except as provided in Wyoming Statutes Section 12-7-201(d) concerning the expiration of a licensee while a revocation order is under appeal, the holder of such revoked license shall not be eligible to apply for a new license for a period of twelve months from the date of revocation.

(Ord. No. 2-19, 3-5-2019)

## Chapter 5.38 - ITINERANT MERCHANTS/UNSOLICITED SALESMEN

### 5.38.010 - Definitions.

- A. "Itinerant merchant" or "itinerant business," as used in this chapter, shall include all persons not having a permanent place of business in the city, engaged in selling or offering for sale, any goods, services, carnival rides or merchandise of whatever nature, in any open space, from a temporary stand, under tents, canopies, or membrane structures, from a vehicle on property not owned by such person, or in any other manner from any place which is not located in a building which meets building code requirements and which has been approved for occupancy.
- B. "Permanent place of business" means a building meeting building code requirements and approved for occupancy by the city. Such building shall be on a properly zoned lot for the particular business conducted.
- C. "Prohibition sign" means any and all signs or notices in the English language of legible size, designed and apparently intended to serve notice or convey the meaning that any person coming upon the property where the same is posted as an unsolicited salesman is unwelcome and is not to call upon the occupant or tenant of the property.
- D. "Residential property" means any and all homes, houses, basements, apartments, trailers, tents, hotels and other buildings or structures or portions thereof used or occupied by any person as a home or place of abode located within the city.
- E. "Temporary stand" means any structure which does not meet building codes required for human occupancy.
- F. "Tents, canopies and temporary membrane structures" means structures used for a temporary purpose as defined by the Uniform Fire Code, including but not limited to air-inflated structures, air supported structures and tents.
- G. "Unsolicited salesman" means any person who sells, offers for sale, takes or solicits orders for, gives away, delivers or promises to deliver in the future or displays any goods, wares or merchandise or other personal property of any kind whatsoever, who sells, offers for sale, offers to, solicits or takes orders for the performance of or distributes literature or other information of any and all types of services including securities, policies of insurance, reading material or entertainment at or upon any residential property other than such residential property as is owned or occupied by such person without invitation of the owner or occupant. However, any person operating a business from their home within the city, and who conducts activities covered by this chapter in conducting that business, shall be exempt from the provisions of this chapter. Unsolicited salesmen shall not include an itinerant merchant.



(Ord. 48-00 § 1 (part), 2000; Ord. 5-97 § 1 (part), 1997; Ord. 8-79 § 1, 1979)

5.38.020 - License—Required—Term—Exemptions.

- A. No person shall carry on the trade or occupation of itinerant merchant or unsolicited salesman within the city until such person shall have obtained an annual license, under the provisions of Section 5.04.010 of this title, and paid a fee, which shall be established by resolution of the city council.
- B. No person may carry on business as an itinerant merchant for more than ten total days in any one year. Any person carrying on business as an itinerant merchant for any longer than ten days in any one calendar year shall obtain a permanent place of business in the city from which to operate; however, vendors of fresh produce and/or Christmas trees may apply to the city manager or his designee for one ninety-day exemption to this chapter per year.

Following the ninety-day exemption period, vendors of Christmas trees and/or fresh produce may apply to the city manager or his designee for one thirty-day extension of the exemption for a reasonable business need.

Any denial by the city manager or his designee may be appealed to the city council or its designated hearing examiner under Section 2.22.020 of this code by filing a written notice of appeal with the city manager within ten days of the denial.

- C. Any participants in an event recognized by the city manager or his designee, such as a craft fair, festival, bazaar or similar activity shall be exempt from the provisions of this chapter.
- D. Charitable organizations and all persons representing them are exempt from the provisions of this chapter, provided that the charitable organization shall secure from the city manager a letter of exemption which shall be issued to such charities as the city manager shall find to have lawful charitable purposes. The city manager's letter of exemption shall be available at all times on the premises for inspection by any police officer or any other officer authorized to inspect for licenses or letters of exemption.

(Ord. 39-07 § 2, 2007; Ord. 48-00 § 1 (part), 2000; Ord. 5-97 § 1 (part), 1977; Ord. 8-79 § 2, 1979)

(Ord. No. 4-11, §§ 1, 2, 2-15-2011)

5.38.030 - License—Application.

Every person shall procure a license to engage in the trade or occupation of itinerant merchant or unsolicited salesman and shall fill out, sign and deposit with the city clerk a petition or application for a license, which shall state:

- A. The name of the person desiring the license;
- B. The residence, and in case of a corporation, the name of the president; and if a partnership, the names of the partners;
- C. The location where the trade or occupation will be conducted;
- D. The applicant's Wyoming sales tax license number;
- E. Such other information as may be required by the city manager or by the provisions of this title.

(Ord. 39-07 § 3, 2007; Ord. 48-00 § 1 (part), 2000)

5.38.040 - Location.

All itinerant businesses must be in a location which shall not create a traffic hazard, shall provide approved paved off-street parking, and shall provide temporary sanitary facilities or obtain written permission to utilize permanent sanitary facilities within four hundred feet of the proposed location.

(Ord. 48-00 § 1 (part), 2000)

5.38.050 - Unlawful acts designated.

It is unlawful for an itinerant merchant or unsolicited salesman to:

- A. Carry on the business or calling of an itinerant merchant or unsolicited salesman without a license as required by this chapter;
- B. Enter upon any residential property which is posted with a prohibition sign;
- C. Refuse to leave or continue solicitation on residential property after being advised by the occupant or tenant that he or she does not wish the product solicited or does not wish the solicitation to continue.

(Ord. 48-00 § 1 (part), 2000)

5.38.060 - Violation—Penalty.

Any person found to be violating this chapter shall be guilty of a misdemeanor punishable by a fine no less than one hundred dollars and no more than seven hundred fifty dollars. Each day of violation of this chapter shall be considered a separate and distinct violation of this chapter.

(Ord. 48-00 § 1 (part), 2000)

January 22, 2020

MEMO TO: City Council

FROM: Cally Lund, Municipal Court Judge

SUBJECT: Municipal Court Update

**Meeting Type & Date**

Council Work Session, January 28, 2020

**Action Type**

Informational Update

**Recommendation**

None.

**Summary**

The Municipal Court continues to make advancements and update in the technologies used to improve Court processes. A new CardPointe machine was installed at the Court, which allows access from the card reader to the desk of the clerks so that the clerk can complete the transaction at their desk which results in quicker customer service. In addition, it allows the Financial Analyst to perform remote monitoring of batches for every payment accepted and declined during the day, which results in greater oversight and a quicker ability to correct errors. Additionally, in working with IT quotes have been received for the Tyler Court Software and the Tyler Supervision module. This would allow uniform software across the City and also allow increased supervision of offenders with the ultimate goal being a reduction in recidivism.

At the Governor's Council for Impaired Driving meeting on December 4, 2019, Judge Lund was approached with an opportunity to receive a Drager 5000, which is an accurate means of testing oral fluid samples for drugs of abuse, such as amphetamines, designer amphetamines, opiates, cocaine and metabolites, benzodiazepines, cannabinoids, and methadone. Court staff have been working with the Police Department to use it as a tool for both the Police Department and the Court probation program. In addition, the Police Department was also able to provide the Court with a portable breathalyzer to provide greater pre-sentence options for indigent defendants which is utilized by the Court probation program.

Through the Governor's Council for Impaired Driving, Judge Lund has collaborated with entities and Courts throughout the State to assess and address areas in the State which are lacking with regard to the prevention of intoxicated driving offenses. As a result of these conversations, the Court has increased its pre-sentence supervision which was specifically addressed as an issue throughout the State. The Court requires all Defendants to be on some type of random drug and/or alcohol screening along with other standard bond conditions. The Case Coordinator has put together referral sheets which include all testing options in Natrona County to fully inform defendants and ensure that testing is completed according to bond conditions. In addition, the Court

has been working with several other departments on reducing the amount of search warrant refusals in the City of Casper. Furthermore, for deferral prosecutions the Court has initiated a new procedure where the charitable donations from the deferrals are now paid to the Self-Help Center which in turn provides substance abuse and alcohol evaluations to indigent defendants that previously had no way to pay for such assessments. This results in less time incarcerated for indigent defendants, and a greater likelihood of rehabilitation when the assessments are completed.

