



Glenrock Town Council Meeting AGENDA

Public Hearing: Sips Coffee Company LLC Liquor License

September 28, 2026 – 5:30PM

- I. WELCOME / PLEDGE**
- II. CALL TO ORDER – ATTENDANCE**
- III. ADDITIONS / DELETIONS**
- IV. APPROVAL OF MINUTES**
 - Council Meeting – September 14, 2026
 - Work Session – September 21, 2026
- V. REPORTS**
- VI. ITEMS FROM THE FLOOR**
- VII. OLD BUSINESS**
 - Ordinance 760: Electronic Signs – Third Reading
 - Ordinance 762: Replat of CBD Addition – Second Reading
- VIII. NEW BUSINESS**
 - Scott Koenekamp- Stage Point FCU
 - 24-Hour Malt Beverage Permit – Main Street
 - Liquor License Application – Sips Coffee Company LLC
 - Glenrock Golf Club Request for Funding
- IX. BILLS & CLAIMS**

X. EXECUTIVE SESSION - Real Estate

XI. ADJOURNMENT

NEW OR RENEWAL LIQUOR LICENSE OR PERMIT APPLICATION

(State of Wyoming-County and Municipal Jurisdictions)

FOR LIQUOR DIVISION USE ONLY

Customer #:			
Transf. from:			
1 st Reviewer:			/ /
2 nd Reviewer:			/ /

CLERK SECTION: Completed by City / Town / County Clerk		Local License #	
Filing In Jurisdiction:		Date filed with clerk: <u>8, 7, 26</u>	
☒ CITY or TOWN OF: <u>Glenrock</u>		Advertising Dates: (Minimum 2 Consecutive Weeks Prior to Hearing) <u>9, 16, 26 & 9, 23, 26</u>	
☐ COUNTY OF: _____		Public Hearing Date: <u>9, 28, 26</u>	
Fees	Annual License Fee: \$ _____	Publishing Fee: \$ <u>35.00</u>	
	Prorated License Fee: \$ <u>458.33</u>	Publishing Fee Direct Billed to Applicant: ☐	
	Transfer Fee: \$ _____		
License Term:	<u>9, 29, 26</u> Through <u>8, 26, 27</u>		
Month	Day	Year	Month Day Year
LICENSING AUTHORITY CLERK: BEGIN ADVERTISING PROMPTLY			
PER W.S. 12-4-104(d): IMMEDIATELY FORWARD A COPY OF THE APPLICATION AND ALL ATTACHEMENTS TO THE DIVISION. NO LICENSING AUTHORITY SHALL APPROVE OR DENY AN APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.			
SECTION 1: APPLICANT & LOCATION INFORMATION			
Applicant (Business Name): <u>Sips Coffee Company, LLC</u>			
Doing Business As (DBA) / Trade Name: <u>Brick & Barrel Pizza</u>			
Building to be licensed / Building Address: <u>505 E Birch Street</u>			
(Address Number, and Suite or Unit Number, and Street or Road Name)			
Glenrock		WY	82637
City		State	Zip
		Converse	County
Local Mailing Address: <u>PO Box 39</u>			
(Address Number or PO Box, and Suite or Unit Number, and Street or Road Name)			
Glenrock		Wyoming	82637
City		State	Zip
		Converse	County
Business Telephone Number: <u>307-267-0443</u> Fax Number: _____			
Business E-Mail Address: <u>kaylynn@sipscoffeeccollic.com</u>			
Business Primary Contact: <u>Kaylynn</u>		Henson	
First Name		Last Name	
SECTION 2: FILING AS (CHOOSE ONLY ONE)			
☐ INDIVIDUAL ☐ GENERAL PARTNERSHIP ☐ LP ☐ LLP ☐ LLLP ☒ LLC ☐ LC ☐ CORPORATION (INC)			
☐ NON-PROFIT CORPORATION (NCORP) ☐ POLITICAL SUBDIVISION ☐ ORGANIZATION ☐ OTHER _____			
SECTION 3: FILING FOR (CHOOSE ONLY ONE)			
☒ NEW LICENSE OR PERMIT ☐ RENEWAL OF LICENSE OR PERMIT			
☐ TRANSFER OF LOCATION ☐ TRANSFER OF OWNERSHIP* ☐ TRANSFER OF OWNERSHIP* and LOCATION			
*For a Transfer of Ownership: Attach a Form of Assignment Formerly Held by: _____			
SECTION 4: TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)			
(a) Licenses and Permits Authorized for On-Premise Sales and Off-Premise Package Sales			
☐ RETAIL LIQUOR LICENSE		☐ COUNTY MALT BEVERAGE PERMIT	
☐ WINERY PERMIT		☐ WINERY SATELLITE PERMIT	
☐ MICROBREWERY PERMIT		☐ MANUFACTURER SATELLITE PERMIT	
(i) Primary Business Type (CHOOSE ONLY ONE) (W.S. 12-6-101(c)(vi))			
☐ ON-PREMISE BAR		☐ OFF-PREMISE PACKAGE STORE	
☐ ON & OFF PREMISE BAR & PACKAGE STORE			
(b) Licenses and Permits Authorized for ONLY On-Premise Sales			
☒ RESTAURANT LIQUOR LICENSE		☐ BAR AND GRILL LIQUOR LICENSE	
☐ RESORT LIQUOR LICENSE		☐ RESORT HOTEL LIQUOR LICENSE	
☐ LIMITED RETAIL LIQUOR LICENSE (CLUB)		☐ GOLF CLUB	
☐ VETERANS CLUB		☐ FRATERNAL CLUB	
☐ SOCIAL CLUB		☐ SPECIAL MALT BEVERAGE PERMIT	
☐ RESORT LIQUOR LICENSE-SKI RESORT			
SECTION 5: SPECIAL STATUTORY DESIGNATIONS-ONLY COMPLETE IF APPLICABLE (CHOOSE ONLY ONE)			
☐ COMMERCIAL AIRPORT (W.S. 12-4-201(d)(iv))		☐ GOLF CLUB (W.S. 12-5-201(f))	
☐ Other: _____		☐ GUEST RANCH (W.S. 12-5-201(f))	
SECTION 6: OPERATIONAL STATUS (W.S. 12-1-101(a)(xxi) / 12-2-301(c) / 12-4-103(a)(iv)) and to assist the Liquor Division with Scheduling Inspections			
☐ SEASONAL		MONTHS OF OPERATION: from _____ to _____ ☒ All Year (Jan-Dec)	
☐ NON-OPERATIONAL / PARKED		DAYS OF WEEK OF OPERATION: from _____ to _____ ☒ Every Day (Mon-Sun)	
		HOURS OF OPERATION: from <u>11am</u> to <u>9pm</u> ☐ 24 Hours a Day	

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-3**1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(ii)**

Does the Applicant own or lease the licensed building?

- (a) The Applicant **OWNS** the licensed building ☐ YES (own)
- (b) The Applicant **LEASES** the licensed building. ☒ YES (lease)

If the building is leased, attach a copy of the lease agreement and complete (i) through (iii) below:

- (i) The lease term expiration date is: July / 1 / 2031 or, ☐ Does not expire / Automatically Renews

Note: The lease term **MUST** continue at least through the term of the liquor license or permit

- (ii) The lease term information is located on page(s) 1 paragraph(s) 1

- (iii) Sales provision for alcoholic or malt beverages, located, on page(s) 3 paragraph(s) 6.1

Note: The lease **MUST** contain a provision specifically allowing the **SALE OF ALCOHOLIC or MALT BEVERAGES**.

- (c) **RENEWAL ONLY:** The lease is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (i) If **NO** to (c), attach a copy of the current lease agreement and complete 1.(b), (i) through (iii)

2. LIQUOR BUSINESS CONTROL: W.S. 12-4-601(b)

- (a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building? ☐ YES ☒ NO
- (b) If the answer was **YES** to 2(a) above, attach a written explanation and copies of any documents in connection there within.

3. INTEREST IN LICENSE OR PERMIT: W.S. 12-5-401, 12-5-402, 12-5-403

Does any alcohol manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm:

- (a) Hold any interest in the license/permit applied for? ☐ YES ☒ NO
- (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? ☐ YES ☒ NO
- (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
- (d) If the answer was **YES** to any of the above questions, attach a written explanation and copies of any documents in connection there within.

