



**CITY COUNCIL AGENDA**  
**COUNCIL CHAMBERS, 201 E. 5TH STREET**  
**CITY OF GILLETTE**  
**Tuesday, June 4, 2019**  
**7:00 PM**

---

- A. Call to Order.**
- B. Invocation and Pledge of Allegiance.**
  - 1. Invocation Led by Pastor Marty Crump of Family Life Church.**
  - 2. Pledge of Allegiance Led by Gillette Little League Players.**
- C. Approval of General Agenda.**
- D. Approval of Consent Agenda.**

(All items listed will be enacted by one motion unless a request is made for discussion by any member of the Audience or Council, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the Agenda).

**1. Minutes**

- a. Executive Session - May 7, 2019**
- b. Pre-Meeting - May 21, 2019**
- c. Regular Meeting - May 21, 2019**
- d. Executive Session - May 21, 2019**
- e. Special Meeting - May 28, 2019**

**2. Ordinance 3rd Reading - Consent**

- a. An Ordinance Approving and Authorizing an Amendment to Ordinance 3661 and Associated Villas at Legacy Ridge Plat to be Known as the Amended Planned Unit Development, The Villas at Legacy Ridge, Phase I, to the City of Gillette, Wyoming, Subject to all Planning Requirements. (2/12/2019 - Planning Commission Vote 5/0)**

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

**3. Ordinance 2nd Reading - Consent**

**4. Bills and Claims**

- a. Bills and Claims**

Staff Reference: Michelle Henderson, Finance Director

**5. Other - Consent**

- E. Approval of Conflict Claims.**
- F. Comments.**
  - 1. Council**

2. Written
3. Public
4. Other - Comments

a. **A Proclamation Designating June 4, 2019 as *Gillette Little League Day*.**

Staff Reference: Patrick G. Davidson, City Administrator

b. **A Proclamation Designating June 2019 as *National Safety Month*.**

Staff Reference: Randy Milliron, Safety Manager

**G. Unfinished Business.**

1. **Ordinance 2nd Reading.**

a. **An Ordinance to Amend Chapter 3, Section 3-36(d) of the Gillette City Code to Change the Fee for a Catering and Malt Beverage Permit to Fifty Dollars (\$50.00).**

Staff Reference: Anthony Reyes, City Attorney

b. **An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for a Parcel Located in the S1/2NE1/4 of Section 24, T50N, R72W of the 6th P.M., City of Gillette, Wyoming, from M-H, Mobile Home District to C-3, Business and Service District; Subject to all Planning Requirements. (Planning Commission Vote 5/0)**

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

c. **An Ordinance Confirming the Assessment Roll for the City of Gillette, Wyoming, Special Improvement District No. 52; Assessing the Cost of Construction of the Improvements Against the Lots and Parcels of Land Included Within the District; Prescribing the Manner for Collection and Payment of Assessments, and Providing for the Notice of Payment of Assessments.**

Staff Reference: **MAP** - Anthony Reyes, City Attorney

2. **Ordinance 3rd Reading.**

3. **Other.**

**H. New Business.**

1. **Minute Action**

a. **Council Consideration to Approve the Amendment of the Hours of a Previously Approved Street Closure to 9:00 a.m. thru 10:00 p.m., on July 26, 2019, for a Fundraising Concert that will Include Alcohol and Outdoor Music, Requested by Gillette Abuse Refuge Foundation (GARF).**

Staff Reference: Michelle Henderson, Finance Director

b. **Council Consideration of a Biosolids Disposal Agreement Between the City of Spearfish, South Dakota, and the City of Gillette, Wyoming.**

Staff Reference: Michael H. Cole, P.E., Utilities Director

c. **Council Consideration of a Professional Services Agreement for Design Services Associated with the PAVER Condition Survey Update, with TR Consulting Services, LLC, in the Amount of \$63,800.00 (1% Project).**

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

2. **Ordinance 1st Reading.**

a. **An Ordinance Providing for the Vacation of the 15-Foot-Wide General Utility Easement Located in Lot 1, Remington Estates Phase V Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 6/0)**

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

b. **An Ordinance Providing for the Vacation of the Easterly 5' Portion of a 10' Wide Utility Easement Located in Lot 1, Block 8, Rimrock Estates Phase II Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 6/0)**

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

**3. Appointments**

**I. Public Hearings and Considerations**

**1. A Public Hearing to Consider the Gillette City Budget for FY2019-2020.**

Staff Reference: Michelle Henderson, Finance Director

**2. An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2019-2020.**

Staff Reference: Michelle Henderson, Finance Director

**J. Executive Session**

**K. Adjournment**

**MAYOR**

**Louise Carter-King**

**COUNCIL MEMBERS BY WARDS**

**WARD 1**

**Bruce Brown**  
**Shawn Neary**

**WARD 2**

**Billy Montgomery**  
**Timothy Carsrud**

**WARD 3**

**Shay Lundvall**  
**Nathan McLeland**

[www.gillettewy.gov](http://www.gillettewy.gov)





CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Invocation Led by Pastor Marty Crump of Family Life Church.

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download
-------------------

No Attachments Available
--------------------------





CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Pledge of Allegiance Led by Gillette Little League Players.

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download
-------------------

No Attachments Available
--------------------------



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Executive Session - May 7, 2019

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download
-------------------

No Attachments Available
--------------------------



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Pre-Meeting - May 21, 2019

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download
<input type="checkbox"/> <a href="#">Pre-Meeting - May 21, 2019</a>

A Pre-Meeting of the City Council was held on Tuesday the 21st day of May 2019.

Present were Councilmen Brown, Carsrud, Lundvall, McLeland, Montgomery, Neary, and Mayor Carter-King; City Administrator Davidson; City Attorney Reyes; Directors Cole, Henderson, Hloucal, Muzzarelli, and Wilde; Managers Schoen, Palazzari, and Toscana; City Clerk Staskiewicz.