There has been an increase in the amount of animal cruelty cases within the City. There are a variety of sentencing options which the Court takes into consideration when sentencing Defendants. One sentencing consideration that comes into particular effect when dealing with animal cruelty offenses are whether the offender was particularly cruel, or particularly destructive, vindictive, and whether the offender is genuinely contrite or remorseful. Many of these cases involve indigent individuals and extreme cruelty and damage to animals. Both sides must be taken into account, and therefore the Court has established an alternative sentencing practice of ordering community service for the fines of the offense with the community service being donations of dog food which is then provided to Metro Animal Shelter. Excellent feedback has been provided on this sentencing option both from defendants who then understand the consequences of their actions and also Metro Animal Shelter staff.

The Court began verifying insurance using Verisol software last spring, and we are now working with the City Attorney's office on two additional processes to stream line customer service for those that have verifiable driver's licenses and verifiable registration at the time of the stop. This should be fully implemented by March 1, 2020.

Court staff are continuing to audit cases and purge files. Any files prior to 2010 are being documented and then sent to archives with the State, and any cases from 2010 to current that are not already into JustWare are being added into the database. The goal is that in the upcoming year, all paper files can be completely eliminated. Furthermore, we have worked with the Police Department to receive a monthly deceased individual list to quash all outstanding warrants, waive fines due to death, and close cases for those deceased individuals so those outstanding amounts do not remain on the books.

One of the main things that the Court is looking forward to in 2020 is hosting the Municipal Court Conference May 6-8 which brings judges, attorneys, and clerks from around the state to the City of Casper for training. Judge Lund is the Vice President of the organization and two clerks Erica Ketchum and Aja Drury are on the committee for education for clerks. The staff is very excited about the program that has been put together with participation from following; the Casper Police Department which will be doing a canine demonstration and Detective Shannon Daly will be discussing fraud and identifying fake bills, Jen Miner presenting on Restorative Justice, Amanda Nelson with the Casper College paralegal program who will present on redaction, clerks, and giving legal advice, Jill Kiester with child support enforcement who will be speaking on Motivational Interviewing, the Self Help Center and the Wyoming Rescue Mission who will be speaking on the

issues of indigent defendants and mental health, Mark Gifford who will speak on the unauthorized practice of law, Shawn Houck with Oil City News who will speak on media as a resource for Courts, Laura Emmitt with the 24/7 program, Carol Bough with Think Safe, Live Safe and two of the Casper Municipal Court's own Lauren Bezold speaking on probation programs for minors and DUI's, which this program has been commended when discussed at the Governor's Council for Impaired Driving meetings, and Deidra Rowe on Financial Management of Courts and Administrative Accountability. In addition to the main conference, the Court will host a Judges training with the Wyoming Supreme Court on May 5 which will bring many experienced judges from across the State to collaborate. As always, we are so grateful for the generosity of the City, the community, and our speakers to assist us in putting on this conference.

The Municipal Court also has a new bailiff Alton Jue (AJ) who came to the City of Casper with an extremely vast array of experience from both his time with the West Valley City Police Department and the Wyoming Law Enforcement Academy. Through collaboration with the Police Department and City Attorney's office, AJ was able to assist in training on court decorum, procedures, with several new police recruits.

Finally, a success story from our probation program. A Defendant received a second DUI while on bond for their first DUI and was ultimately sentenced to one year of probation with a condition to follow recommendations of their ASI. The individual successfully completed in-patient treatment, but was then homeless and living at the Wyoming Rescue Mission. During the one-year probation, the individual finished their CNA license, married their sober partner, secured a full time job as a CNA, and has moved into an apartment. Not only was the individual successful in their rehabilitation, but they also give back and have become a regular at AA and the 12-24 club and has celebrated one year of sobriety.

**Financial Considerations**

None at this time.

**Attachments**

None

January 20, 2020

MEMO TO: J. Carter Napier, City Manager *JC*  
FROM: Liz Becher, Community Development Director *LB*  
SUBJECT: Downtown Parking Garage

**Meeting Type & Date:** Council Work Session, January 28, 2020

**Action Type:** Direction requested

**Recommendation:** That Council consider the current pricing structure and downtown parking garage operations, in relation to the recent parking enforcement commitments, and direct staff on any modifications they would like to incorporate into the day-to-day management.

**Summary:** Following the work session on December 10<sup>th</sup>, 2019, which was a 3<sup>rd</sup> discussion in a series about the status of downtown parking, Council asked for a work session to discuss the City-owned parking structure. Specifically, the use of pricing incentives that might be created to encourage greater use of the parking garage, thereby opening up parking spaces on downtown streets.

Staff discussed the purpose of this work session with the Downtown Development Authority (DDA) Board at their monthly meeting in early January. Excellent dialogue ensued about the status of downtown parking from the merchant perspective. The board members all weighed in on the use of the parking garage, and management challenges. The overall consensus was that enforcement and citation follow-through are absolutely critical for downtown merchants, and to encourage the use of the parking garage and public parking lots.

As previously reported, there are 506 *public* parking spaces in the downtown business district and 994 *private* parking spaces which, when consistently utilized, will improve the turnover on the City streets. The downtown parking structure, owned by the City and managed by the Downtown Development Authority (DDA) has 449 parking spaces; 45 of which are dedicated to the residents in the Wyoming Bank Building apartments. Current occupancy is at 80%.

The DDA believes that with expanded police enforcement and consistent fine procedures being pursued, violators of downtown parking will become monthly, paid subscribers of the downtown parking garage, and raise the occupancy rate up to 90-95%. They do not want to see the free parking increased to 4 hours, because they believe the increased police enforcement will motivate citizens to park in the garage and pay the minimal rate.

City MPO staff will begin producing a quarterly newsletter, called the *Parking Space*, in partnership with the CPD and Municipal Court, for distribution to downtown businesses, and

available on the City website, to inform citizens of parking lot locations, enforcement updates, and parking citation statistics. There will also be a section about mobility management, which is the newest concept in transportation planning.

**Financial Considerations:** Any capital considerations for the parking garage would be funded from the Parking Reserves fund.

**Oversight/Project Responsibility:** Liz Becher, Community Development Director

**Attachments:**

Letter from the DDA, dated January 21<sup>st</sup>

Rate sheet for downtown parking structure and surface lot at 1<sup>st</sup>/Center



**DOWNTOWN DEVELOPMENT AUTHORITY**

January 21, 2020

Mr. Carter Napier  
City of Casper  
200 N. David  
Casper, WY 82601

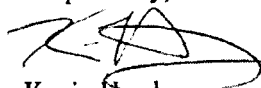
Mr. City Manager,

Thank you for the opportunity to contribute to the conversation regarding parking availability and enforcement in downtown Casper. As the management contractor of the garage and surface parking lot for the city of Casper for the last six years, we have observed an array of opportunities and challenges. A few key takeaways to contribute to the conversation are bulleted below:

- We agree 100% that consistent enforcement of the free Two-Hour street parking is paramount above all else.
- We caution against reduced fees or additional incentives for parking. Hourly parking makes up 5% of total revenue at the Parking Garage. The bread and butter of operational stabilization comes from over 350 monthly parking permit holders. Our concern would be disrupting monthly permit holders and harming operations, which to date, remain self-sufficient. Parking spaces at a reduced fee are available for \$20 per month on the uncovered roof.
- A multitude of on-street spots should become available from downtown employees once enforcement occurs. Consistent enforcement will drive habitual offenders to become monthly permit holders at the parking garage, ensuring on street spaces remain available to future patrons.
- Should a downtown patron be unable to quickly locate free on-street parking, that same patron can park in the garage for a free two-hour period by utilizing the validation program from a participating merchant.
- With a commitment to enforcement, the DDA would create, distribute, and market a campaign to educate the downtown property owners, merchants and residents of forthcoming changes. This campaign would also include a color-coded map of additional "free" parking sites throughout downtown, as well as information regarding the Free Validation Sticker program.
- We do ask that outstanding repair items at the Garage are serviced before significant changes occur. Items include damaged ticketing machines, gate arms, and stairwell/elevator lighting ballasts that are inoperable.