QUESTIONS 4-16 AND SIGNATURE PAGE: COMPLETED BY THE APPLICANT AS APPLICABLE**4. RETAIL LIQUOR LICENSE-COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)**

- (a) Will food and beverage services be contracted or subcontracted? ☐ YES ☒ NO
- (i) If **YES**, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If **NO** to (a) (ii), attach a copy of the current contract or subcontract.

5. BAR AND GRILL LICENSE OR RESTAURANT LIQUOR LICENSE ONLY: 12-4-413(a) / W.S. 12-4-407(a)Is a copy of the valid food service permit or the approved permit application attached? ☐ YES ☒ NO**6. RESTAURANT LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-407(a) / W.S. 12-4-408**

- (a) Gross sales figures and percentages of income derived from:
- | | | |
|---------------------------------|-----------------------|----------------------|
| (Line 1) Liquor Sales: | \$ _____ | (_____) % |
| (Line 2) Food Sales: | \$ _____ | (_____) % |
| (Line 1 + Line 2 must = Line 3) | (Line 3) Gross Sales: | \$ _____ (_____) % |

7. BAR AND GRILL LICENSE LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-413(a) / W.S. 12-4-413(h),(i),(k)

- (a) Gross sales figures and percentages of income derived from:
- | | | |
|--|-----------------------|----------------------|
| (Line 1) Liquor Sales: | \$ _____ | (_____) % |
| (Line 2) Food Sales: | \$ _____ | (_____) % |
| (Line 3) Entertainment Sales: | \$ _____ | (_____) % |
| (Line 1 + Line 2 + Line 3 must = Line 4) | (Line 4) Gross Sales: | \$ _____ (_____) % |

8. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-405**Does the resort complex:**

- (a) Have an actual valuation of at least one million dollars, or have committed or expended not less than one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO
- (b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO
- (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO
- (d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars (\$10,000,000.00) on the facility? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO
- (e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
- (i) If YES to (e), attach a copy of the contract or subcontract.
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (e) (ii), attach a copy of the current contract or subcontract.

9. RESORT HOTEL LIQUOR LICENSE: W.S. 12-4-416 / W.S. 12-4-403 through W.S. 12-4-405**Does the resort hotel:**

- (a) Have an actual valuation of at least five million dollars, or have committed or expended at least five million dollars (\$5,000,000.00) on the complex, including the value of the land? W.S. 12-4-416(b)(i) ☐ YES ☐ NO
- (b) Include a full-service restaurant? W.S. 12-4-416(b)(ii) ☐ YES ☐ NO
- (c) Include not less than twenty (20) sleeping rooms for short-term occupancy? W.S. 12-4-416(b)(iii) ☐ YES ☐ NO
- (d) Provide dining services to guest rooms for not less than twelve (12) hours each day? W.S. 12-4-416(b)(iv) ☐ YES ☐ NO
- (e) Provide facilities to accommodate business meetings for not less than fifty (50) participants? W.S. 12-4-416(b)(v) ☐ YES ☐ NO
- (f) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
- (i) If YES to (f), attach a copy of the contract or subcontract.
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (f) (ii), attach a copy of the current contract or subcontract.

10. MICROBREWERY PERMIT:**WHOLESALE DISTRIBUTION: W.S. 12-2-201(a)**

- (a) Will or does the microbrewery at this location self-distribute its products or distribute through a licensed wholesaler? ☐ YES ☐ NO

If YES to (a); contact the Wyoming Liquor Division for further information.

RENEWAL ONLY: PRODUCTION REQUIREMENTS: W.S. 12-1-101(a)(ix)

- (b) **Malt Beverage Production**
- Minimum barrel production required for the current license term: **50.00**
- (i) Barrels produced to date for the current license term: _____
- (ii) Variance: _____
- (c) Will the microbrewery at this location have produced at least 50 barrels (1,550 gallons) but less than 50,000 barrels (1,550,000 gallons) by the end of the current license term as required by law? ☐ YES ☐ NO
- (i) If NO to (c), attach a written explanation

11. LIMITED RETAIL (CLUB) LIQUOR LICENSE: FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

12. LIMITED RETAIL (CLUB) LIQUOR LICENSE: VETERANS CLUBS W.S. 12-1-101(a)(iii)(A)

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

13. LIMITED RETAIL (CLUB) LIQUOR LICENSE: GOLF CLUBS W.S. 12-1-101(a)(iii)(D) / W.S. 12-4-301(a)

- (a) Does the golf club have more than fifty (50) bona fide members? ☐ YES ☐ NO
- (b) Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse? ☐ YES ☐ NO
- (c) Is the Applicant a Political Subdivision of the state that owns, maintains, or operates this golf course? ☐ YES ☐ NO
- (i) Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e) ☐ YES ☐ NO
- (ii) If YES, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO
- (iii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iv) If NO to (c) (iii), attach a copy of the current contract or subcontract.

14. LIMITED RETAIL (CLUB) LIQUOR LICENSE: SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E) / W.S. 12-4-301(b)

- (a) Does the club have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO
- (c) Is the club qualified as a tax-exempt organization under the Internal Revenue Service? ☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO
- (g) Is a true copy of the club bylaws attached to this application? ☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition(s) Attached) ☐ YES ☐ NO
- (i) If YES to (h), attach a copy of the Petition(s).

15. For Applicants Filing As: Individual, General Partnership, Political Subdivision, Organization or Other: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or officer (as applicable) listed below must complete all of the information below.

(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been convicted within the previous 10 years of:	
					Any Felony under Wyoming law?	Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

16. For Applicants Filing As: Corporation (INC), Limited Company (LC), Limited Liability Company (LLC), Limited Liability Partnership (LLP) or Limited Partnership (LP): W.S. 12-4-102(a)(iv) & (v)

- (a) Is the Applicant Registered and Active with the Wyoming Secretary of State as required per W.S. 12-4-103(a)(x) or as otherwise required by Wyoming state laws? ☒ YES ☐ NO ☐ NOT APPLICABLE

List below: Each Officer, Director, stockholder, legal entity or member holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock or ownership of the corporation, limited liability company, limited liability partnership, or limited partnership.

Each Officer, Director or LLC member listed below must complete all of the information below.

(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock or Ownership Held	Have you been convicted within the previous 10 years of:	
						Any Felony under Wyoming law?	Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
Kaylynn Henson		630 W Grove St Glenrock WY 82637 USA	3072670443	5.5	100	YES ☐ NO ☒	YES ☐ NO ☒
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐

REQUIRED ATTACHMENTS:

FILING FOR: NEW, OR ANY TYPE OF TRANSFER

- ☐ A statement indicating the financial condition and financial stability of the Applicant. W.S. 12-4-102(a)(vi).
- ☐ If Filing For a Transfer of Ownership: Attach a form of assignment from the current licensee assigning the current license or permit to the new Applicant. W.S. 12-4-601(b).
- ☐ A copy of any lease agreement(s). W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: Attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement. W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)
- ☐ If filing for a Limited Retail Liquor License, operating as a Golf Club or Social Club, attach a copy of the club's bylaws including membership criteria. W.S. 12-4-301(c)
- ☐ If filing for a Microbrewery Permit or Winery Permit: Attach a copy of the approved Federal TTB Permit.
- ☐ If a current licensee is filing for a new, different license or permit: Attach a statement indicating the status of the current license or permit if the new license or permit is approved.

FILING FOR: RENEWAL

- ☐ A copy of any new or updated lease agreement(s) if not currently on file with the Licensing Authority. W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: Attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement if the agreement on file with the Licensing Authority is not current. W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)

OATH OR VERIFICATION W.S. 12-4-102(b)

Requires signatures by:

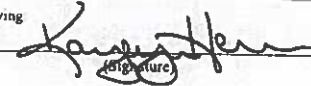
ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or ONE (1) Officer or Director, or Member of an Organization or Association.

Any individual who signs the application must also be listed on Question 15 or Question 16 as applicable or additional documentation must be provided confirming legal authority to sign the application on behalf of the Applicant.