**Warm Up Items**

Councilman Montgomery commented that he attended an event at the Boys’ & Girls’ Club and met the new director.

**Carbon Valley Development Blueprint**

Dr. Doug Gilbert of Lone Tree Academics, LLC, presented the proposed Carbon Valley Ecosystem Blueprint Development Program. Dr. Gilbert explained that the Carbon Valley concept is part of a broader process to promote future competitiveness and accommodate existing efforts, such as the Integrated Test Center, into future planning. The presentation provided information and examples of carbon technologies and dimensions of a Carbon Valley Business Ecosystem, which include leadership & policy, markets, finance, human capital, business culture, and supporting structures. There would be two (2) proposed phases to the project. Phase I would consist of Regional research and orientation, ecosystem assessment, and potential sector review. Phase II would consist of ecosystem mapping, blueprinting of key actions, and partner outreach and communication. Dr. Gilbert pointed out that the initiation of dialogues with partners would remain with Energy Capital Economic Development, the City of Gillette, and Campbell County. The Program’s next steps are to develop a timeline and host a kick off meeting in Gillette. County Commissioner Christensen commented that of the different programs he has researched, this program impressed him with the higher education initiative that Dr. Gilbert presents. The program builds on what Campbell County wants to do with energy, specifically, coal. County Commissioner Reardon stated that the County has been looking at different projects, he felt the Blueprint would help keep Gillette viable. The County would like to proceed with the project and asked for a partnership with the City, both financially and with staffing support. Dr. Gilbert stated that the City’s share of the funding would be approximately \$45,000, and final figures would be provided, when available.

James Francis, an MBA student of University of Wyoming, presented Council with strategies for attracting new carbon-based businesses to Campbell County. The process began in March of 2019 with a group of University of Wyoming MBA students that worked to clarify goals and objectives, and identify available resources. Ideas were broadly generated and narrowed down, with the concept that the client would ultimately be considered the expert and would choose which ideas on which to focus. One notion would be to establish Campbell County as the “Carbon Hub” of the World, by strengthening incentives, infrastructure, and workforce development. Another idea would be to make Campbell County known domestically and internationally, by developing a consistent brand and identity, and focusing on community selling points. A third objective would be to have an annual Campbell County Carbon Conference to collaborate for coal innovation. A Marketing Plan Execution Timeline was outlined and explained.

**Review May 21st Council Agenda**

The Council Agenda items were reviewed and discussed.

**Adjournment**

There being no further business to come before the Council, the meeting adjourned at 6:58 p.m. An audio recording of this meeting is available in the City Clerk’s Office.

(S E A L)

ATTEST:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk

\_\_\_\_\_  
Louise Carter-King, Mayor

Publish date: May 29, 2019



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Regular Meeting - May 21, 2019

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download

☐ [Regular Meeting - May 21, 2019](#)

A meeting of the City Council was held on Tuesday the 21st day of May 2019.

Present were Councilmen Brown, Carsrud, Lundvall, McLeland, Montgomery, Neary, and Mayor Carter-King; City Administrator Davidson; City Attorney Reyes; Directors Cole, Henderson, Hloucal, Muzzarelli, and Wilde; Manager Schoen, Palazzari, and Toscana; City Clerk Staskiewicz.

### **Invocation and Pledge of Allegiance**

The Invocation and Pledge of Allegiance were led by Reverend Ed Sisti of Open Door Church.

### **Approval of General Agenda**

Councilman Carsrud made a motion to approve the General Agenda; seconded by Councilman Montgomery. All voted aye. The motion carried.

### **Approval of Consent Agenda**

#### **Minutes**

Pre-Meeting – May 7, 2019; Regular Meeting – May 7, 2019; Work Session – May 14, 2019