The board extends its sincere appreciation to you and your staff for all you do to help move downtown Casper forward.

Respectfully,

  
Kevin Hawley  
Executive Director





### **Monthly Rates**

- \$43 for covered parking
- \$35 for each additional covered parking space
- \$20 for uncovered parking



### **First & Center Lot**

- \$43 Per Space



### **Hourly Rates**

- \$2.00 Minimum (2 Hours)
- \$1.00 Per Hour (After 2 Hours)



### **Validations**


- Validations are available from Downtown merchants
- Make sure to ask your favorite local shop





### **Validation Stickers**

1 Sticker = 0 – 2 hours

January 28, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Jolene Martinez, Assistant to the City Manager   
M. Jeremy Yates, Community Relations Coordinator 

SUBJECT: The City of Casper's 2019 Human Rights Campaign Municipality Equality Index Score and Proposed LGBTQ Advisory Committee

Meeting Type & Date

Work Session, January 28, 2020

Action Type

None

Recommendation:

Information Only

Summary:

At the request of then Mayor Charles Powell, city staff investigated how to improve the City of Casper's 2019 draft Human Rights Campaign's (HRC) Municipality Equality Index (MEI) score. Mayor Powell did not believe that the draft score accurately represented the City of Casper's commitment to equality nor did it highlight the welcoming nature of our community.

For several years, the Human Rights Campaign has included Casper in its MEI Scorecard. Other Wyoming cities scored include Cheyenne, Laramie, Gillette, Rock Springs, Jackson, and Sheridan. In 2019, only Rock Springs has a lower MEI score than the City of Casper. City staff contacted HRC to discuss a few key areas where staff disagrees with how HRC has scored Casper. Despite conversations and supplying documents, HRC did not reconsider, and Casper's score remained at 11. Should Council want to significantly increase the MEI score, the largest area to gain points is in the reporting of hate crime offenses. However, this is a complex issue that will require further investigation and recommendations from the police department.

Regardless of MEI, Casper should take concrete steps to make sure Casper is seen as a welcoming and equitable community. At Council's direction, staff has organized a LGBTQ Steering Committee to discuss establishing a LGBTQ/Human Rights Advisory Committee to advise current and future Councils on issues important to Casper's LGBTQ community pending formal approval. Additionally, a LGBTQ liaison in the City Manager's Office has been appointed, and in the City Hall remodel, a gender-neutral, single occupancy restroom will be created.

Financial Considerations

None at this time

Oversight/Project Responsibility

City Manager's Office

Attachments

A copy of Casper's 2019 MEI Scorecard is attached.

### I. Non-Discrimination Laws

This category evaluates whether discrimination on the basis of sexual orientation and gender identity is prohibited by the city, county, or state in areas of employment, housing, and public accommodations.

	STATE	COUNTY	MUNICIPAL	AVAILABLE
Employment	0/0	0/0	0/0	5/5
Housing	0/0	0/0	0/0	5/5
Public Accommodations	0/0	0/0	0/0	5/5
<b>SCORE</b>	<b>0 out of 30</b>			
<b>BONUS</b> Single-Occupancy All-Gender Facilities	+0	+0	+0	+2
<b>BONUS</b> Protects Youth from Conversion Therapy	+0	+0	+0	+2

### II. Municipality as Employer

By offering equivalent benefits and protections to LGBTQ employees, awarding contracts to fair-minded businesses, and taking steps to ensure an inclusive workplace, municipalities commit themselves to treating LGBTQ employees equally.

	COUNTY	CITY	AVAILABLE
Non-Discrimination in City Employment	7/0	7/7	7/7
Transgender-Inclusive Healthcare Benefits	0/0	0/6	6/6
City Contractor Non-Discrimination Ordinance	0/0	0/3	3/3
Inclusive Workplace	0/0	0/2	2/2
<b>SCORE</b>	<b>7 out of 28</b>		
<b>BONUS</b> City Employee Domestic Partner Benefits	+0	+0	+1

### III. Municipal Services

This section assesses the efforts of the city to ensure LGBTQ constituents are included in city services and programs.

	COUNTY	CITY	AVAILABLE
Human Rights Commission	0/0	0/5	5/5
NDO Enforcement by Human Rights Commission	0/0	0/2	2/2
LGBTQ Liaison in City Executive's Office	0/0	0/5	5/5
<b>SCORE</b>	<b>0 out of 12</b>		
<b>BONUS</b> Youth Bullying Prevention Policy for City Services	+0	+0	+1
<b>BONUS</b> City Provides Services to LGBTQ Youth	+0	+0	+2
<b>BONUS</b> City Provides Services to LGBTQ Homeless People	+0	+0	+2
<b>BONUS</b> City Provides Services to LGBTQ Elders	+0	+0	+2
<b>BONUS</b> City Provides Services HIV/AIDS Population	+0	+0	+2
<b>BONUS</b> City Provides Services to the Transgender Community	+0	+0	+2

### IV. Law Enforcement

Fair enforcement of the law includes responsible reporting of hate crimes and engaging with the LGBTQ community in a thoughtful and respectful way.

	MUNICIPAL	AVAILABLE
LGBTQ Police Liaison or Task Force	0/0	10/10
Reported 2017 Hate Crimes Statistics to the FBI	0/0	12/12
<b>SCORE</b>	<b>0 out of 22</b>	

### V. Leadership on LGBTQ Equality

This category measures the city leadership's commitment to fully include the LGBTQ community and to advocate for full equality.

	MUNICIPAL	AVAILABLE
Leadership's Public Position on LGBTQ Equality	3/3	5/5
Leadership's Pro-Equality Legislative or Policy Efforts	1/1	3/3
<b>SCORE</b>	<b>4 out of 8</b>	
<b>BONUS</b> Openly LGBTQ Elected or Appointed Municipal Leaders	+0	+2
<b>BONUS</b> City Tests Limits of Restrictive State Law	+0	+3


**TOTAL SCORE 11 + TOTAL BONUS 0 = Final Score 11**  
CANNOT EXCEED 100

PTS FOR SEXUAL ORIENTATION — PTS FOR GENDER IDENTITY + BONUS PTS for criteria not accessible to all cities at this time.

FOR MORE INFORMATION ABOUT CITY SELECTION, CRITERIA OR THE MEI SCORING SYSTEM, PLEASE VISIT [HRC.ORG/MEI](http://HRC.ORG/MEI). All cities rated were provided their scorecard in advance of publication and given the opportunity to submit revisions. For feedback regarding a particular city's scorecard, please email [mei@hrc.org](mailto:mei@hrc.org).

[hrc.org/mei](http://hrc.org/mei)

January 16, 2020

**MEMO TO:** J. Carter Napier, City Manager   
**FROM:** Jolene Martinez, Assistant to the City Manager  
**SUBJECT:** Council 2019 Goals and Objectives Progress Report

**Meeting Type & Date**

Council Work Session January 28, 2020

**Action Type**

Information only

**Recommendation**

No recommendation

**Summary**

Council held a meeting on February 25, 2019 to outline its strategic goals and directed staff to develop objectives and tasks to meet the goals. Staff drafted objectives and tasks for Council consideration at their March 26, 2019 work session. Council reviewed the draft formally adopted, via resolution, the goals and objectives at their April 2, 2019 meeting.