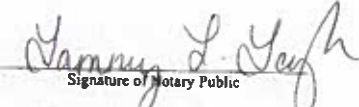
Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
COUNTY OF Converse) SS.

Signed and sworn to before me on this 31 day of July, 2026 that the facts alleged in the foregoing instrument are true by the following

1)		Kaylynn Henson	owner	Title
	(Signature)	(Printed Name)		
2)				Title
	(Signature)	(Printed Name)		
3)				Title
	(Signature)	(Printed Name)		
4)				Title
	(Signature)	(Printed Name)		
5)				Title
	(Signature)	(Printed Name)		

Witness my hand and official seal


Signature of Notary Public

(SEAL)

My commission expires May 31, 2030

TAMMY L. TAYLOR
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 159156
MY COMMISSION EXPIRES MAY 31, 2030

Unapproved Minutes
Town Council Meeting
Glenrock Town Hall
September 14, 2026

Mayor Roumell called the council meeting to order at 5:30PM and led the Pledge of Allegiance. CP Dalgarn was absent. All other elected officials were in attendance.

ADDITIONS / DELETIONS: Removed Ordinance 760, to be discussed at work session.

APPROVAL OF MINUTES: CP Nunn moved to approve minutes for August 24, 2026 Council Meeting and August 25, 2026 Public Meeting as presented; seconded by CP Kincaid. All ayes – MOTION CARRIED.

OLD BUSINESS:

Ordinance 761 – Changes to Glenrock Municipal Code 2.05.030 – Salaries - Third Reading: CP Kincaid moved to approve Ordinance 761 on third reading; seconded by CP Colling. CP Nunn stated that she would be abstaining. CP Colling, CP Kincaid and Mayor Roumell vote aye; CP Nunn abstained. – MOTION CARRIED.

NEW BUSINESS:

Tree Grant – Albertson. CP Nunn moves to approve the tree grant application for \$1,000; seconded by CP Kincaid. All ayes – MOTION CARRIED.

WYDOT Special Event Application – This is for high school homecoming parade on September 30th. CP Kincaid moved to approve application; second by CP Nunn. All aye – MOTION CARRIED.

Resolution 2026-11 – Authorizing Application to SLIB Board: CP Nunn moved to approve Resolution 2026-11; seconded by CP Colling. All ayes – MOTION CARRIED.

Ordinance 762 – Replat of CBD Addition – First Reading: CP Nunn moved to approve Ordinance 762 on first reading; seconded by CP Kincaid. All aye – MOTION CARRIED.

BILLS & CLAIMS:

Bills/Claims Approved September 14, 2026. 5 Aces Printing 756.00; Valli Information Systems 840.14; Town of Glenrock 2262.31; AT&T 1227.94; IDI 150.00; Rocky Mountain Power 18984.11; Black Hills Energy 586.20; Douglas Business Center 68.25; Century Link 183.45; Great America Financial Services 83.00; Century Link 754.55; Glenrock Health Center 166.68; Axon Enterprise Inc. 4470.84; Blue to Gold LLC 249.00; Junk Removal Veterans LLC 4050.00; WY Law Enforcement Academy 1683.15; Motorola 16735.92; Modern Marketing 2294.82; Hose & Rubber Supply 529.09; Energy Laboratories 139.00; Glenrock Super Foods 327.85; Arete Design Group 1240.00; Menards 604.97; Graves Consulting 1000.00; Western Skies Technology 12412.50; PDS 845.78; Lyle Hunt 361.76; Mountain West 67.95; Ruth Middleton 150.00; Homax 2581.98; Price Cleaning Services 1550.00; Engineering Design Associates

5715.00; Glenrock Lions Club 2741.00; Converse County Clerk 15.00; ASCAP 528.75; Fire Suppression Authority 189,062.50; Converse County Sheriff 2709.50; Dell Marketing LP 47,379.12; CNA Surety 2250.00; Heritage Landscape Supply 643.14; Vyve Broadband 394.61; JT Plumbing Services LLC 442.00; Amazon Capital Services 617.85; John Deere Financial 279.99; Hawkins 20.00; Ferguson Waterworks 21.70; CS Consulting 165.00; Grainger 191.26; Pepsi Cola Casper 48.00; Alsco 290.61; Coca Cola Bottling 16.25; Staples 448.15; NAPA 747.41; Glenrock Hardware Hank 189.90; Elevate Glenrock 50,000.00; Converse County Bank/Visa 3622.93; Converse County EMA 168.45; Glenrock Golf Course 30,000.00. 58 Claims totaling \$416,065.36. CP Nunn moved to approve bills and claims; seconded by CP Colling. Treasurer asked to add a bill from CEPI in the amount of \$106,672.31. CP Nunn moved to amend motion to include this bill; seconded by CP Colling. All ayes – MOTION CARRIED.

At 6:04PM, CP Kincaid moved to adjourn the meeting; seconded by CP Colling. All ayes – MOTION CARRIED.

ADJOURNMENT: 6:04PM.

ATTEST:

Bruce Roumell, Mayor

Tammy Taylor, Town Clerk

Town of Glenrock
Work Session Minutes
September 21, 2026
Glenrock Town Hall

PRESENT:

Mayor Roumell	Clerk Tammy Taylor
CP Nunn	CP Dalgarn
CP-Judi Colling	CP Kincaid
Treasurer Kelly Lewis	BI Lyle Hunt
Town Square Director – Chevy Walton	

At 5:00PM, work session began.

Council discussed the following:

Golf Course: A Dugan and S Porter presented the council with a request for funding to build a maintenance shop.

C. Walton: Discussed summer of 2027 concert schedule and asked what council would like to see. Council requested some financial information for this past summer schedule and will take this up after that.

L. Hunt: Discussed electric sign ordinance and the process of approving these requests. It will be up for third reading at the next council meeting.

ADJOURNMENT: 5:50PM

Bruce Roumell, Mayor

Tammy Taylor, Clerk

**TOWN OF GLENROCK
ORDINANCE 760**

AMENDMENT TO ZONING TO ADDRESS ELECTRONIC SIGNS

**AN ORDINANCE AMENDING CHAPTER 31, SECTION 07, ARTICLES 030, 080
AND 085 RELATING TO ELECTRONIC SIGNS**

WHEREAS, electronic signs were not specifically addressed in the current Glenrock Municipal Code;

WHEREAS, the governing body felt it important to specifically define and lay out rules regarding electronic signs in R1/R2 zone;

NOW THEREFORE, be it ordained by the Council of the Town of Glenrock, in the State of Wyoming, as follows:

SECTION 1: **AMENDMENT** “31.07.030 Sign Locations” of the Town of Glenrock Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

31.07.030 Sign Locations

- A. Signs are allowed in the zoning district according to the following schedule:
 - 1. R-1 and R-2: Home occupation signs only, except churches, schools and those uses granted under a Conditional Use Permit.
 - 2. MUR, MH, SR, CBD, GB and I: All signs that meet the size restrictions of this Ordinance.
- ✓ B. Specific Location Requirements:
 - 1. All poles and signs must be confined inside the property in the ownership line, except in the CBD district, handing wall signs may be extended in the street right-of-way.
 - 2. No pole signs are allowed within 100 ft. of a R-1 or R-2 district. Said district to be measured from the center of the right-of-way which divides the zoning districts.

AFTER AMENDMENT

31.07.030 Sign Locations

- A. Signs are allowed in the zoning district according to the following schedule:
 - 1. R-1 and R-2: Home occupation signs only, except churches, schools and those uses granted under a Conditional Use Permit. Electronic signs are permitted

only as provided in Section 31.07.085.

2. MUR, MH, SR, CBD, GB and I: All signs that meet the size restrictions of this Ordinance.

B. Specific Location Requirements:

1. All poles and signs must be confined inside the property in the ownership line, except in the CBD district, ~~hanging~~handing wall signs may be extended in the street right-of-way.
2. No pole signs are allowed within 100 ft. of a R-1 or R-2 district. Said district to be measured from the center of the right-of-way which divides the zoning districts.