#### **Bills and Claims**

Absolute Auto, LLC, 38.40; AC Tree Service, 13,350.00; Access Data Corporation, 1,222.76; Adecco Employment Services, 615.76; Ahern Rentals Inc, 774.15; AlSCO, 1,078.16; American Welding & Gas Inc, 31.00; Anallecta Brodie, 150.00; Anixter Power Solutions, 8,465.16; Antelope Valley Improvement & Service District, 6.50; Arete Design Group, 4,426.48; Arrow Printing And Graphics Inc, 52.50; Ayden Kniffen, 10.00; Big Horn Tire Inc, 1,889.06; Black Hawk Crane And Rigging Inc, 630.00; Black Hills Power & Light, 44,726.48; Black Hills Power & Light, 2,849.06; Black Hills Wyoming LLC, 176,368.05; Blue Cross Blue Shield Of Wyoming, 60,455.82; Blue Cross Blue Shield Of Wyoming, 3,345.73; Blue Cross Blue Shield Of Wyoming, 69,147.73; Blue Cross Blue Shield Of Wyoming, 816.88; Blue Cross Blue Shield Of Wyoming, 43,757.03; Border States Electric, 3,221.88; Boyd Abelseth, 173.51; Campbell County Chamber Of Commerce, 140.00; Campbell County Landfill, 107,607.75; Campbell County Sheriff, 5,750.00; CBH Co-Op, 259.65; Central Truck & Diesel Inc, 468.21; Centurylink, 2,348.25; Chavez, Isabel, 45.06; City Of Gillette, 100.00; City Of Gillette, 77.52; City Of Gillette - Petty Cash, 94.00; Clyde Owen, 100.00; Colorado State University, 70.00; Cooper, Jason L, 88.77; Cooper, Stephanie & Kyle, 263.26; Coy, Daniel, 160.73; Craig Furman, 50.00; Cramer, Jennifer, 146.40; Crescent Electric Supply, 72.72; Crestview Improvement & Service District, 6.50; Crowell, Steve & Colleen, 451.12; Cummins Rocky Mountain Inc, 207.19; Dana Kepner Company Inc, 3,540.00; Debra Semple, 1,468.00; Derby, Lacey, 187.75; Derryberry, Jeff & Kelly, 134.70; Display Sales, 1,438.60; DOWL LLC, 56,895.29; DRM Inc, 14,916.38; Edge Construction Supply, 82.80; Edge Electric, Inc, 185.64; Employment Testing Services Inc, 1,040.00; Energy Laboratories Inc, 2,710.50; England, Kayla, 62.01; Eternity Rentals, 48.62; Falcon Environmental Corporation, 328.83; Farmer Brothers Company, 773.54; Fastenal Company, 33.35; FedEx, 930.98; Ferguson Enterprises, Inc #1701, 1,372.35; First Interstate Bank Of Gillette, 12,359.07; First National Bank Of Gillette, 42,759.47; First Northern Bank Of Wyoming, 13,002.89; Flagshooter LLC, 302.98; Frandson Safety Inc, 220.00; G And G Landscaping Inc, 80,617.96; Galls, An Aramark Company, 101.90; Gillette Contractors Supply Inc, 6,023.18; Gillette Winnelson Company, 52.28; Godwin, Quinn, 79.13; GoVolution, LLC, 1,570.20; Granicus LLC, 1,200.00; Gray Matter Systems, LLC, 373.62; Guzman, Ashley, 154.85; GW Construction, LLC, 11,285.00; Hagen, Terry, 106.97; Hannifan, Michael & Ro, 138.40; Harold Ness, 40.00; Harvey, Lori, 75.14; HDR Inc - Us Engineering Accounts Receivable, 16,456.31; Hebestreet, Glende, 147.12; Hladky Construction, 1,592.00; Hoffman, Frank & Marilene, 259.60; Hoffman, Randy, 177.94; Hollenback, Mike & Sandra, 506.97; Hub International Mountain States Limited, 50.00; Inberg Miller Engineers, 12,193.50; IT Outlet Inc, 6,296.00; Jack's Truck Center Inc, 130.68; Jack's Truck Center Inc, 102.02; John's Welding, 3,647.37; Johnson, Tony, 171.09; Kadrmas Lee & Jackson Inc, 17,649.30; Kelley, Lydia, 532.97; Klein, Jerome & Ann, 180.50; KOIS Brothers Equipment Company, 8,340.75; Lacy, Myra, 120.27; Land Surveying Incorporated, 1,375.00; Lawson, Peggy, 10.55; LEB Inc, 282.95; Lee, Shane & Gail, 287.20; Legend Communications Of Wyoming, 653.00; Line Finders, LLC, 4,783.75; Louise Carter King, 32.49; MCM General Contractors, 30,852.04; Melgaard Construction Company Inc, 2,223.19; Michael Hofer, 120.00; MII Life Insurance, Incorporated, 2,669.11; MII Life Insurance, Incorporated, 2,197.07; Miller, Brandon R, 10.14; Mills, Bryan, 201.56; Moore, Daysha, 59.13; Morrison Maierle Inc, 6,104.56; Motorola Solutions Inc, 44,486.30; Mountain View Building Inc, 267,472.65; Newman Signs Inc, 1,942.91; News Record, 6,356.06; Norco Inc, 2,671.69; Office Of State Lands And Investments, 45,000.00; One Call Of Wyoming Copr, 564.90; Online Information Services Inc, 308.10; Outliers Creative, LLC, 650.00; Paintbrush Sewer & Drain, 382.50; Patterson, Laura & Dustin, 138.05; PCA Engineering Inc, 25,963.88; Pecha, Stephen & Sheila, 56.70; Peregrine Leadership Institute, 1,380.00; Peters, Tamara & Kelly, 299.07; Pfenning, Raymond, 163.82; Pike, Teresa & John, 495.19; Postal Pros Southwest Inc, 9,149.48; Powder River Construction,

194,959.06; Powder River Energy Corporation, 1,174.17; Powder River Heating & Conditioning Corporation, 1,890.50; Pro Force Marketing Inc, 714.00; ProElectric Inc, 29,248.75; R.C.S Construction Inc, 111,231.64; Remmick, Chuck, 124.51; Reyes, Angeles, 173.07; Robinson, Allic, 155.72; Robinson, Michael & Laura, 6.44; Rocky Mountain Business Equipment LLC, 1,460.05; S & S Builders, 9,960.00; Scott Brothers Inc, 1,013.06; Signboss LLC, 1,260.00; Sigvaldsen, Alex, 100.32; Silver Spur Trading LLC, 135.18; Simon Contractors, 11,697.23; Sloat, Jamie, 37.93; Smithhart, Harmony & Jerry, 43.22; Source Office Products, 1,219.19; Spencer Edsall, 150.00; Stotz Equipment, 140.55; Strata Inc, 5,765.00; Sundance Equipment Company, 170.77; Theodore Milner, 10.00; Thomas Englehaupt, 100.00; Tim Carsrud, 30.90; Titan Machinery Inc, 8,885.12; Tri County Telephone Association Inc, 3,619.63; Tyler Technologies Inc, 13,913.06; UMB Bank, 62,581.76; Universal Athletic Service, 1,006.00; Upstate Wholesale Supply, Inc, 200.00; Van Ewing Construction, 123,542.80; Visionary Communications, 969.14; Wallace, Richard & Debra, 170.43; Wal-Mart, 65.18; Waste Connections, Inc., 41,204.75; Weber, Lori, 100.88; Wesco Receivables Corp, 7,358.73; Wesley Munson, 392.55; Western Stationers, 856.00; White's Frontier Motors, 222.00; Wilson, Joellen, 543.19; WYODAK Resources Development Corp, 165,221.69; Wyoming Association Municipalities, 690.00; Wyoming Dept Of Employment, 3,872.08; Wyoming Law Enforcement Academy, 305.00; Wyoming Machinery Co, 113.50; Wyoming Marine, 914.88; Wyoming Police Service Dog Club, 300.00; Wyoming State Board Of Veterinary Medicine, 50.00; Wyoming State Revenue And Tax, 100,022.74; Zoetis Inc, 208.50

Councilman McLeland made a motion to approve the Consent Agenda; seconded by Councilman Montgomery. All voted aye. The motion carried.