Staff has worked to achieve the goals and objectives based on a two-year timeline. In the first year, solid progress has been made in the areas of increasing workforce housing; investing in high quality broadband infrastructure for business development; enhancing community gateways; increasing sworn police staffing; enhancing security at city facilities; investing in a robust training program for public safety personnel; expanding active shooter community training; and evaluating the needs for a police and fire station. Areas for achievement in year two include: creating development incentives for workforce housing; coordinating infrastructure improvements with neighborhood redevelopment; updating the Bike, Pedestrian and Pathway Plan; implementing the wayfinding project; implementing downtown parking enforcement; identifying marketing opportunities for attracting new businesses; increasing training for public safety personnel; improving public safety response; and evaluating ways to reduce fleet replacement costs. A progress report is attached.

**Financial Considerations**

There are no financial considerations

**Oversight/Project Responsibility**

J. Carter Napier, City Manager

**Attachments**

Progress report

# **Council Goals 2019**

## **Progress Report 1.2020**

### **Background**

Much study, research, funding, and public input have gone into recent city and state efforts such as Generation Casper Comprehensive Plan (2017) and Governor Mead's ENDOW Initiative (2018). These two pieces of work complement each other as well as complement Council's Goals. The public input, findings, and recommendations of Generation Casper and ENDOW were used as guidance in developing focus areas, objectives, and strategies to address Council's goals.

Council has three goals: Enhance the attractiveness of the community for business and workforce development; Enhance public safety and the efficiency of police and fire operations; and Provide the highest quality service to citizens.

Generation Casper Comprehensive Plan is Casper's land use policy document that will help ensure efficient city services, adequate key infrastructure, and continued growth of Casper's unique quality of life. Generation Casper is based on six themes: Endless Character; Vibrant Urban Center; Distinctive Regional Hub; Enhanced Connectivity; Embrace the River; and Undiscovered Quality of Life.

ENDOW (Economically Needed Diversity Options for Wyoming) sees five building blocks for Economic Opportunities and Job Growth in Wyoming: Workforce and Education; Health and Quality of Life; Infrastructure; Entrepreneurial Ecosystem; and State Capabilities. Council's Goals nearly mirror the ENDOW building blocks when State Capabilities is replaced with City Capabilities.

When viewed holistically, tracked, and measured, Council's Goals represent a nice nexus of public input and public direction gathered through the aforementioned initiatives.

# Goal 1

## Enhance the attractiveness of the community for business and workforce development.

### Focus Area: Housing Options

The City of Casper will leverage the addition or redevelopment of desirable workforce housing to create 100 opportunities by doing the following:

Objective A: Coordinate and prioritize neighborhood redevelopment with Public Services and Public Safety. *(Andrew, Keith, Liz)*

1. Review following neighborhoods for re-development using quality of life measurements to leverage 25 units for redevelopment with key infrastructure improvements.
  - o Ft Caspar Phase III
  - o West NCHS
  - o North Casper
    - K Street corridor
  - a. Present Council with findings and a recommendation for consideration in fall 2019.
2. Review options of underutilized multifamily housing stock for redevelopment to leverage 25 units of workforce housing.
  - a. Present Council a proposal by April 2021.

**STATUS 1.2020:** Part I offenses, consisting of homicide, rape, robbery, assault, burglary, larceny-theft, motor vehicle theft, and arson, were mapped against the Pavement Condition Index. Based on that analysis, phase 2 of the East K Street reconstruction is slated for summer 2020. Project limits are from North Grant Street to St. Mary Street. Improvements include street realignment to create better pedestrian connectivity; a mill and overlay asphalt surface; replacement of cast iron water mains; installation of storm sewer catch basins; ADA accessible ramps at intersections along the corridor; and miscellaneous repairs to sidewalk, curb, gutter and curbwalk. Fronting onto K Street are 14 residential lots. Casper Housing Authority is also converting the old North Casper Elementary School into their main offices, and providing a day-care for working families.

The City meets consistently with the Casper Housing Authority to review multifamily housing stock in the North Casper area. At least 25 units have been identified for redevelopment into workforce housing.

Objective B: Make City-owned land available for housing in key areas to add 30 units of workforce housing within 3 years. *(Liz)*

1. Review City-owned properties with Council by July 2019 to divest the City of housing potential land inventory by 100%.
2. Establish dates by which property could be in private ownership with Council in August 2019.

3. Develop a Request for Proposal or Bid Process for the identified target properties by August 2019.
  - a. Ensure that housing developments start within one year of each parcel being let to the private sector.

**STATUS 1.2020:** Staff received approval from the Casper City Council in August 2019 to put the Beverly Street property out for bid for private-sector development into approximately 50 units of workforce housing.

Objective C: Create development incentives for key areas to leverage the availability of 20 units of workforce lots or structures by 2022. *(Liz, John)*

1. Select development areas by February 2020.
2. Present Council with a development incentives proposal by April 2020.

**STATUS 1.2020:** Development areas still to be determined.

## Focus Area: Housing Options

	FY20 Planned	FY20 Actual	Date Due	Date Completed	Generation Casper Theme	Endow Building Block
<b>Outputs &amp; Outcomes</b>					Undiscovered Quality of Life	Health & Quality of Life
Neighborhood blocks reviewed	4				Undiscovered Quality of Life	Health & Quality of Life
Units for redevelopment	25				Undiscovered Quality of Life	Health & Quality of Life
Presentation to Council				Fall 2019	Undiscovered Quality of Life	Health & Quality of Life
Housing units leveraged	25				Undiscovered Quality of Life	Health & Quality of Life
Presentation to Council				Apr 2021	Undiscovered Quality of Life	Health & Quality of Life
Review city owned properties				Jul 2019	Undiscovered Quality of Life	Health & Quality of Life
Establish dates for private owner				Aug 2019	Undiscovered Quality of Life	Health & Quality of Life
Develop RFP/RFB				Aug 2019	Undiscovered Quality of Life	Health & Quality of Life
Private owner housing Start	1 year				Undiscovered Quality of Life	Entrepreneurial Ecosystem
City owned property listed					Undiscovered Quality of Life	Health & Quality of Life
City owned property sold					Undiscovered Quality of Life	Health & Quality of Life
Workforce housing units added	30				Undiscovered Quality of Life	Health & Quality of Life
Select development areas				Feb 2020	Undiscovered Quality of Life	Health & Quality of Life
Presentation to Council				Apr 2020	Undiscovered Quality of Life	Health & Quality of Life
Incentive workforce lots	20			2022	Undiscovered Quality of Life	State Capabilities



## Focus Area: Infrastructure Development

The City of Casper will invest in high quality, reliable infrastructure necessary for increased business development opportunities and quality of life by doing the following:

Objective A: Evaluate opportunities that exist with broadband and other digital infrastructure to improve redundancy by 75% and provide high speed access for every business by 2022. *(Tracey, John)*

1. Consult with private partners to gather a capability, capacity, and need analysis by end of FY2020.
  - a. Establish priorities for future use with the Council in summer of 2020.
2. Analyze the City's needs regarding City leases of fiber optic cabling by the end of FY2020.
  - a. Establish cost needs for long term, redundant fiber optic network connecting City facilities to form proposal for Council consideration by September 2020.

**STATUS 1.2020:** Meetings have been held with both Charter and Visionary Communications about providing additional fiber services for City operations. Charter is going to provide options for the City to lengthen the terms of its existing twenty-year fiber optic agreement (IRU) that expires in 2026. The company will also evaluate the possibility of expanding to additional facilities and/or providing redundancy between sites. Visionary is also evaluating the location of City facilities to determine where it may be able to provide fiber services, either new locations or for the purposes of redundancy. Proposals are expected from both companies for capital planning needs.

Charter/Spectrum has announced the provision of gigabit Internet speeds to its Casper customers in Nov. 2019.

Objective B: Connect all major business and recreational segments to population centers via pedestrian access by 2022 to increase walkability with more interconnectivity and reduce connectivity gaps by 15% each year. *(Andrew, Tim, Liz)*

1. Partner with the Platte River Trails Trust to execute any capital contracts necessary to complete the planned trail projects by October 2019.
2. Update the Bike, Pedestrian, and Pathway Plan (2015) in 2020.
3. Implement key elements of the Bike, Pedestrian, and Pathway Plan (2020) in years 2020-2022.
  - a. Identify 3 opportunity areas for implementation for inclusion in the FY 21 budget.

