

RESOLUTION NO. 8, 2025
A RESOLUTION UPDATING RULES AND FEES FOR THE USE OF THE UPTON
COMMUNITY CENTER BUILDING IN THE TOWN OF UPTON, WYOMING

WHEREAS, pursuant to the applicable laws of the State of Wyoming, the Town of Upton, acting through its Governing Body, is authorized to set certain fees to be charged by the Town of Upton for the use of the Upton Community Center facility;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF UPTON, WYOMING that the fees for the use of the Upton Community Center are as follows:

COMMUNITY CENTER RENTAL/USE FEES

| | |
|--|-----------------------------------|
| <u>Gym Side</u> | |
| All day event | \$200.00 for each 24 hours |
| Per hour event | \$50.00 per hour |
| Non-profit event | \$100.00 for each 24 hours |
| <u>Reception Room</u> | |
| All day event | \$200.00 for each 24 hours |
| Per hour event | \$50.00 per hour |
| Non-profit events | \$100.00 for each 24 hours |
| Room 5-upstairs use | \$25.00 for each 24 hours |
| Room 6-upstairs use | \$25.00 for each 24 hours |
| Whole Building event | |
| All day event | \$400.00 for each 24 hours |
| Per hour event | \$100.00 per hour |
| Non-profit event | \$200.00 for each 24 hours |
| Use of the room divider in the Reception Room | \$50.00 for each event |
| <i>(only a representative of the Town may access the dividers to be opened and closed)</i> | |
| Daily Recreation, restrictions apply | \$10.00 per month, per person |
| Funeral & Celebration of Life services | No Charge |

Room 4-Courtroom, is strictly off limits

BE IT FURTHER RESOLVED that:

- All events for rental or use of the community center will be assessed a fee as resolved above unless otherwise pre-approved by the governing body.
- All key fobs issued for multi-use events must be returned after the final series event.
- All personal property from each event must be removed after each use, unless otherwise approved to remain in the facility.
- All food, utensils, plates, cups, etc. must be removed after each use. Anything left behind will be thrown away.
- A deposit of **\$25.00 per key fob (limit 2 per event)** is required at the time of booking.
- A cleaning & damage deposit of **\$200.00 per event** is required at the time of key pick up.
- A cleaning & damage deposit of **\$500.00 per event** is required when alcohol service is requested.
- Events wishing to serve alcohol are required to submit a written request to the Town of Upton for council review. All requests must be received before the regular meeting preceding the scheduled event.

The fees and further resolved actions of this resolution are effective August 1, 2025. Currently scheduled events will be addressed on an individual basis.

DATED AND PASSED this 8th Day of July, 2025



Nicholas Trandahl, Mayor

ATTEST:


Kelley Millar, Clerk/Treasurer