Councilman Brown made a motion to approve a conflict claim for Council Member Carsrud in the amount of \$30.90; seconded by Councilman Neary. Brown, Lundvall, McLeland, Montgomery, Neary, and Mayor Carter-King voted aye. Councilman Carsrud abstained. The motion carried.

Councilman Carsrud made a motion to approve a conflict claim for Mayor Carter-King in the amount of \$32.49; seconded by Councilman Montgomery. Brown, Carsrud, Lundvall, McLeland, Montgomery, and Neary voted aye. Mayor Carter-King abstained. The motion carried.

### **Comments**

Council Comments – Councilman Carsrud congratulated Council and Staff for defeating the County in the Trash-A-Thon challenge issued by the County. Mayor Carter-King commended the City's Solid Waste crews for finishing the cleanup efforts in the Garner Lake Road area, and she also thanked the community for their efforts in keeping Gillette clean and beautiful.

### **Unfinished Business**

#### **Ordinance 2nd Reading**

#### **ORDINANCE 19-03**

#### **AN ORDINANCE APPROVING AND AUTHORIZING AN AMENDMENT TO ORDINANCE 3661 AND ASSOCIATED VILLAS AT LEGACY RIDGE PLAT TO BE KNOWN AS THE AMENDED PLANNED UNIT DEVELOPMENT, THE VILLAS AT LEGACY RIDGE, PHASE I, TO THE CITY OF GILLETTE, WYOMING**

*(History of the Ordinance: February 19, 2019 Council Meeting, the Ordinance passed first reading with a unanimous vote. March 5, 2019 Council Meeting, a motion was made by Councilman Carsrud and seconded by Councilman Brown to approve the foregoing Ordinance on second reading, the motion remained open, with no vote taken; a motion was made and seconded to table the Ordinance until April 16, 2019. April 16, 2019 Council Meeting, item was tabled until May 21, 2019).*

A motion was made by Councilman Carsrud to remove the Ordinance from the table; seconded by Councilman McLeland. All voted aye. The motion carried to remove the item from the table. City Administrator Davidson provided an explanation regarding the consideration and stated that the Developer has met the City's surety bond requirements, and the item is ready for Council's consideration. All voted aye. The motion carried to approve the Ordinance on second reading.

**ORDINANCE 3960**  
**AN ORDINANCE APPROVING AND AUTHORIZING**  
**A ZONING TEXT AMENDMENT TO AMEND THE ZONING ORDINANCE**  
**OF THE CITY OF GILLETTE, WYOMING, TO AMEND SECTION 16,**  
**DEFINITIONS (sss) (1); SECTION 10, SIGN REGULATIONS 10.f.(1),**  
**SECTION 10.f.(1).(g), AND**  
**EXHIBIT 10-2, SUBJECT TO ALL PLANNING REQUIREMENTS**

Councilman Brown made a motion to approve the foregoing Ordinance on third and final reading; seconded by Councilman Montgomery. All voted aye. The motion carried.

**New Business**

**Minute Action**

Councilman Carsrud made a motion to approve a street closure for May 25, 2019, from 8:00 a.m. to 5:00 p.m. on Ross Avenue between 2nd Street and 3rd Street, and on 3rd Street between Ross Avenue and Richards Avenue, for a Show & Shine Car Show, requested by Frontier Auto Museum; seconded by Councilman Montgomery. All voted aye. The motion carried.

Councilman Brown made a motion to approve a carnival permit for May 27th thru June 3rd, in the Aquatic Center parking lot, requested by American Legion Post 42 Baseball; seconded by Councilman McLeland. All voted aye. The motion carried.

Councilman Carsrud made a motion to approve a street closure for the 3rd Street Plaza on July 26, 2019, from 1:00 p.m. to 10:00 p.m., for a fundraiser that will include alcohol and outdoor music, requested by Gillette Abuse Refuge Foundation (GARF); seconded by Councilman Montgomery. Shauna McDonald, Event Coordinator, provided Council with details of the event. All voted aye. The motion carried.

Councilman Brown made a motion to approve a catering permit for the 3rd Street Plaza on July 26, 2019, from 5:00 p.m. to 10:00 p.m., for a Gillette Abuse Refuge Foundation (GARF) fundraiser, that will include outdoor music, requested by Pizza Carrello; seconded by Councilman Lundvall. All voted aye. The motion carried.

**RESOLUTION NO. 2692**  
**A RESOLUTION AUTHORIZING THE SALE OF PROCESSED WOOD CHIPS**  
**FROM THE WASTEWATER TREATMENT COMPOST FACILITY**  
**TO CITY OF GILLETTE RESIDENTS**

Councilman Carsrud made a motion to approve the foregoing Resolution authorizing the sale of processed wood chips from the Wastewater Treatment Compost Facility to City of Gillette residents; seconded by Councilman McLeland. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

**RESOLUTION NO. 2693**  
**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A POWER**  
**PURCHASE AGREEMENT WITH BLACK HILLS WYOMING, INC.**

Councilman Carsrud made a motion to approve the foregoing Resolution authorizing the Mayor to execute a Power Purchase Agreement with Black Hills Wyoming, Inc.; seconded by Councilman Lundvall. Administrator Davidson provided an explanation regarding the consideration, and stated that the City has the opportunity to increase its continuous electric base generation capacity by entering into a PPA with Black Hills Wyoming for an additional five (5) MW from BHW WYGEN I. The proposed effective date would be January 1, 2023. All voted aye. The motion carried.

Councilman Carsrud made a motion to approve a bid award for the Stone Gate Estates Improvement and Service District (ISD) water connection to Hot Iron, Inc., in the amount of \$704,610.35; seconded by Councilman Montgomery. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Councilman Brown made a motion to approve a Professional Services Agreement for engineering design services for the Donkey Creek Pump Station #1 Electrical Room Addition to Structural Dynamics, LLC, in the amount of \$57,106; seconded by Councilman McLeland. All voted aye. The motion carried.