**STATUS 1.2020:** Partnerships with the Platte River Trails Trust have been identified for trail development along the Poplar Street to First Street section of the Platte River Revival project and in North Casper.

The Bike, Pedestrian, and Pathway Plan from 2015 is in the process of being updated with funds from MPO. Funding sources will be identified for selected projects.

Notable pathway and pedestrian amenities constructed within the last year or scheduled for construction include the following:

- Rotary Park Phase II - a new multi-use detached asphalt pathway along Casper Mountain Road from the intersection of Wyoming Boulevard and Casper Mountain Road extending to the south for approximately 7,650 feet, or 1.45 miles. Funded by: TAP Grant & 1%#15 Optional Sales Tax.
- Morad Park to Walmart Trail – currently under design, this pathway will be approximately 2,200 feet long and connect Morad Park to the west side Walmart. Funded by: TAP Grant & 1%#15 Optional Sales Tax.
- Midwest Avenue Bike Lane and Pedestrian Development – as part of the Midwest Reconstruction project from Elm Street to Walnut Street, a new separated bike lane will be constructed along with 10-foot concrete sidewalks. Funded by: TAP Grant, Capital Fund Reserves, 1%#14, 1%#15.
- Armory Park Bike Lane Connection – currently under design, this pathway will connect the Durbin Street bike lanes to the Casper Mountain Trail that currently begins at Casper College. Funded by: 1%#16.
- Paradise Valley to Robertson Road Trail – the city is currently soliciting proposals for the design of a pedestrian bridge and pathway to connect Robertson Road to Paradise Valley park. Funded by: TAP Grant (proposed), 1%#16.
- 2019 Platte River Trails Replacement – replaced 2030-feet of deteriorated asphalt pathway with 10-ft wide concrete pathway at the North Casper Soccer Fields Complex, and installed 1130-feet to provide pedestrian access from M St. to the trail network. Funded by: 1%#15.
- North Beverly Street Roadway Improvements – project included widening 1100-feet of sidewalk to 10-feet to improve connectivity between the Rails-to-Trails pathway network and the Platte River Trails network. Funded by: 1%#15.
- 3<sup>rd</sup> Street Improvements – Beverly to Conwell – project installed 470-feet of sidewalk to eliminate sidewalk gaps. Funded by: 1%#15.
- Verda James Pedestrian Overpass – project removed and replaced the pedestrian bridge ramps. Funded by: 1%#14, 1%#15.

Objective C: Decrease infrastructure loss caused bank erosion by 100%. (*Jolene*)

1. Complete river restoration design for First Street Reach and bid project by June 3, 2019.
2. Construct First Street Reach by December 31, 2019.
  - a. Increase wetlands as a best management practice for treating stormwater.
  - b. Increase public amenities such as parks or trails to engage with the river by 25%.
  - c. Increase public access to the river by 25%.

**STATUS 1.2020:** The First Street Reach of the river restoration project was designed, bid, and awarded. Construction delays caused by the need to address contamination from the old Amoco Refinery were significant enough that a change order will be requested to make the project a two season construction, which will extend the construction on the project into spring 2021. Two wetlands will be created and existing wetlands will be enhanced. One stormwater outfall realignment was removed from project due to cost. Grant writing and fundraising to complete the stormwater outfall realignment is underway. The goal is to bid this realignment project by June 2020 and construct in fall 2020 with the second phase of river restoration. Installation of boulder stairs on river left by Jonah

Bank increased access. Other access will be increased when First Street river restoration project construction and First Street Riverfront Park and Gateway project is completed fall 2020/2021. Amenities were removed from river restoration project due to costs. Grant writing and fundraising are underway to develop a linear riverfront park with amenities like trail and boat ramp—this has developed into its own project – First Street Gateway project.

Objective D: Decrease unenhanced gateways by 100% through implementation of the I-25 Gateway Beautification Plan. *(Andrew, Tim, Liz)*

1. Identify and budget for FY20 priority areas in May 2019.
2. Complete conceptual design plans for additional gateway elements by June 30, 2019.
  - a. Schedule out phases of implementation for the next Capital Plan (FY21).
3. Improve east gateway with iconic feature by September 2019.

**STATUS 1.2020:** Under a cooperative agreement with WYDOT, plans have been developed to enhance the I25 & Walsh Drive interchange. Improvements include the installation of decorative lighting and street trees, the extension of the Rails to Trails pathway from Walsh Drive to Curtis Street, and a 'Welcome to Casper' sign. The Center Street underpass pedestrian railing is also scheduled to be replaced summer 2020 with new, powder coated, decorative railing.

WYDOT will make enhancement funds available in 2022 for their work on I25 between Center St. and F St. Additional funds will be available in 2024 for their work along I25 between the Yellowstone Bridge and Center St. WYDOT enhancement funds will also be made available in 2024 for the intersection of CY Ave. & Wyo. Blvd. as well as Poplar St. between CY Ave. and Collins Dr.

After an extensive permitting process with WYDOT and the FHWA, the eastside 'Welcome to Casper' gateway statue, currently located east of the Hat Six Travel Plaza, is being moved to the gore area between the interstate and Hat Six Road off-ramp. Funded by the W.N. McMurry Revocable Trust, the new location will be much more visible to motorists on I25.

As an outcome of and companion to the First Street river restoration project, an additional gateway project, the First Street Gateway Project has been identified. The project includes a riverfront linear park and welcome to Casper gateway sign. Grant writing and fundraising are underway, and the project will be added to FY21 capital plan.

Objective E: Update or create business plans for City amenities to improve target services to reduce subsidies and utilities to reduce need for rate increases by 10%. *(Andrew, Tim, Tom Pitlick)*

1. Build business plans aimed at drawing more year-round use at recreational amenities by April 2020 to increase business during off season by 15% by 2021.
  - a. Increase year round use opportunities at Hogadon Lodge by paving the parking lot and installing air conditioning by September 2019, pending Council approval.
2. Identify other efficiencies and treatment needs at utilities by April 2020
  - a. Finish Utility business plan development by FY 2021.

**STATUS 1.2020:** Draft business plans have been developed for both CPU and Solid Waste. Presentations will be made to Council at an upcoming work session in March or April. Business plans for recreational amenities are complete and have been presented to the City Manager. Staff continues to look for year-round opportunities that will not increase subsidy requirements. The Hogadon parking lot will be paved in early summer 2020 and the air conditioner for the Hogadon Lodge will be installed after ski season concludes.

Objective F: Implement the Downtown Parking Study. *(Liz, Chief McPheeters)*

1. Explore use of parking meter technology by August 2019.
  - a. Implement by September 2021.
2. Recommend modernized parking enforcement programs/technology for implementation by April 2020, pending Council approval.
3. Consider the establishment of Parking Enterprise Fund to eliminate dependence upon the General Fund by 100% by 2022.

**STATUS 1.2020:** The Casper Area MPO partnered with the Casper Police Department to explore the potential for installing parking meters in downtown Casper, along key commercial corridors. The other recommendations from the Downtown Park Study were also explored – hiring parking management professional/firm, and increasing enforcement and implementing a consistent fine structure with Municipal Court. Beginning in September 2019, three work session presentations were conducted for discussion and direction from the City Council. The final decision was not to install parking meters or hire a parking management professional, but instead, to focus on consistent enforcement from the Casper Police Department and subsequent citations and fine penalties with Municipal Court. Implementation will begin in January 2020, with ongoing improvements and reporting through spring 2020. The establishment of a Parking Enterprise Fund was also declined by City Council.