SECTION 2: AMENDMENT “31.07.080 Prohibited Signs” of the Town of Glenrock Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

31.07.080 Prohibited Signs

The following signs may be prohibited: Those with mechanical or electrical appurtenances such as blinking, flashing, moving and noise emitting devices which are obviously designed to compel attention, except time and temperature signs approved by the Zoning Officer.

AFTER AMENDMENT

31.07.080 Prohibited Signs

The following signs ~~are~~ ~~may be~~ prohibited:

- A. ~~Those Signs~~** with mechanical or electrical appurtenances such as blinking, flashing, moving and noise emitting devices which are obviously designed to compel attention or distract motorists. ~~, except time and temperature signs approved by the Zoning Officer.~~

B. Exceptions:

1. Time and temperature signs approved by the Zoning Officer.
2. Electronic Message Centers (EMCs) or digital signs that fully comply with Section 31.07.085.

SECTION 3: ADOPTION “31.07.085 Electronic Signs In An R1/R2 Residential Zone” of the Town of Glenrock Municipal Code is hereby *added* as follows:

BEFORE ADOPTION

31.07.085 Electronic Signs In An R1/R2 Residential Zone (Non-existent)

AFTER ADOPTION

31.07.085 Electronic Signs In An R1/R2 Residential Zone(*Added*)

- A. Definition.** An “Electronic Sign” or “Electronic Message Center (EMC)” means a sign that displays text, images, or graphics whose content can be changed through electronic or mechanical means, including signs using light-emitting diodes (LED), liquid crystal displays (LCD), plasma, or similar technology. This definition excludes traditional time-and-temperature signs unless they otherwise meet the standards below.
1. “Single faced” electronic sign - (also called single-sided or single-face) refers to an electronic/digital sign, such as an LED Electronic Message Center (EMC), digital billboard, or programmable display, that has an active viewing/display surface on only one side.
2. “Double Faced Electronic Sign – An electronic message center (EMC), LED display, or digital sign equipped with programmable viewing surfaces on both sides, designed to display text, graphics, and/or video content visible from two directions.”
- B. Purpose.** Electronic signs are regulated to minimize light pollution, prevent driver distraction, protect the residential character of R-1 and R-2 zones, and ensure compatibility with surrounding properties.
- C. Permitted Uses and Zones.** 1. Electronic signs are prohibited for home occupations in R-1 and R-2 zones. 2. Electronic signs are permitted only for churches, schools, public/governmental facilities, and other uses expressly granted a Conditional Use Permit in R-1 or R-2 zones. Only one electronic sign per premises is allowed.
- D. Development and Performance Standards (all electronic signs in R-1 or R-2):**
1. **Maximum Size.** 32 square feet per face. – (must be single faced only)
2. **Maximum Height.** 8 feet measured from finished grade to the top of the sign.
3. **Setbacks.** Minimum 10 feet from any property line and 20 feet from the edge of any street right-of-way.
4. **Message Display.** Messages must be static only. No animation, flashing, scrolling, video, traveling, or moving images are permitted. Each message must remain static for a minimum of eight (8) seconds before changing.
5. **Brightness and Illumination.**
- a. Maximum brightness shall not exceed 0.3 foot-candles above ambient light levels when measured at the property line of the nearest residential use.
- b. The sign must be equipped with an automatic dimming device (photocell or timer) that reduces brightness at dusk and during nighttime hours so the sign does not exceed 0.1 foot-candles above ambient.
- c. The sign shall not produce glare visible from any public right-of-way or adjacent residential property.
6. **Location and Design.** The sign

must be a monument-style or ground-mounted sign (no pole signs). It shall be architecturally compatible with the principal building. Sign must not directly face an R1 residence. 7. Maintenance. The sign must be kept in good repair. Malfunctioning signs that display blank, partial, or erratic messages must be turned off within 24 hours until repaired.

E. Permit Required. In addition to the building permit required by 31.07.010, an electronic sign requires specific approval by the Zoning Officer prior to installation. The applicant shall submit a photometric plan, cut sheet of the sign, and a written statement confirming compliance with all standards in this section. The Zoning Officer may require a CUP that needs approval through Planning & Zoning Commission and the Town Council.

F. Enforcement. Violation of any standard in this section shall be treated as a zoning violation and subject to the penalties and abatement procedures set forth elsewhere in this Chapter.

PASSED AND ADOPTED BY THE TOWN OF GLENROCK COUNCIL

	AYE	NAY	ABSENT	ABSTAIN
Russ Dalgarn	_____	_____	_____	_____
Bruce Roumell	_____	_____	_____	_____
Roy Kincaid	_____	_____	_____	_____
Margaret Nunn	_____	_____	_____	_____
Judi Colling	_____	_____	_____	_____

Presiding Officer

Attest

Bruce Roumell, Mayor, Town of
Glenrock

Tammy Taylor, Clerk, Town of
Glenrock

ORDINANCE NO. 762
AN ORDINANCE APPROVING THE FINAL PLAT OF CBC ADDITION
LOTS 1 & 2

WHEREAS, the Town of Glenrock's intent for Final Vacation and Replat of Lots 1 through 5 of HW Addition to the Town of Glenrock, Wyoming, according to the official plat thereof recorded in Cabinet 4, on Slide 170, records of the Converse County Clerk, as CBC Addition Lots 1 and 2, more or less consisting of 24,027 SF for Lot 1 and 24,063 SF for Lot 2. Situated in and being a portion of Lots 5 and 7 of Section 4, Township 33 North, Range 75 West, 6th Principal Meridian, Converse County, Wyoming, containing 1.10 acres more or less, creating Lots 1 and 2 of CBC Addition (the "plat"); and,

WHEREAS, the plat consists of previously platted land located within the Town of Glenrock, Wyoming; and,

WHEREAS, the plat requires approval by ordinance; and,

WHEREAS, the Town of Glenrock Planning and Zoning Staff recommends that the Town Council approve the request to plat the above referenced property; and,

WHEREAS, the governing body of the Town of Glenrock finds that the above described plat should be approved.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Town of Glenrock, Wyoming, that the final plat for the CBC ADDITION LOTS 1 & 2 is hereby approved. This ordinance shall be in full force and effect from and after passage and publication pursuant to law.

PASSED ON FIRST READING ON September 14, 2026

PASSED ON SECOND READING ON SEPTEMBER 28, 2026

PASSED, APPROVED, AND ADOPTED ON 3RD AND FINAL READING THE 12th DAY OF OCTOBER, 2026.

TOWN OF GLENROCK
A Municipal Corporation

By: _____
Bruce Roumell, Mayor

ATTEST:

Tammy

APPLICATION FOR 24 HR MALT BEVERAGE/CATERING PERMIT

Licensing Authority: Town of Glenrock
 Name of Event: Main Street Casino Night
 Permit From: 11, 7, 26 To: 11, 7, 27 Local Permit Number: _____
 Number of Days Permitted: 1 Fee per day: _____ Total Fee: _____
 Applicant: Kevin Tatro D/B/A: _____
 Contact Person: Debra Genger Phone: (719) 290.8802
 Company Location: _____ City: _____ State: _____ Zip: _____
 Mailing Address: POB 2152 City: Glenrock State: WY Zip: 82637
 Business Phone: 719.290.8802 Residence Phone: _____
 Location of Sales: 412 So. Fourth Glenrock Rec Center

Applicants that are receiving anything of value (i.e. money, goods and/or services) from any industry representative must answer the following:

As an applicant for a 24 hour malt beverage or catering permit, are you:

A nonprofit corporation organized under the laws of this state; YES ☒ NO ☐

Qualified as a tax exempt organization under the Internal Revenue Code; YES ☒ NO ☐

And have been in continuous operation for not less than two (2) years. YES ☒ NO ☐

FILING AS (CHOOSE ONLY ONE)

☒ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION ☐ LLC ☐ LLP

NOTE: Individual and Partnership filers must be domiciled residents of Wyoming for at least one year and not claimed residence in any other state in the last twelve months.

If a corporation, LLC or LLP list the full names and residence address of all the officers and directors and of all shareholders owning jointly or severally ten percent (10%) or more of the stock of the corporation, LLC or LLP. Use back of form if additional space is needed.