Councilman Carsrud made a motion to approve a Professional Services Agreement for design and bidding services associated with the 2019 Energy Capital Sports Complex proposed improvements, with PCA Engineering, Inc., in the amount of \$207,500; seconded by Councilman Lundvall. Administrator Davidson clarified that this consideration was for the design and bidding services for two (2) turf multi-purpose fields. He stated that eventually, a splash park and an ADA compliant park would be designed, by City Staff, at the Energy Capital Sports Complex, which would be for children of all ages and



abilities, but this consideration does not include the design and bidding of the parks. All voted aye. The motion carried.

**RESOLUTION NO. 2694**  
**A RESOLUTION APPROVING AND AUTHORIZING THE**  
**FINAL PLAT KNOWN AS THE ROHDE SUBDIVISION; TO**  
**THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL**  
**PLANNING REQUIREMENTS.**

Councilman Brown made a motion to approve the foregoing Resolution approving and authorizing the final plat known as the Rohde Subdivision, to the City of Gillette, Wyoming, subject to all Planning requirements; seconded by Councilman Carsrud. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

**RESOLUTION NO. 2695**  
**A RESOLUTION APPROVING AND AUTHORIZING THE FINAL PLAT**  
**KNOWN AS POWDER HORN PARK, LOCATED**  
**IN THE S1/2NE1/4, SECTION 24, TOWNSHIP 50 NORTH,**  
**RANGE 72 WEST OF THE 6TH P.M.; TO THE CITY OF**  
**GILLETTE, WYOMING, SUBJECT TO ALL PLANNING**  
**REQUIREMENTS.**

Councilman Montgomery made a motion to approve the foregoing Resolution approving and authorizing the final plat known as Powder Horn Park, located in the S1/2NE1/4, Section 24, Township 50 North, Range 72 West of the 6th P.M. to the City of Gillette, Wyoming, subject to all Planning requirements; seconded by Councilman Brown. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Ordinance 1st Reading

**ORDINANCE NO. 19-09**  
**AN ORDINANCE TO AMEND CHAPTER 3, SECTION 3-36(d) OF THE GILLETTE CITY**  
**CODE TO CHANGE THE FEE FOR A CATERING AND MALT BEVERAGE PERMIT TO**  
**FIFTY DOLLARS (\$50.00).**

Councilman Carsrud made a motion to approve the foregoing Ordinance on first reading; seconded by Councilman McLeland. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Public Hearings and Considerations

Mayor Carter-King opened a public hearing to discuss the amendment of the District Zoning Map of the City Gillette, Wyoming, for a parcel located in the S1/2NE1/4 of Section 24, T50N, R72W of the 6th P.M., City of Gillette, Wyoming, from M-H, Mobile Home District to C-3, Business and Service District, subject to all Planning requirements. Administrator Davidson provided an explanation. Clark Sanders, City Planner, explained the differences between C-3 zoning requirements and I-1 requirements. Tom Osborne of Wyoming Casing asked that Council approve the proposed zoning amendment. He stated that Wyoming Casing is planning to build on two (2) of the lots affected by the proposed Ordinance. He went on to say that Wyoming Casing has outgrown their current location and would like to build on this property and remain in the City limits. Ken Ferguson, President of Los Cabello's Home Owner's Association, stated that they have no objection to the zoning change. No further comments were made and the public hearing was closed.

**ORDINANCE NO. 19-10**  
**AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP OF**  
**THE CITY OF GILLETTE, WYOMING, FOR A PARCEL LOCATED IN**  
**THE S1/2NE1/4 OF SECTION 24, T50N, R72W**  
**OF THE 6TH P.M., CITY OF GILLETTE, WYOMING,**  
**FROM M-H, MOBILE HOME DISTRICT TO**  
**C-3, BUSINESS AND SERVICE DISTRICT.**  
**SUBJECT TO ALL PLANNING REQUIREMENTS**

Councilman Brown made a motion to approve the foregoing Ordinance on first reading; seconded by Councilman Carsrud. All voted aye. The motion carried.

Mayor Carter-King opened a public hearing to discuss the submission of an application to the Wyoming Business Council for a Community Development Block Grant under the Community Facilities Grant Program on behalf of the Youth Emergency Services, Inc., by the Governing Body of the City of Gillette, Wyoming, for the purpose of a Youth Emergency Services, Inc., remodel project for vulnerable youth. Tatyana Walker, YES House Development Director, explained that the grant funding would be for the

remodel of two (2) buildings. Their kitchens and common areas did not meet the standards of health and safety as determined by a recent inspection of the Department of Agriculture, Consumer Health Services. The grant would provide funds to remodel the building and bring the buildings up to standard. No further comments were made and the public hearing was closed.

#### **RESOLUTION NO. 2696**

#### **A RESOLUTION AUTHORIZING THE CITY OF GILLETTE, WYOMING, TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO THE WYOMING BUSINESS COUNCIL ON BEHALF OF THE YOUTH EMERGENCY SERVICES, INC.**

Councilman Carsrud made a motion to approve the foregoing Resolution authorizing the submission of an application to the Wyoming Business Council for a Community Development Block Grant for a Community Facilities Project on behalf of the Youth Emergency Services, Inc., for the Governing Body of the City of Gillette, Wyoming, for the purpose of a Youth Emergency Services, Inc., remodel project for vulnerable youth; seconded by Councilman Lundvall. All voted aye. The motion carried.

#### **Executive Session**

Councilman Montgomery made a motion to move into an Executive Session to discuss personnel; seconded by Councilman McLeland. All voted aye. The motion carried.

#### **Adjournment**

There being no further business to come before the Council, the meeting adjourned at 7:48 p.m. The next regularly scheduled meeting will be held on June 4, 2019, Council Chambers, City Hall.

This meeting can be viewed in its entirety at <http://www.gillettewy.gov/CityCouncilVideos.html>. Minutes can be viewed at <http://www.gillettewy.gov/CityCouncilMinutes.html>.