## Focus Area: Infrastructure Development

	FY20 Planned	FY20 Actual	Date Due	Date Completed	Generation Casper Theme	ENDOW Building Block
<b>Outputs &amp; Outcomes</b>						
Stake holders gathered			Jun 2019		Enhanced Connectivity	Infrastructure
Needs analysis completed			Jun 2019		Enhanced Connectivity	Infrastructure
City Loop lease termination proposal			Sep 2020		Enhanced Connectivity	Infrastructure
Connectivity gaps reduced	15%				Enhanced Connectivity	Infrastructure
Bike, Pedestrian, & Pathway Plan updated			Dec 2020		Enhanced Connectivity	Health & Quality of Life
Increase river access	25%				Embrace the River	Health & Quality of Life
In-River construction bids			Jun 2019		Embrace the River	Health & Quality of Life
Increase public amenities	25%				Embrace the River	Health & Quality of Life
First Street Reach constructed			Dec 2019		Embrace the River	Health & Quality of Life
125 Gateway beautification priority areas identified			May 2019		Endless Character	State Capabilities
Conceptual designs for gateway elements completed			Jun 2019		Endless Character	State Capabilities
Unenhanced gateways remaining	0				Endless Character	State Capabilities
Eastside gateway feature completed			Sep 2019		Endless Character	State Capabilities
Hogadon lodge lot paving completed			Sep 2019		Undiscovered Quality of Life	Health & Quality of Life
Hogadon lodge air-conditioning installed			Sep 2019		Undiscovered Quality of Life	Health & Quality of Life
Off season recreational business plans produced			Apr 2020		Undiscovered Quality of Life	Health & Quality of Life
Reduce recreational subsidy	10%				Undiscovered Quality of Life	Health & Quality of Life
Increase off - season business	15%				Undiscovered Quality of Life	Health & Quality of Life
Additional utilities inefficiencies & treatments identified			Apr 2020		Endless Character	Infrastructure
Utility business plan completed			Jun 2020		Endless Character	Infrastructure
Rate increase need reduced	10%				Endless Character	Infrastructure
Parking meter technology analyzed			Aug 2019		Vibrant Urban Center	Health & Quality of Life
Parking meter technology implemented			Sep 2021		Vibrant Urban Center	Health & Quality of Life
New parking enforcement program implemented			Apr 2020		Vibrant Urban Center	Health & Quality of Life
Parking enterprise fund established			Jul 2022		Vibrant Urban Center	Health & Quality of Life

## Focus Area: Marketing

The City of Casper will exceptionally market itself as a great community to locate a business and to live by doing the following:

Objective A: Communicate community amenities with Way Finding plan. *(Andrew, Tim, Liz)*

1. Introduce a Way Finding Plan by October 2019.
  - a. Work with state and federal partners to identify funding options.
2. Implement the Way Finding project no later than FY2021 to increase communication touch points to community and guests at major gateways by 75%.

**STATUS 1.2020:** The Wayfinding Plan project kicked off in spring 2019 with the formation of a City and community-representative Steering Committee. They identified the goals for the Plan and funding sources. The Plan budget is \$100,000 and is federally-funded through the MPO. An RFP was issued in June 2019, and the consultant (RDG Planning and Design) was hired in late July 2019. A series of on-site meetings and monthly Skype meetings have occurred through January 2020. Artwork has been finalized, destinations for the signs have been identified, locations for the signs are now underway, and costs to make and install the signs have been determined. The Plan will be complete by March 2020 so all area municipalities can include the costs in their respective FY21 capital budgets. The goal is to have installation begin in July 2020, via a phased approach for budgetary purposes. The Platte River Trails Trust has about \$70K set aside for signage on the trail system.

Major gateways into 100% of the municipalities have been identified with monument signs.

Objective B: Identify and create marketing opportunities. *(Jolene, Rebekah, Dane/Jenn)*

1. Develop a request for proposals for a marketing consultant contract by the end of the FY20 to enhance business and/or relocation inquiries by 15%.
2. Budget for the marketing costs during the FY21 budget process.

**STATUS 1.2020:** Some possible marketing consultants have been identified. Meetings on marketing issues have helped define some of the scope of services for the RFP.

Objective C: Enhance marketing of existing City amenities and programs by 10% to enhance cost recovery methods and reduce subsidy by 5% annually. *(Rebekah, Tim)*

1. Build business plans around the marketing opportunities identified in 2018.

**STATUS 1.2020:** Upon completion of the business plans, it was noted that a common theme for all facilities was the lack of a consistent marketing effort. After meeting with other departments, it was determined the City of Casper suffers from a marketing problem. Internally, I setup a marketing task force where we work as a team to identify marketing issues and solutions to those problems. I have also been working with the Manager's office on a long term and comprehensive solution City-wide.

Objective D: Create partnerships with other entities to market our community assets on a broader basis, spread marketing costs in key areas across at least two partners, and increase community messaging by 50%. *(Rebekah, Jolene, John, Carter, Dane/Jenn)*

1. Identify partner agencies by June 2019.
2. Establish Marketing proposal by September 2020.

**STATUS 1.2020:** Possible partnerships such as Advance Casper, Natrona County, and VisitCasper have been identified.

<b>Focus Area: Marketing</b>						
	FY20 Planned	FY20 Actual	Date Due	Date Completed	Generation Casper Theme	ENDOW Building Block
<b>Outputs &amp; Outcomes</b>					Endless Character	State Capabilities
Way Finding Plan completed			Oct 2019		Endless Character	State Capabilities
Way Finding Plan at gateways	75%				Endless Character	State Capabilities
RFP for marketing consultant released			Jun 2020		Endless Character	State Capabilities
Business /relocation inquiries	15%				Endless Character	State Capabilities
Marketing costs budgeted			Mar 2020		Endless Character	State Capabilities
City amenities marketing budget increase	10%				Undiscovered Quality of Life	State Capabilities
Amenity subsidy reduction	5%				Undiscovered Quality of Life	State Capabilities
Number of partner agencies identified	2				Undiscovered Quality of Life	State Capabilities
Marketing proposal established			Sep 2020		Undiscovered Quality of Life	State Capabilities
Community messaging increased	50%				Undiscovered Quality of Life	State Capabilities

## Goal 2

### Enhance public safety and the efficiency of police and fire operations.

#### Focus Area: Sworn Police Staffing Levels

The City will ensure that the police department is staffed appropriately by doing the following:

Objective A: Increase School Resource Officer team by 3 for the beginning of the 2020 school year. *(Chief McPheeters)*

Objective B: Reduce patrol officer vacancy rates by 10% from 2018 levels. *(Chief McPheeters)*

1. Ensure that each police academy class has no less than 3 officer candidates included.
2. Increase self-initiated activity by 25%.

Objective C: Re-establish crime prevention and reduction teams by January 1, 2020. *(Chief McPheeters)*

1. Increase proactive exercises by 25% by 2021.

**STATUS 1.2020:** For the 2019-20 school year, three (3) additional School Resource Officers were added to the team and an additional officer will be added for the 2020-21 school year.

During calendar year 2019, three (3) academy classes were held at the Wyoming Law Enforcement Academy and Casper Police Department enrolled three officer candidates in each class.

In 2019 total arrests were up by 14%, adult arrests increased 11.4%, while juvenile arrests increased by 39%. Traffic stops resulting in an adult arrest were up by 14%, traffic stops resulting in juvenile arrests were up by 56%. The department is implementing data gathering methods to more fully capture accurate self-initiated police officer activity in the future. Police Department personnel participated in four (4) tabletop scenario exercises, three (3) full scale scenario exercises, and attended twelve (12) exercise design meetings.