For Corp, LLC, LLP Applicants Legal Name	Date of Birth	DO NOT LIST PO BOXES Residence Address, Street, City, State & Zip	Residence Phone Number	No of years in corp or LLC	% of Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
KEVIN TATRO	11/5/42/62	325 S 6th ST DOWNS 62453	307 277 8015			YES ☐ NO ☒	YES ☐ NO ☒
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐

(If more information is required, complete in identical form, on a separate piece of paper and attach to this application.)

By filing this application, I agree to operate in Wyoming under the requirements of **W.S.12-4-502** and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

By signing this application, I acknowledge for Glenrock Main Street
(Business Name) that all of the information provided is true and correct, and that I agree to meet the Wyoming operating conditions specified above. This application must be signed by an owner, partner, corporate officer or LLC/LLP member.

VERIFICATION OF APPLICATION

(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, **TWO (2)** Corporate Officers/Directors, or **TWO (2)** Club Officers.) W.S.12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

Dated this 23 day of September, 2024 Silva Genger
Applicant

[Signature]
Applicant

Signature of Licensing Authority Official

Title

/ /
Date

Items
LIVE
AUCTION

ATM

Exit

Black Jack
Poker
Tables

CRAPS

FOODLINE

Restrooms

Bar

ENTRY

Photo Wall

Bar

W/F

Booth

NEW OR RENEWAL LIQUOR LICENSE OR PERMIT APPLICATION

(State of Wyoming-County and Municipal Jurisdictions)

FOR LIQUOR DIVISION USE ONLY

Customer #:			
Transf. from:			
1 st Reviewer:			/ /
2 nd Reviewer:			/ /

CLERK SECTION: Completed by City / Town / County Clerk

Local License #

Filing Jurisdiction:☒ CITY or TOWN OF: Glenrock☐ COUNTY OF: _____**Fees** Annual License Fee: \$ _____Prorated License Fee: \$ 458.33

Transfer Fee: \$ _____

License Term:
9 / 29 / 26 Through 8 / 26 / 27
 Month Day Year Month Day Year
Date filed with clerk: 8, 7, 26

Advertising Dates: (Minimum 2 Consecutive Weeks Prior to Hearing)

9, 16, 26 & 9, 23, 26Public Hearing Date: 9, 28, 26Publishing Fee: \$ 35.00Publishing Fee Direct Billed to Applicant: ☐

LICENSING AUTHORITY CLERK: BEGIN ADVERTISING PROMPTLY!
 PER W.S. 12-4-104(d): IMMEDIATELY FORWARD A COPY OF THE APPLICATION AND ALL ATTACHEMENTS TO THE DIVISION. NO LICENSING AUTHORITY SHALL APPROVE OR DENY AN APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.

SECTION 1: APPLICANT & LOCATION INFORMATION

Applicant (Business Name):

Sips Coffee Company, LLC

Doing Business As (DBA) / Trade Name:

Brick & Barrel Pizza

Building to be licensed / Building Address:

505 E Birch Street

(Address Number, and Suite or Unit Number, and Street or Road Name)

<u>Glenrock</u>	<u>WY</u>	<u>82637</u>	<u>Converse</u>
City	State	Zip	County

Local Mailing Address:

PO Box 39

(Address Number or PO Box, and Suite or Unit Number, and Street or Road Name)

<u>Glenrock</u>	<u>Wyoming</u>	<u>82637</u>	<u>Converse</u>
City	State	Zip	County

Business Telephone Number:

307-267-0443

Fax Number: _____

Business E-Mail Address:

kaylynn@sipscoffeecolc.com

Business Primary Contact:

Kaylynn

First Name

Henson

Last Name

SECTION 2: FILING AS (CHOOSE ONLY ONE)

☐ INDIVIDUAL | ☐ GENERAL PARTNERSHIP | ☐ LP | ☐ LLP | ☐ LLLP | ☒ LLC | ☐ LC | ☐ CORPORATION (INC)
☐ NON-PROFIT CORPORATION (NCORP) | ☐ POLITICAL SUBDIVISION | ☐ ORGANIZATION | ☐ OTHER _____

SECTION 3: FILING FOR (CHOOSE ONLY ONE)

☒ NEW LICENSE OR PERMIT | ☐ RENEWAL OF LICENSE OR PERMIT
☐ TRANSFER OF LOCATION | ☐ TRANSFER OF OWNERSHIP* | ☐ TRANSFER OF OWNERSHIP* and LOCATION

*For a Transfer of Ownership: Attach a Form of Assignment

Formerly Held by:

SECTION 4: TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)(a) **Licenses and Permits Authorized for On-Premise Sales and Off-Premise Package Sales**

☐ RETAIL LIQUOR LICENSE	☐ COUNTY MALT BEVERAGE PERMIT	☐ MICROBREWERY PERMIT
☐ WINERY PERMIT	☐ WINERY SATELLITE PERMIT	☐ MANUFACTURER SATELLITE PERMIT

(i) **Primary Business Type (CHOOSE ONLY ONE)** (W.S. 12-6-101(c)(vi))
☐ ON-PREMISE: BAR | ☐ OFF-PREMISE: PACKAGE STORE | ☐ ON & OFF PREMISE: BAR & PACKAGE STORE
(b) **Licenses and Permits Authorized for ONLY On-Premise Sales**

☒ RESTAURANT LIQUOR LICENSE	☐ BAR AND GRILL LIQUOR LICENSE	☐ SPECIAL MALT BEVERAGE PERMIT
☐ RESORT LIQUOR LICENSE	☐ RESORT HOTEL LIQUOR LICENSE	☐ RESORT LIQUOR LICENSE-SKI RESORT

☐ LIMITED RETAIL LIQUOR LICENSE (CLUB) | ☐ GOLF CLUB | ☐ VETERANS CLUB | ☐ FRATERNAL CLUB | ☐ SOCIAL CLUB
SECTION 5: SPECIAL STATUTORY DESIGNATIONS-ONLY COMPLETE IF APPLICABLE (CHOOSE ONLY ONE)

☐ COMMERCIAL AIRPORT (W.S. 12-4-201(d)(iv)) | ☐ GOLF CLUB (W.S. 12-5-201(f)) | ☐ GUEST RANCH (W.S. 12-5-201(f))
☐ Other: _____

SECTION 6: OPERATIONAL STATUS (W.S. 12-1-101(a)(xxi) / 12-2-301(c) / 12-4-103(a)(iv)) and to assist the Liquor Division with Scheduling Inspections)

☐ SEASONAL
☐ NON-OPERATIONAL / PARKED

MONTHS OF OPERATION: from _____ to _____ ☒ All Year (Jan-Dec)
 DAYS OF WEEK OF OPERATION: from _____ to _____ ☒ Every Day (Mon-Sun)
 HOURS OF OPERATION: from 11am to 9pm ☐ 24 Hours a Day

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-3**1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(iii)**

Does the Applicant own or lease the licensed building?

- (a) The Applicant **OWNS** the licensed building. ☐ YES (own)
- (b) The Applicant **LEASES** the licensed building. ☒ YES (lease)

If the building is leased, attach a copy of the lease agreement and complete (i) through (iii) below:

- (i) The lease term expiration date is: July / 1 / 2031 or ☐ Does not expire / Automatically Renews.

Note: The lease term **MUST** continue at least through the term of the liquor license or permit.

- (ii) The lease term information is located on page(s) 1 paragraph(s) 1

- (iii) Sales provision for alcoholic or malt beverages: located, on page(s) 3 paragraph(s) 6.1

Note: The lease **MUST** contain a provision specifically allowing the **SALE OF ALCOHOLIC or MALT BEVERAGES**.

- (c) **RENEWAL ONLY:** The lease is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (i) If NO to (c), attach a copy of the current lease agreement and complete 1.(b), (i) through (iii)

2. LIQUOR BUSINESS CONTROL: W.S. 12-4-601(b)

- (a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building? ☐ YES ☒ NO
- (b) If the answer was YES to 2(a) above, attach a written explanation and copies of any documents in connection there within.

3. INTEREST IN LICENSE OR PERMIT: W.S. 12-5-401, 12-5-402, 12-5-403

Does any alcohol manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm:

- (a) Hold any interest in the license/permit applied for? ☐ YES ☒ NO
- (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? ☐ YES ☒ NO
- (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
- (d) If the answer was YES to any of the above questions, attach a written explanation and copies of any documents in connection there within.