(S E A L)

---

Louise Carter-King, Mayor

ATTEST:

---

Cindy Staskiewicz, City Clerk

Publication Date: May 29, 2019



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Executive Session - May 21, 2019

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download
-------------------

No Attachments Available
--------------------------



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

Special Meeting - May 28, 2019

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

**ATTACHMENTS:**

Click to download

☐ [Special Meeting - May 28, 2019](#)

A Special Meeting of the City Council was held on Tuesday the 28th day of May 2019.

Present were Councilmen Brown, Carsrud, Lundvall, McLeland, Montgomery, Neary, and Mayor Carter-King; Administrator Davidson; Attorney Reyes; Directors Cole, Henderson, Muzzarelli, and Wilde; Managers Clark, Kuntz, D. Wasson, Lt. Wasson, Palazzari, and Toscana; Senior Administrative Assistant Klein, Financial Analyst/Accountant Palmer, and City Clerk Staskiewicz.

### **Warm Up Items**

Councilman Montgomery thanked all citizens for attending the Memorial Day Ceremony. Mayor Carter-King gave a reminder of the Council Coffee scheduled for 7:00 a.m. at City West and 8:00 a.m. at City Hall.

### **Public Hearing**

Mayor Carter-King opened into a public hearing to discuss assessments for the City of Gillette, Wyoming, Special Improvement District No. 52. City Attorney Reyes gave background information on the assessment process, and announced that no written protests were received. No comments were made and the public hearing was closed.

## **ORDINANCE NO. 19-11 AN ORDINANCE CONFIRMING THE ASSESSMENT ROLL FOR THE CITY OF GILLETTE, WYOMING, SPECIAL IMPROVEMENT DISTRICT NO. 52; ASSESSING THE COST OF CONSTRUCTION OF THE IMPROVEMENTS AGAINST THE LOTS AND PARCELS OF LAND INCLUDED WITHIN THE DISTRICT; PRESCRIBING THE MANNER FOR COLLECTION AND PAYMENT OF ASSESSMENTS; AND PROVIDING FOR THE NOTICE OF PAYMENT OF ASSESSMENTS.**

Councilman Carsrud made a motion to approve the foregoing Ordinance on first reading; seconded by Councilman Lundvall. All voted aye. The motion carried.

### **Snow Debrief and Mowing Pre-Brief**

Public Works Director Wilde presented mowing statistics from past mowing seasons and stated that this year's game plan, due to weather delays, would be to work weekends to get caught up, and then establish a regular mowing schedule. Director Wilde informed Council that this year's mowing schedule, comprised of input from Parks' employees, would consist of dividing the City into 3 zones. Crews would be responsible for their assigned zone and all the duties involved with that zone. Councilman Carsrud inquired about mosquito abatement. Parks Supervisor Kuntz informed Council that the City pays the County for active spraying; the City utilizes pellets in standing water, as needed. Mayor Carter-King thanked Councilman Montgomery and his wife for taking care of his neighborhood park.

Director Wilde presented street sweeping statistics from past years. He explained that this winter's cold temperatures restricted street sweeping, which left large amounts of scoria cleanup, once weather conditions improved. He stated that the street sweepers are running double shifts and are now being emptied into a tandem truck to reduce unnecessary travel time for emptying the sweepers at the Warlow yard. The sweeper debris pile in the Warlow yard is now screened to filter the dirt from the trash, resulting in cost savings of landfill fees. Councilman Lundvall asked if there was a use for the screened dirt. Director Wilde stated that the dirt could be used for fill, but not top-soil. Discussion ensued about utilizing the screened dirt to repair the road at the Wastewater Treatment Facility. Utilities Director Cole stated that the material could be used for street backfill, but would not work as road base.

Director Wilde presented storm drain vactoring, channel cleaning, and drain maintenance statistics comparing the past few years. He reported that the current winter produced higher drain debris than in past years.

Director Wilde presented snow season statistics, outlined the level of service provided, and reported the quantities of scoria and Ice Slice used. The total cost for the 2018-2019 snow season, consisting of 27 snow events, was \$694,800.14. Mayor Carter-King commended the Public Works Department for their snow fighting efforts through the difficult winter. She stated she would accept Staff's expertise and recommendations for future use of ice reducing materials. Director Wilde advised that recommendations would be presented to Council in the fall to obtain direction as to how to proceed into the next snow season. Councilman Lundvall asked if snow removal issues in cul-de-sacs had been resolved. Director

Wilde explained that the Solid Waste and Streets departments collaborated on the best way to plow streets without interrupting trash disposal services. The safest method for picking up trash in a cul-de-sac was determined to be the placement of trash receptacles in the center of the cul-de-sac, which allows trash trucks to maneuver the area without having to back up at each house. A snow pile area was designated in each cul-de-sac area, so as not to interfere with trash pick-up services. The snow piles were removed as staffing levels allowed. Director Wilde stated that the use of 1-ton pickups in the residential areas proved useful for easier maneuvering and the creation of fewer windrows. Mayor Carter-King commended Public Works for the level of services provided, especially with the addition of Antelope Valley and Crestview Subdivisions.

**Council Agenda Review**

Council reviewed and discussed the upcoming Council agenda items.

**Adjournment**

There being no further business to come before the Council, the meeting adjourned at 7:30 p.m.

(S E A L)

ATTEST:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk

\_\_\_\_\_  
Louise Carter-King, Mayor

Publish date: June 5, 2019



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance Approving and Authorizing an Amendment to Ordinance 3661 and Associated Villas at Legacy Ridge Plat to be Known as the Amended Planned Unit Development, The Villas at Legacy Ridge, Phase I, to the City of Gillette, Wyoming, Subject to all Planning Requirements. (2/12/2019 - Planning Commission Vote 5/0)

**BACKGROUND:**

Ordinance 1st Reading: 7/0 (February 19, 2019)

Ordinance 2nd Reading: (March 5, 2019 - Item tabled until April 16, 2019). **Open motion on the table by Councilman Carsrud, seconded by Councilman Brown.**

Ordinance 2nd Reading: (April 16, 2019 - **Item tabled until May 21, 2019**)

Ordinance 2nd Reading: (May 21, 2019: 7/0)

The owner is seeking approval of an Amended Final Planned Unit Development Plat known as the Amended PUD Final Plat, The Villas At Legacy Ridge.