## Focus Area: Sworn Police Staffing Levels

	FY20 Planned	FY20 Actual	Date Due	Date Completed	Generation Casper Theme	ENDOW Building Block
<b>Outputs &amp; Outcomes</b>						
Increase SRO Team members	3		Sep 2019		Undiscovered Quality of Life	Health & Quality of Life
Patrol vacancy rate reduction	10%		May 2020		Undiscovered Quality of Life	Health & Quality of Life
Number in police academy	3				Undiscovered Quality of Life	Health & Quality of Life
Self-initiated increase	25%		May 2020		Undiscovered Quality of Life	Health & Quality of Life
Proactive exercise increase	25%		May 2021		Undiscovered Quality of Life	Health & Quality of Life

## Focus Area: Building Security

The City will enhance the security of City-owned properties and harden itself against cyber-attack for critical infrastructure by doing the following:

Objective A: Develop protocols for securing City properties by April 2020. *(Tracey, SAFE)*

1. Implement Active Shooter Drills for all City facilities.

Objective B: Evaluate/implement SAFE designs for City properties. *(Jolene, Fleur, Dabney/Griswold)*

1. Complete City Hall SAFE projects by 2020.
2. Develop recommendations for building modifications at other properties by April 2020 for potential implementation in 2021.

Objective C: Implement a plan for cyber risk mitigation by April 2020 to reduce the incidence of successful cyber-attacks by 100%. *(Tracey, Michael)*

1. Make Budget recommendations in FY21 for cyber risk mitigation.

**STATUS 1.2020:** Buildings and Structures provided a list of City-owned facilities to the Casper Police Department. Utilizing this list, CPD has developed a plan for completing facility security assessments of the locations, beginning with the largest and/or most complex. Any necessary revisions are made and the report is sent to the facility manager. In some cases, such as Solid Waste, facility managers have already submitted BAS requests to either modify or provide estimates to modify facilities based on the recommendations provided by PD. In most cases, however, the team proposed earlier this year will need to come together to help hash out the priorities, solutions, funding, etc. This team analysis has only been done for City Hall. The facilities where security assessments have been completed are:

- City Hall
- Casper Events Center
- Recreation Center/Aquatics Center/Ice Arena
- Solid Waste Facility
- Casper Service Center (report is almost completed)

Council approved the City Hall remodel, and design work is underway.

Active shooter training will be mandatory for all employees in 2020 and drills will be incorporated into the training. This training will likely begin in April. Risk Management will also be working with PD and facility managers to ensure that each facility develops a specific emergency response plan for active shooter (and other emergency situations) in 2020.

Information Security policy approved March 2019.

FY20 Capital Projects include

**Security Awareness/Email Phishing Training** - Online software designed to further educate staff regarding proper cybersecurity practices. Several of the major product components include email phishing campaigns, training videos, and an alert button to notify IT of suspicious messages.

**Product Implementation COMPLETE. Two training campaigns have taken place.**

**Web Application Firewall** - A hosted service that filters internet traffic destined for City resources. Instead of Internet users directly accessing web-based applications provided by the City (i.e. GeoSMART, Employee Self Service Portal, etc.), traffic is directed through this service as an additional level of protection.

**Installation COMPLETE**

FY21 Budget recommendations to be made by Feb. 2020.

<b>Focus Area: Building Security</b>						
	<b>FY20 Planned</b>	<b>FY20 Actual</b>	<b>Date Due</b>	<b>Date Completed</b>	<b>Generation Casper Theme</b>	<b>ENDOW Building Block</b>
<b>Outputs &amp; Outcomes</b>						
Facility Active Shooter Drills	4 per year				Undiscovered Quality of Life	Health & Quality of Life
City Hall Safe Projects Completed			Apr 2021		Undiscovered Quality of Life	Health & Quality of Life
Building modifications Recommended			Apr 2020		Undiscovered Quality of Life	Health & Quality of Life
Cyber risk mitigation			Apr 2020		Enhanced Connectivity	Infrastructure
Successful Cyber Attacks	0				Enhanced Connectivity	Infrastructure

## Focus Area: Public Safety Training

The City will lead a robust training program for Casper's public safety personnel and the community by doing the following:

Objective A: Continue Crisis Intervention Training (CIT). (*Chief Solberg, Chief McPheeters*)

1. Increase patrol officers trained by 20% by end of FY20.
2. Send 6 F.D.E. to International Assoc. of Firefighters Peer Support program in May 2019

**STATUS 1.2020:** At the end of 2019 a total of 53 Police Officers are CIT trained. This is a 36% increase over 2018.

Objective B: Expand Active Shooter community training. (*Chief McPheeters*)

1. Increase trainings by 20% from 2018 levels.

**STATUS 1.2020:** Thirty-five active shooter response, de-escalation techniques and environmental security assessments were completed at businesses, churches, schools, medical facilities and other public buildings. This is a 106% increase over 2018.

Objective C: Complete downtown building mapping by the end of FY20. (*Chief Solberg, CRR*)

1. Complete the aerial drone survey and create electronic versions for tactical operation use during incidents.

**STATUS 1.2020:** The aerial drone survey was completed, as approximately 50 downtown buildings have been completed with fly over photographs using drone technology and are being matched with street level images to be formatted as hard copies and digital images.

Objective D: Acquire licensing and trainer status for Critical Incident Management. (*Chief McPheeters*)

1. Evaluate the training program most applicable to Casper.
2. Identify funding source – *Grant Submitted*
  - a. 80K to Homeland Security
  - b.

**STATUS 1.2020:** BowMac Critical Incident training involved the Casper Police Department, PSCC, Natrona County Emergency Management, and Casper Fire Department who all participated in a three (3) day training course. This program included a train the trainer for future Officer/Telecommunicator training. Funding

for this project came from the unspent personnel costs (salary savings) from FY19. The system is installed at the PSCC and ongoing training has been occurring and will continue on a regular basis.

<b>Focus Area: Public Safety Training</b>						
	<b>FY20 Planned</b>	<b>FY20 Actual</b>	<b>Date Due</b>	<b>Date Completed</b>	<b>Generation Casper Theme</b>	<b>ENDOW Building Block</b>
<b>Outputs &amp; Outcomes</b>						
CIT trainers trained	12				Undiscovered Quality of Life	Health & Quality of Life
FDE Peer Support Trained	6	6				
Active Shooter Trainings increase	30%				Undiscovered Quality of Life	Health & Quality of Life
Ariel Drone survey completed			Jun 2020		Undiscovered Quality of Life	Health & Quality of Life
CIM licensing funding source identified	funding		Apr 2020		Undiscovered Quality of Life	Health & Quality of Life
CIM trainer status acquired	license		Apr 2020		Undiscovered Quality of Life	Health & Quality of Life

**Focus Area: Public safety service demands and quality**  
**The City will maintain the highest level of public safety response possible by doing the following:**

Objective A: Decrease response time variances for fire and medical incidents by 25%. *(Chief Solberg)*

1. Identify factors for response time variances by September 2019.
2. Identify factors for delayed medical transports by November 2019.
  - a. Establish recommendations regarding potential delays to Council by spring 2020.

**STATUS 1.2020 (COMPLETE):** The annual number of incidents has increased to over 7,180. The factors that have been identified are overlapping incidents that requires “out of district” response and creates a longer response time. During 2018 Casper Fire-EMS experienced over 50% of the time that overlapping incidents occurred.

The primary factor for delayed medical transport is the number of available ambulances and multiple calls including non-emergency medical transfers. Wyoming Medical Center has a limited number of staffed ambulances for both emergency and non-emergency incidents. During 2019 ambulances from Mills and Evansville were used 108 times to respond into the City of Casper during increased incident demand, and does create a delay in response and transport.

Objective B: Develop an action plan to address increased service demands. *(Chief Solberg)*

1. Conduct and complete an analysis of increased service demands with outside consultant by December 2019.
2. Establish baseline data on contributing factors by November 2019.
3. Propose an action plan for FY21 to meet 100% of service demands with appropriate staffing 2022.

**STATUS 1.2020:** The analysis of increased service demands is being delayed until additional information is obtained to determine the scope.

Baseline data has been collected and will continue to be compared with future data. The baseline data includes total number of incidents, number of times overlapping calls occurred, average response times, time of medical transport, number of times outside ambulance is utilized for transport. (status- ongoing)

The proposed action plan to meet current service demands includes an Alternative Response Vehicle. The Alternative Response Vehicle would be available on a roving assignment during high service demand to maintain appropriate response times. Additionally, the alternative response would be “Transport Capable” to prevent any delay of definitive medical care at the receiving hospital.