QUESTIONS 4-16 AND SIGNATURE PAGE: COMPLETED BY THE APPLICANT AS APPLICABLE**4. RETAIL LIQUOR LICENSE-COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)**

- (a) Will food and beverage services be contracted or subcontracted? ☐ YES ☒ NO
- (i) If YES, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (a) (ii), attach a copy of the current contract or subcontract.

5. BAR AND GRILL LICENSE OR RESTAURANT LIQUOR LICENSE ONLY: 12-4-413(a) / W.S. 12-4-407(a)Is a copy of the valid food service permit or the approved permit application attached? ☐ YES ☒ NO**6. RESTAURANT LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-407(a) / W.S. 12-4-408**

- (a) Gross sales figures and percentages of income derived from:
- | | | |
|---------------------------------|-----------------------|----------------------|
| (Line 1) Liquor Sales: | \$ _____ | (_____) % |
| (Line 2) Food Sales: | \$ _____ | (_____) % |
| (Line 1 + Line 2 must = Line 3) | (Line 3) Gross Sales: | \$ _____ (_____) % |

7. BAR AND GRILL LICENSE LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-413(a) / W.S. 12-4-413(h),(i),(k)

- (a) Gross sales figures and percentages of income derived from:
- | | | |
|--|-----------------------|----------------------|
| (Line 1) Liquor Sales: | \$ _____ | (_____) % |
| (Line 2) Food Sales: | \$ _____ | (_____) % |
| (Line 3) Entertainment Sales: | \$ _____ | (_____) % |
| (Line 1 + Line 2 + Line 3 must = Line 4) | (Line 4) Gross Sales: | \$ _____ (_____) % |

8. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-405**Does the resort complex:**

- (a) Have an actual valuation of at least one million dollars, or have committed or expended not less than one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO
- (b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO
- (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO
- (d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars (\$10,000,000.00) on the facility? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO
- (e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
- (i) If YES to (e), attach a copy of the contract or subcontract.
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (e) (ii), attach a copy of the current contract or subcontract.

9. RESORT HOTEL LIQUOR LICENSE: W.S. 12-4-416 / W.S. 12-4-403 through W.S. 12-4-405**Does the resort hotel:**

- (a) Have an actual valuation of at least five million dollars, or have committed or expended at least five million dollars (\$5,000,000.00) on the complex, including the value of the land? W.S. 12-4-416(b)(i) ☐ YES ☐ NO
- (b) Include a full-service restaurant? W.S. 12-4-416(b)(ii) ☐ YES ☐ NO
- (c) Include not less than twenty (20) sleeping rooms for short-term occupancy? W.S. 12-4-416(b)(iii) ☐ YES ☐ NO
- (d) Provide dining services to guest rooms for not less than twelve (12) hours each day? W.S. 12-4-416(b)(iv) ☐ YES ☐ NO
- (e) Provide facilities to accommodate business meetings for not less than fifty (50) participants? W.S. 12-4-416(b)(v) ☐ YES ☐ NO
- (f) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
- (i) If YES to (f), attach a copy of the contract or subcontract.
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (f) (ii), attach a copy of the current contract or subcontract.

10. MICROBREWERY PERMIT:**WHOLESALE DISTRIBUTION: W.S. 12-2-201(a)**

- (a) Will or does the microbrewery at this location self-distribute its products or distribute through a licensed wholesaler? ☐ YES ☐ NO
- If YES to (a); contact the Wyoming Liquor Division for further information.

RENEWAL ONLY: PRODUCTION REQUIREMENTS: W.S. 12-1-101(a)(xix)

- (b) **Malt Beverage Production**
- Minimum barrel production required for the current license term: **50.00**
- (i) Barrels produced to date for the current license term: _____
- (ii) Variance: _____
- (c) Will the microbrewery at this location have produced at least 50 barrels (1,550 gallons) but less than 50,000 barrels (1,550,000 gallons) by the end of the current license term as required by law? ☐ YES ☐ NO
- (i) If NO to (c), attach a written explanation.

11. LIMITED RETAIL (CLUB) LIQUOR LICENSE: FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

12. LIMITED RETAIL (CLUB) LIQUOR LICENSE: VETERANS CLUBS W.S. 12-1-101(a)(iii)(A)

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

13. LIMITED RETAIL (CLUB) LIQUOR LICENSE: GOLF CLUBS W.S. 12-1-101(a)(iii)(D) / W.S. 12-4-301(e)

- (a) Does the golf club have more than fifty (50) bona fide members? ☐ YES ☐ NO
- (b) Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse? ☐ YES ☐ NO
- (c) Is the Applicant a Political Subdivision of the state that owns, maintains, or operates this golf course? ☐ YES ☐ NO
- (i) Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e) ☐ YES ☐ NO
- (ii) If YES, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO
- (iii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iv) If NO to (c) (iii), attach a copy of the current contract or subcontract.

14. LIMITED RETAIL (CLUB) LIQUOR LICENSE: SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E) / W.S. 12-4-301(b)

- (a) Does the club have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO
- (c) Is the club qualified as a tax-exempt organization under the Internal Revenue Service? ☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO
- (g) Is a true copy of the club bylaws attached to this application? ☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition(s) Attached) ☐ YES ☐ NO
- (i) If YES to (h), attach a copy of the Petition(s).

15. For Applicants Filing As: Individual, General Partnership, Political Subdivision, Organization or Other: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or officer (as applicable) listed below must complete all of the information below.

(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been convicted within the previous 10 years of:	
					Any Felony under Wyoming law?	Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

16. For Applicants Filing As: Corporation (INC), Limited Company (LC), Limited Liability Company (LLC), Limited Liability Partnership (LLLP) or Limited Partnership (LP): W.S. 12-4-102(a)(iv) & (v)

- (a) Is the Applicant Registered and Active with the Wyoming Secretary of State as required per W.S. 12-4-103(a)(x) or as otherwise required by Wyoming state laws? ☒ YES ☐ NO ☐ NOT APPLICABLE

List below: Each Officer, Director, stockholder, legal entity or member holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock or ownership of the corporation, limited liability company, limited liability partnership, or limited partnership.

Each Officer, Director or LLC member listed below must complete all of the information below.

(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock or Ownership Held	Have you been convicted within the previous 10 years of:	
						Any Felony under Wyoming law?	Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
Kaylynn Henson	██████	630 W Grove St Glenrock WY 82637 USA	3072670443	5.5	100	YES ☐ NO ☒	YES ☐ NO ☒
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐
						YES ☐ NO ☐	YES ☐ NO ☐

REQUIRED ATTACHMENTS:

FILING FOR: NEW, OR ANY TYPE OF TRANSFER

- ☐ A statement indicating the financial condition and financial stability of the Applicant. W.S. 12-4-102(a)(vi).
- ☐ If Filing For a Transfer of Ownership: Attach a form of assignment from the current licensee assigning the current license or permit to the new Applicant. W.S. 12-4-601(b).
- ☐ A copy of any lease agreement(s). W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: Attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement. W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)
- ☐ If filing for a Limited Retail Liquor License, operating as a Golf Club or Social Club, attach a copy of the club's bylaws including membership criteria. W.S. 12-4-301(c)
- ☐ If filing for a Microbrewery Permit or Winery Permit: Attach a copy of the approved Federal TTB Permit.
- ☐ If a current licensee is filing for a new, different license or permit: Attach a statement indicating the status of the current license or permit if the new license or permit is approved.

FILING FOR: RENEWAL

- ☐ A copy of any new or updated lease agreement(s) if not currently on file with the Licensing Authority. W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: Attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement if the agreement on file with the Licensing Authority is not current. W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)

OATH OR VERIFICATION W.S. 12-4-102(b)

Requires signatures by:

ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or ONE (1) Officer or Director, or Member of an Organization or Association.

Any individual who signs the application must also be listed on Question 15 or Question 16 as applicable or additional documentation must be provided confirming legal authority to sign the application on behalf of the Applicant.