The Villas at Legacy Ridge are located east of the Campbell County Recreation Center along Shoshone Avenue. The owner is seeking to adjust the sizes of 13 lots by combining and reducing the number of lots. Four lots are west of Quarter Horse Avenue which will be combined into two lots. Five lots north of Villa Way will be combined into three lots. And four lots on the east will be combined into two lots.

Planned Unit Development plats with the accompanying Draft Ordinance regulate the zoning components of the development. The Draft Ordinance provides the zoning design components of the development. Specifically, the Ordinance addresses the building setback requirements, building footprint size and parking. All other aspects of the ordinance governing the existing developed lots will remain unchanged and continue to follow the previous Ordinance No. 3661.

Access to each lot will be from Quarter Horse Avenue or Villa Way. Due to the proximity of Lots 9H and 9J to Shoshone Avenue, one common access will be allowed with a common access easement from Villa Way. Access to Shoshone Avenue will not be allowed.

Water and sewer mains and electrical run north and south on lot 9H and 9J. An easement shall remain in place to provide access to these utilities.

Each existing lot is currently served by water, sewer and electrical. Prior to the recording of the final plat, the owner shall provide a service line agreement and the associated estimate and financial guarantee to remove the surplus water services this subdivision creates or remove the services prior to recording the plat.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I Move for approval of Ordinance Approving and Authorizing an Amendment to Ordinance 3661 and Associated Villas at Legacy Ridge Plat to be known as the Amended Planned Unit Development, The Villas at Legacy Ridge, Phase I, to the City of Gillette, Wyoming, Subject to all Planning Requirements on Third and Final Reading.

**STAFF REFERENCE:**

**MAP** - Ry Muzzarelli, P.E., Development Services Director

**ATTACHMENTS:**

Click to download	
<input type="checkbox"/>	<a href="#">PC Meeting Minutes 02/12/2019</a>
<input type="checkbox"/>	<a href="#">Planning Requirements</a>
<input type="checkbox"/>	<a href="#">Aerial and Vicinity Map</a>
<input type="checkbox"/>	<a href="#">Plat</a>
<input type="checkbox"/>	<a href="#">Ordinance</a>



CITY OF GILLETTE PLANNING COMMISSION

Minutes of the regular meeting  
City Council Chambers – City Hall  
February 12, 2019

PRESENT

Commission Members Present: Chairman Jim Nielson, Vice-Chair Cindy Reardon, Brenda Green, Jennifer Tuomela, and Ted Jerred

Commission Members Absent: Sheryl Martin and Trevor Matson

Staff Present: Clark Sanders, Planner; Meredith Duvall, Planner; and Annie Mayfield, GIS and Planning Manager

CALL TO ORDER

Chairman Nielsen called the meeting to order at 7:00 p.m.

APPROVAL OF  
THE MINUTES

A motion was made by Ted Jerred to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of January 8, 2019. Jennifer Tuomela seconded the motion. Motion carried 5/0.

18.039PUDF -  
AMENDED  
PUD FINAL  
PLAT THE  
VILLAS AT  
LEGACY  
RIDGE

The owner is seeking approval of an Amended Final Planned Unit Development Plat known as the Amended PUD Final Plat, The Villas At Legacy Ridge. Access to each lot will be from Quarter Horse Avenue or Villa Way. The owner is seeking to adjust the sizes of the 13 lots by combining and reducing the number of lots. As the owner wishes to combine lots, a service line agreement and the associated estimate and financial guarantee to remove the surplus water services this subdivision creates or remove the services prior to recording the plat.

Chairman Nielsen asked if there were any questions or comments on the case from the Commission or the public. Ted Jerred asked if the Home Owners Association (HOA) was still active, and if so, how would that affect the selling of the lots. Clark Sanders was unable to speak about the HOA, however the agent on the project, Richard Doyle was present and was asked the question. Richard Doyle was unable to speak on the HOA and deferred to the project manager for the developer, Michael Kuglin. Michael Kuglin was also unable to speak on the HOA and to what extent they are involved but said that he would speak with the developer, Mark Christensen, and get back to staff on the matter by Thursday, February 14, 2019.

Chairman Nielsen asked if there were any more questions or comments on the case from the Commission or the public. There being no further comments or questions, Chairman Nielsen made a motion to approve the case, Vice-Chair Reardon seconded the motion. Motion carried 5/0.

OLD  
BUSINESS

None

NEW  
BUSINESS

Clark Sanders said there were five upcoming cases for the February 26, 2019 meeting. The Planning Commission meeting for March 12, 2019 will be canceled as staff did not receive any submittals for that time period. And as of now, there will be one case for the March 26, 2019 meeting, whose deadline for new submittals is February 20, 2019

ADJOURNMENT

The meeting adjourned at 7:13 p.m.

Minutes taken and prepared by Meredith Duvall, Planner.