Objective C: Develop operational deployment options to reduce fleet cost replacement by 15% and improve response by 25%. *(Chief Solberg)*

1. Evaluate various fire apparatus types to include a Quint and/or Alternative Response Vehicle.
  - a. Identify cost benefit advantages.
  - b. Incorporate into fleet replacement strategy by 2022. (status- ongoing)

**STATUS 1.2020:** The evaluation process of staffing a Quint and incorporating into the fleet replacement strategy is ongoing at this time.

## Focus Area: Public Safety Service Demands

	FY20 Planned	FY20 Actual	Date Due	Date Completed	Generation Casper Theme	ENDOW Building Block
<b>Outputs &amp; Outcomes</b>						
Response time decrease	25%				Undiscovered Quality of Life	Health & Quality of Life
Response time variance factors identified			Sep 2019		Undiscovered Quality of Life	Health & Quality of Life
Factors for delayed medical transport Identified			Nov 2019		Undiscovered Quality of Life	Health & Quality of Life
Recommendations submitted to Council			Spring 2020		Undiscovered Quality of Life	Health & Quality of Life
Action Plan submitted to Council			Mar 2020		Undiscovered Quality of Life	Health & Quality of Life
Fleet cost replacement reduced	15%				Undiscovered Quality of Life	Health & Quality of Life
Fleet -related response improved	25%				Undiscovered Quality of Life	Health & Quality of Life
Fleet replacement strategy			Feb 2022		Undiscovered Quality of Life	Health & Quality of Life



## Goal 3

### Provide the highest quality services to citizens.

#### Focus Area: Capital City Facility Projects & City Staffing

The City of Casper will provide the highest level of services to its citizens with its facilities and staffing by doing the following:

Objective A: Coordinate City Capital Projects to ensure the most productive facilities for future growth.

1. Police station & Fire Station 1 (*Chief Solberg, Chief McPheeters*)
  - a. Complete needs assessment by August 2019.
  - b. Develop a funding plan and proposal no later than April 2020.
  - c. Complete the refurbishment of the public safety facilities by 2023.

**STATUS 1.2020:** The needs assessment was completed by the Police Facility Design Group in June 2019 and presented to Council during a work session in September 2019. Discussion is under way on funding for this project. January 2020 a town hall meeting is planned.

2. Rec Center Entryway (*Tim*)
  - a. Begin analysis August 2020
  - b. Complete design for entryway by October 2020.
  - c. Propose a budget for entryway construction by November 2020.
  - d. Construct entryway in FY22, pending Council direction.
3. Fort Caspar Expansion (*Tim*)
  - a. Determine what is needed September 2019
  - b. Complete initial design and determine fundraising target
  - c. Follow-up with the fundraising effort quarterly.
  - d. Start construction of the expansion in FY22 if funding allows.
4. Metro Animal Shelter (*Liz*)
  - a. Begin a needs analysis in Spring 2020.

**STATUS 1.2020:** The rough design for what is needed for the Rec Center entryway is complete. Based on the engineer's estimate, the budget for design work will be submitted in the FY21 budget proposal.

The Fort Caspar Museum Association along with the Tripeny/Shickich Family joined with the Fort Caspar staff to determine what is ideally needed for an expansion. The initial design was completed and it was determined that \$1.2M would need to be raised for the formal design and construction. In December of 2019, Council passed a resolution in support of the fundraising effort. As of January 10, 2020, over \$250K has been received or pledged to the effort. Various grants are also in the application process.

Objective B: Attract and retain the highest caliber city employees.

1. Establish the organization's pay philosophy (*Carter, Tracey*)
  - a. Complete a Class and Compensation Study by February 2020
  - b. Develop a plan for implementation and budget impacts for Council by May 2020.
2. Establish sustainability with the health fund to achieve financial goals by 2023. (*Tom Pitlick, Carter*)
  - a. Start annual performance review with Council in FY20.
3. Promote opportunities for talent development in all departments. (*Carter, Tracey, et. al.*)
  - a. Develop and implement a talent development plan where appropriate by April 2020.
  - b. Develop some level of advancement opportunities post-wage cap to budget in FY21.
4. Identify service gaps
  - a. Secure adequate staffing in a trend following economic behaviors locally. (*All*)
    - i. Complete a Citizen Service Survey complete by FY20. (*Fleur*)
    - ii. Develop a proposal toward staffing recovery for FY21 to fully recover service losses by FY22. (*Tracey, et. al.*)

**STATUS 1.2020:** City Council approved Graves Consulting to conduct a comprehensive compensation and classification study on December 3, 2019. Graves Consulting then had their first on-site visit in Casper to meet with all department heads on December 16, 2019, to understand any concerns they may have in their departments with classification and compensation.

Graves Consulting will have their second on-site visit to Casper next Tuesday, January 14, and Wednesday, January 15, to meet with employees and/or supervisors in certain job families for discussion and further review, as well as to be introduced to City Council and provide an overview of the study to be done. Graves Consulting will have their third on-site visit to Casper on January 30 and 31, to have general information sessions with all City employees.

There will be up to five on-site visits with Graves Consulting. Their final visit is tentatively planned for April 14, 2020, to provide their final report to City Council. The intention is to have this coincide with the consideration for the next fiscal year budget for the City of Casper which will start July 1, 2020.

City will no longer have a self-funded health plan as of January 2020. The health fund will still need to pay an estimated \$8.2 million for premium costs to the State of Wyoming. Additionally, budgeting for the City department head life insurance premiums, and fire department (Union) life insurance premiums with increased rates, Long-term disability premium, EAP premium, NBS flex spending (run out), 2019 claims run-out with Cigna, Cigna administrative fees, and additional part-time employee enrollment, wellness programs such as NERD wellness and "Way to Wellness" will need to be considered on how to fund going forward.

Nov. 2019 – HR presented to the Executive Team on the SOAR Talent Development Program for City employees which is proposed to begin in July 2020.

Advancement opportunities post-wage cap will be provided by Graves consulting for the FY21 budget. Parks and Recreation Department has started an analysis for staffing recovery and has identified two positions (Irrigation P&R IV and Aquatics Recreation Coordinator) that were shed in the past few years that should be re-instated as the economy allows.

<b>Focus Area: Capital City Facility Projects</b>						
	<b>FY20 Planned</b>	<b>FY20 Actual</b>	<b>Date Due</b>	<b>Date Completed</b>	<b>Generation Casper Theme</b>	<b>ENDOW Building Block</b>
<b>Outputs &amp; Outcomes</b>						
Police Station needs assessment complete			Aug 2019		Undiscovered Quality of Life	Health & Quality of Life
Fire Station 1 needs assessment complete			Aug 2019		Undiscovered Quality of Life	Health & Quality of Life
Public safety funding plan and proposal submitted			Apr 2020		Undiscovered Quality of Life	Health & Quality of Life
Public safety facility completed			Dec 2023		Undiscovered Quality of Life	Health & Quality of Life
Rec Center entry way design submitted			Oct 2019		Undiscovered Quality of Life	Health & Quality of Life
Rec Center entry way budget proposed			Nov 2019		Undiscovered Quality of Life	Health & Quality of Life
Rec Center entry way construction completed			Jun 2021		Undiscovered Quality of Life	Health & Quality of Life
Metro Animal Shelter needs analysis completed			Aug 2020		Undiscovered Quality of Life	Health & Quality of Life
Class & Compensation Study completed			Feb 2020		Distinctive Regional Hub	Workforce & Education
Class & Comp. plan and budget submitted to Council			May 2020		Distinctive Regional Hub	Workforce & Education
Health Fund annual review completed			Mar 2020		Distinctive Regional Hub	Workforce & Education
Post wage cap advancement plan developed			Apr 2020		Distinctive Regional Hub	Workforce & Education
Complete Citizen Service Survey			Jun 2020		Distinctive Regional Hub	State Capabilities
Citywide vacant positions			Mar 2020		Distinctive Regional Hub	Workforce & Education