

CITY OF **DOUGLAS** WYOMING

HOME OF THE JACKALOPE.

To: Mayor Kemper & Members of the City Council;
Administrator Jonathan Teichert

From: Chaz Schumacher
City Clerk

Date: September 10, 2021

Re: Clerk's Department Report – September 2021

- 24-hour alcohol permits have slowed down for the season, will anticipate an increase as holiday plans evolve and applications are turned in. We continue to provide updated information to the Police Department in relation to these events to ensure emergency services have contact information and other important information.
- Met with Chief Byerly & Lt. Matthews and Courtney with Wyoming State Fair to debrief on the 2021 State Fair and to collaborate on processes for moving forward with planning future fairs.
- Received notification that P&Z, Inc. d/b/a Double D Liquors is delinquent on their sales tax payments. A letter was sent out to the owners and a show cause hearing scheduled for the September 27, 2021 regular council meeting.
- Attending the fall WAMCAT session the week of September 13th in Casper
- Records Maintenance, Filing, and regular responsibilities and duties.