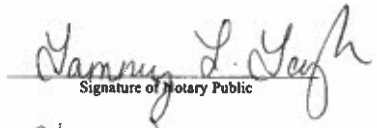
Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF WYOMING)
COUNTY OF Converse) SS.

Signed and sworn to before me on this 31 day of July, 2026 that the facts alleged in the foregoing instrument are true by the following:

1)		Kaylryn Henson	owner	Title
	(Signature)	(Printed Name)		
2)	_____	_____	_____	Title
	(Signature)	(Printed Name)		
3)	_____	_____	_____	Title
	(Signature)	(Printed Name)		
4)	_____	_____	_____	Title
	(Signature)	(Printed Name)		
5)	_____	_____	_____	Title
	(Signature)	(Printed Name)		

Witness my hand and official seal


Signature of Notary Public

(SEAL)

My commission expires: May 31, 2030

**TAMMY L. TAYLOR
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 159156
MY COMMISSION EXPIRES MAY 31, 2030**

Glenrock Golf Club, Inc.
933 Grove St.
Glenrock, WY 82637

Mayor Roumell and Glenrock Town Council

Re: Funding request for Maintenance/Cold Storage Building Project

Mayor Roumell and Glenrock Town Council members:

On September 1st, the Glenrock Golf Club presented the request below for funding to assist with the construction of a new maintenance/cold-storage shed to the Converse County Commissioners. During that meeting, the commissioners were generally in favor of funding the project but requested that the Glenrock Golf Club ask the Town of Glenrock to split the support 50/50. As you can see below, the low bid for the building is \$267,218; therefore, ½ would be \$133,609. As noted in the "Funding Amount" section of the request, the Town of Glenrock previously provided funding for equipment last year. Of that funding, \$55,000 was held back to be allocated to this project, therefore the additional request for funding is **\$78,609**.

Providing additional support for this project, the Town of Glenrock will help to protect the investment in equipment you have already supported. Additionally, this will help to ensure that the Club can continue serving as a valued economic resource and recreational resource. The Club appreciates the partnership that we have built with the Town of Glenrock and we are thankful for all the past and future support this relationship brings.

Respectfully submitted by the Glenrock Golf Club, Inc Board.

Todd Burns, President
Steve Porter, Vice President
Al Finch, Secretary/Treasurer
Alan Dugan, Member
Robert Nunn, Member
Coley Shadrack, Member

REQUEST TO CONVERSE COUNTY COMMISSIONERS

The Glenrock Golf Club respectfully submits this request for funding support from the Converse County Commissioners to assist with the construction of a new maintenance/cold-storage building. As a long-standing recreational asset for the community, the Club strives to provide a well-maintained, facility for residents and visitors alike. This project is essential to improving our operational accessible efficiency, safeguarding equipment and ensuring the quality of the course. We appreciate your consideration and continued support in sustaining this important community resource.

Project Description

The project is described in two (2) different areas:

- 1. The construction of a 45' x 64' pole building (SEE included document #1)*
- 2. The paving of the current parking area*
 - a. The existing parking area*
 - b. The additional areas around the cart barn*

1. Maintenance and cold-storage building:

This part of the project involves the following aspects:

- i. Dirt work—excavation, leveling and compacting of the property recently purchased by the Glenrock Golf Club to the west of the current property located off John Butler Dr.*
- ii. Concrete work—Installation of retaining wall, flooring, floor heating, aprons and pads for entryways.*
- iii. Pole Barn Construction—construct a 45' x 64' X 12' pole building with center wall to separate maintenance and cold storage.*
- iv. Plumbing and Heating—to be run from the clubhouse to the new construction, in-floor heating*
- v. Electrical installation of service from clubhouse and lighting for inside and outside of the new construction*
- vi. Paving—to complete the handicap access to the basement floor of the clubhouse and its simulators.*
- vii. Miscellaneous—dumpster, garbage control and equipment rental*
- viii. Contractor's fees*

Bids for this portion of the project:

The Glenrock Golf Club received three completed bids for this portion of the project; all three bidders are local.

Bid #1 = \$267, 218.00

Bid #2 = \$298, 329.00

Bid #3 = \$280, 689.00

None of the above bids includes the paving necessary to complete ADA access to the club's basement. This would be an additional \$8700.00.

2. Paving Project

- i. Base bid of the estimated 9,380 sq ft this is the area around the clubhouse to include the parking area*
- ii. Alternative bid adds an additional estimated area of 7,050 sq ft for the area surrounding the cart barn and expanding the parking area*

Please note that the area immediately surrounding the club is included in area #1, this reduces this estimate for the base bid by \$8,700.00.

Funding Amount

The Glenrock Golf Club respectfully requests funding from the Converse County Commissioners to support the construction of a new maintenance and cold storage building. This investment will be complemented by the committed contribution of \$55,000.00 from funds allocated to the Club from the Town of Glenrock, demonstrating strong local support for the project. In addition, Club volunteers will mitigate several project costs by providing labor for essential tasks, including electrical installation and dirt work, further reducing the financial burden and ensuring responsible use of public funds. Together, both these combined efforts will make this vital infrastructure improvement both feasible and cost-effective, strengthening the Club's ability to serve the community for years to come.

Impact Statement

The construction of the new maintenance and cold-storage building will significantly strengthen the Glenrock Golf Club's ability to fulfill its mission of providing a high-quality, accessible recreational facility for the community. By creating a modern, reliable space to store and maintain essential equipment, the Club will be able to improve course conditions, extend the lifespan of vital assets, and operate more efficiently year-round. These improvements directly benefit residents and visitors by ensuring a safe, enjoyable and well-managed environment that supports recreation, community connection, and local pride.

This project is an important step in sustaining the long-term health of the Club and enhancing the value it brings to Glenrock and the broader Converse County community.

Conclusion

In conclusion, the construction of the new maintenance and cold-storage building represents a vital investment in the long-term stability and mission of the Glenrock Golf Club. As outlined in the introduction and reinforced through the projects demonstrated impact, this facility will allow the Club to better protect essential equipment, enhance daily operations, and maintain the high-quality course conditions that our community expects and deserves. By supporting this project, the Converse County Commissioners will help ensure that the Club can continue serving as a valued recreational resource, strengthening community engagement and preserving an important asset for current and future generations. The Club appreciates the partnership that we have developed with the Converse County Commissioners and are thankful for all of the past and future support this relationship brings to our community.

Respectfully submitted by the Glenrock Golf Club, Inc Board members:

Todd Burns, President

Steve Porter, Vice President

Al Finch, Secretary/Treasurer

Alan Dugan, Member

Robert Nunn, Member

Coley Shadrick, Member

09/24/26
13:04:38

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 9/26

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Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
12145		243 ROCKY MOUNTAIN FIRE SYSTEMS	911.00					
	CB - Contract & Set Up Wireless							
		21931 09/18/26 CB - Wireless	395.00			117 5540 5510		1011
		21945 09/18/26 CB - Contract	516.00			117 5540 5510		1011
12146		1358 AMAZON CAPITAL SERVICES	1,406.42					
	TS - Equipment & Supplies; TC - Supplies; M/C - Supplies; DSP - Supplies							
		M1MQ 09/21/26 TS - Equipment	287.94			101 5440 5790		1011
		NHPT 09/19/26 TS - Supplies	28.74			101 5440 5590		1011
		7087443 09/21/26 TC - IT Supplies	14.99			101 5019 5601		1011
		5207434 09/21/26 M/C - Supplies	19.84			101 5002 5590		1011
		D36D 09/21/26 DSP - Office Supplies	49.90			101 5150 5580		1011
		GMFW 09/23/26 TS - Equipment	1,005.01			101 5440 5790		1011
12147		1676 CORE & MAIN	195.93					
	WA - Supplies							
		2749904 09/22/26 WA - Supplies	195.93			241 5701 5590		1011
12148		1307 DOOLEY OIL INC.	8,634.33					
	PW - Fuel							
		SI-27356 09/21/26 PW - Fuel	8,634.33			243 5720 5570		1011
12149		1829 FUZION, INC.	4,500.00					
	TS - Events (Crazy Train)							
		4390 09/21/26 TS - Events (Crazy Train)	4,500.00			101 5440 5806		1011
12150		1467 SWEETWATER MUSIC & AUDIO	2,499.99					
	TS - Equipment							
		52012117 09/21/26 TS - Equipment	2,499.99			101 5440 5790		1011
12151		110 MENARDS	433.20					
	TS - Maintenance (Paint/Supplies for Meeting Room)							
		31219 09/21/26 TS - Maint	433.20			101 5440 5510		1011
12152		1359 VYVE BROADBAND	1,379.91					
	TH - Broadband							
		09/17/26 TH - Broadband	982.29			101 5021 5480		1011
		09/16/26 TS - Broadband	397.62			101 5440 5480		1011

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TOWN OF GLENROCK
Claim Approval List
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Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
12153		45 ENERGY LABORATORIES, INC	343.00					
	SW - Influent/Effluent							
		813464 09/17/26 SW - Influent/Effluent	343.00			242 5710	5400	1011
12154		58 GLENROCK INDEPENDENT	52.00					
	TC - Subscription							
		09/23/26 TC - Subscription	52.00			101 5019	5280	1011
12155		154 JANE STEARNS, MS, LPC	600.00					
	TH - Prof Services							
		09/11/26 TH - Prof Svcs	600.00			101 5021	5230	1011
12156		33 HERITAGE LANDSCAPE SUPPLY	591.72					
	PK - Minor Equipment							
		29670900-1 09/17/26 PK - Minor Equipment	235.66			101 5430	5540	1011
		29537090-1 09/10/26 PK - Supplies	356.06			101 5430	5590	1011
12157		1680 THE SUDZ SHACK LLC	232.47					
	PD - Vehicle Maint							
		70 09/18/26 PD - Vehicle Maint	232.47			101 5101	5560	1011
12158		701 STACEY SZYMANSKI	18.90					
	LB - Maint							
		335164 08/31/26 LB - Maint	18.90			119 5550	5510	1011
12159		122 ONE CALL OF WYOMING	97.65					
	WA - August Tickets							
		80936 09/11/26 WA - August Tickets	97.65			241 5701	5400	1011
12160		79 HOSE & RUBBER SUPPLY	144.92					
	SA - Hose							
		790999 09/10/26 SA - Vehicle Hose	144.92			243 5720	5560	1011
12161		1091 INTERMOUNTAIN SWEEPER CO	1,110.25					
	ST - Vehicle Maint							
		127444 05/30/26 ST - Vehicle Maint	932.00			101 5201	5560	1011
		125918 09/29/25 ST - Vehicle Maint	178.25			101 5201	5560	1011
12162		69 HAWKINS, INC.	465.94					
	WA - Chemicals							
		7546705 08/26/26 WA - Chemicals	465.94			241 5701	5590	1011

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TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 9/26

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Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
12163		1728 CHAD BEER CONSTRUCTION	2,816.70					
	WA - Scada System							
		2026-28 09/02/26 WA - Scada System	2,816.70			241 5701 5400		1011
12164		1291 COCA COLA BOTTLING	39.00					
	DSP - Supplies							
		5581290 09/16/26 DSP - Supplies	39.00			101 5150 5580		1011
12165		1284 SMITH PSYCHOLOGICAL SERVICES	400.00					
	PD - Prof Svcs							
		17706 07/10/26 PD - Prof Svcs	400.00			101 5101 5230		1011
12166		1015 RENEGADE OFF-ROAD & DRIVELINE	1,716.05					
	PD - Vehicle Maint							
		10544 09/08/26 PD - Vehicle Maint	1,125.10			101 5101 5560		1011
		10547 09/09/26 PD - Vehicle Maint	590.95			101 5101 5560		1011
12167		1633 SAFE VISITOR SOLUTIONS	250.00					
	PD - Subscriptions							
		SRO 4800 07/12/26 PD - Subscriptions	250.00			101 5101 5280		1011
12168		271 MODERN MARKETING	2,262.85					
	PD - Comm Policing							
		169933 08/06/26 PD - Comm Policing	2,262.85			101 5101 5475		1011
12169		1645 WESTERN SKIES TECHNOLOGY LLC	5,836.80					
	PD - Vehicle Equipment							
		25122 08/14/26 PD - Vehicle Equipment	5,836.80			101 5101 5791		1011
12170		1830 ANTHONY ALLEN LLC	35.64					
	WA - Refund							
		3038-02 09/16/26 WA - Refund	35.64			241 4601		1011
12171		1397 CIVICPLUS LLC	3,907.99					
	TC - Municode							
		388621 09/16/26 TC - Municode	3,907.99			101 5019 5230		1011
12172		1782 GALLS	168.59					
	PD - Uniforms							
		33487232 09/17/26 PD - Uniforms	168.59			101 5101 5110		1011

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TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 9/26

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Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
12173		1144 GLENROCK AREA FOOD PANTRY	20,000.00					
	PA - Allocation							
		09/11/26 PA - Allocation	20,000.00			101 5310 5902		1011
12174		1488 CEM SALES & SERVICE	723.42					
	TS - Equipment							
		I2504846 09/15/26 TS - Equipment	723.42			101 5440 5790		1011
12175		1110 ALSCO	201.93					
	TH & TS - Floor Mats							
		1738820 09/15/26 TH - Floor Mats	113.25			101 5021 5510		1011
		1738818 09/15/26 TS - Floor Mats	88.68			101 5440 5510		1011
12176		976 ATLAS PREMIER SERVICE	279.51					
	TH & PD - Copiers							
		93731 09/10/26 TH - Copier	196.38			101 5021 5510		1011
		93731 09/10/26 PD - Copiers	83.13			101 5101 5230		1011
12177		134 CENTURY LINK	65.52					
	HC - Phone (5480)							
		09/07/26 HC - Phone (5480)	65.52			101 5460 5450		1011
12178		171 VERIZON WIRELESS	1,250.89					
	Monthly Statement							
		6153086357 09/10/26 TC - Phone	38.44			101 5019 5450		1011
		6153086357 09/10/26 PD - Cameras	242.03			101 5101 5450		1011
		6153086357 09/10/26 SH - Phones	384.40			101 5221 5480		1011
		6153086357 09/10/26 BI - Phone/Tablet	78.45			101 5023 5450		1011
		6153086357 09/10/26 CD - Phone	38.44			101 5510 5450		1011
		6153086357 09/10/26 WA - Tablets	120.03			241 5701 5480		1011
		6153086357 09/10/26 FN - Phones	76.88			101 5007 5450		1011
		6153086357 09/10/26 M/C - Phones/Tablet	232.21			101 5002 5450		1011
		6153086357 09/10/26 Pk - Camera	40.01			101 5430 5480		1011
12179		20 CONVERSE CO. BANK/VISA	1,641.61					
	Monthly Statements							
		PD - K9 Supplies/Care	118.36			101 5101 5476		1011
		FN - Training	400.00			101 5007 5470		1011
		TH - Supplies	13.05			101 5021 5590		1011
		FN - Postage	1,021.05			101 5007 5360		1011
		IT - Subscription	20.99			101 5007 5601		1011
		SW - Equipment	68.16			242 5710 5540		1011
# of Claims 35 Total:			65,214.13					

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TOWN OF GLENROCK
Fund Summary for Claims
For the Accounting Period: 9/26

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Fund/Account	Amount
101 GENERAL FUND	
1011 Money Market 800-461-6	51,361.93
117 COMMERCE BLOCK	
1011 Money Market 800-461-6	911.00
119 BRONCO BUILDING	
1011 Money Market 800-461-6	18.90
241 WATER FUND	
1011 Money Market 800-461-6	3,731.89
242 SEWER FUND	
1011 Money Market 800-461-6	411.16
243 SANITATION FUND	
1011 Money Market 800-461-6	8,779.25
Total:	65,214.13

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TOWN OF GLENROCK
Claim Approval Signature Page
For the Accounting Period: 9 / 26

Page: 7 of 7
Report ID: AP100A

We the undersigned affirm that the charges are true and correct and accurately reflect the charges due to the Town of Glenrock this 28th day of September, 2026.

Mayor Bruce Roumell

Council Member Judi Colling

Council Member Roy Kincaid

Council Member Russ Dalgarn

Council Member Margaret Nunn

Treasurer Kelly Lewis