DRAFT

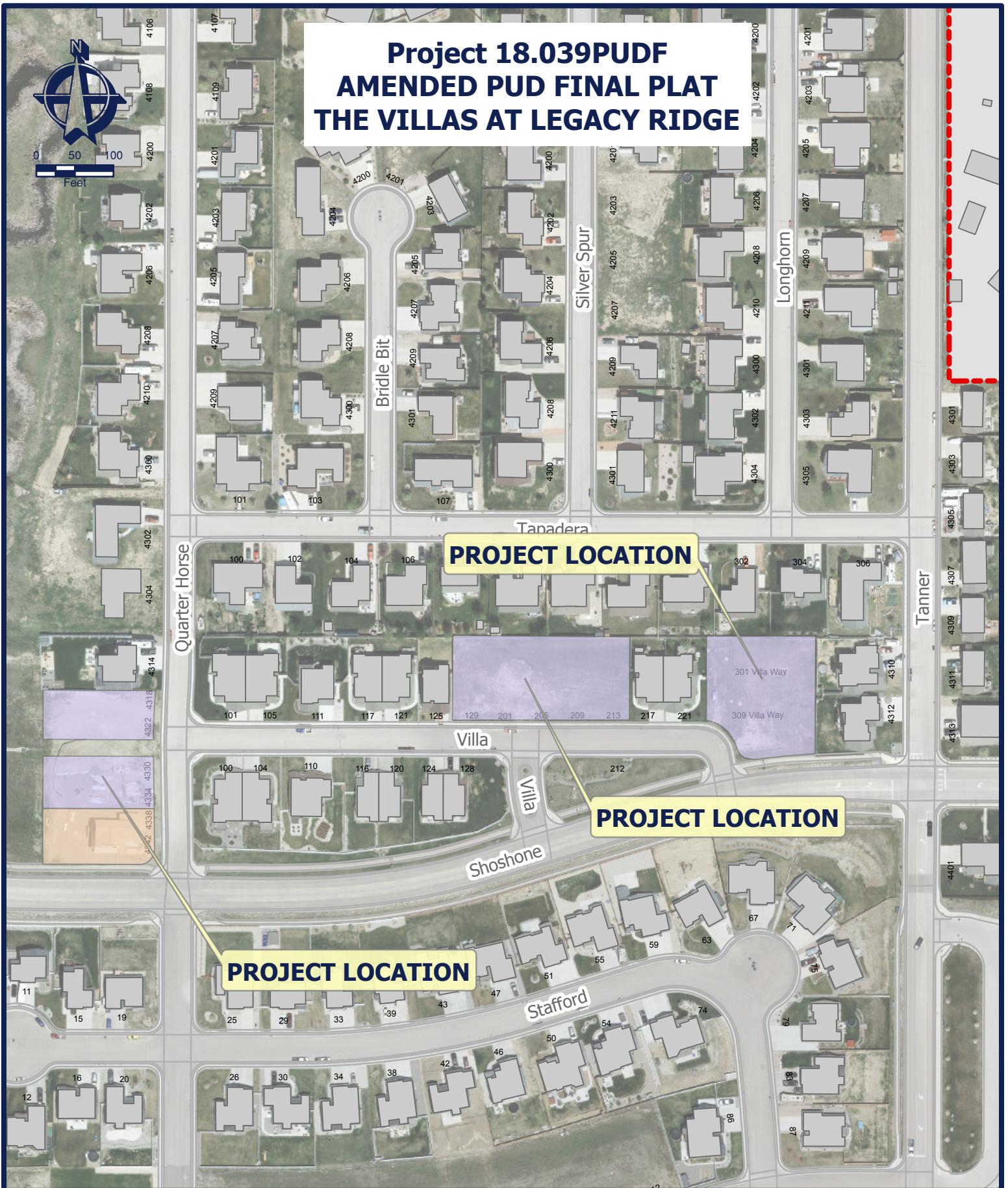
# **Planning Requirements**

## **18.039PUDF**

### **Amended PUD Final Plat - The Villas at Legacy Ridge**

1. The applicant will address all comments and concerns in ePlans before submitting a final, signed mylar to be recorded by the Campbell County Clerk.
2. A recording fee of \$75 (seventy-five), payable to the Campbell County Clerk must be submitted with the final mylar.
3. A Service Line Agreement will need to be executed.
4. A Title Report needs to be submitted to the City Planning Division.
5. The Ordinance originally recorded with the Final Planned Unit Development Plat for The Villas at Legacy Ridge must be amended to include the newly established lots and submitted with the plat to be recorded. The recording fee for these documents must also be submitted with the final mylar.

# Project 18.039PUDF AMENDED PUD FINAL PLAT THE VILLAS AT LEGACY RIDGE



**CITY OF GILLETTE**

GIS Division  
P.O. Box 3003  
Gillette, Wyoming 82717-3003  
Phone (307) 686-5364  
[www.gillettewy.gov](http://www.gillettewy.gov)

12/17/2018 4:38 PM

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM  
RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO  
GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR  
THE INFORMATION CONTAINED THEREIN.

Productivity **Service With P.R.I.D.E.** Enthusiasm  
Responsibility Integrity Dedication



DEDICATION

Know all men by these presents that the undersigned MC HITT DEVELOPMENT, LLC, being the owner, proprietor, or parties of interest in the land shown on this plat, do hereby certify,

The above and foregoing THE VILLAS AT LEGACY RIDGE, PHASE 1 PARTIAL RESUBDIVISION PLANNED UNIT DEVELOPMENT IN THE CITY OF GILLETTE being more particularly described as follows:

Lots 1F, 1G, 2D, 2E, BLOCK 1 & LOTS 5D, 6C, 6D, 7C, 7D, 9D, 9E, 9F AND 9G, BLOCK 2, THE VILLAS AT LEAGACY RIDGE, CITY OF GILLETTE

Said tract of land contains 1.49 acres, more or less, subject to all rights, restrictions and/or easements of sight and record, and as appears on this plat, is made with the free consent, and in accordance with the desires of the undersigned owners and proprietors, and that this is a correct plat of the area as it is divided in lots, blocks, streets and easements, and

That the undersigned owners and proprietors of the land shown and described on this plat do hereby dedicate to the City of Gillette for perpetual public use all streets, alleys, easements and other lands within the boundary lines of the plat as indicated and not already otherwise dedicated for public use. Utility easements as designated on this plat are hereby dedicated to the City of Gillette for perpetual public use for installing, repairing, replacing and maintaining water lines, sewers, gas lines, electrical lines, telephone lines, cable TV lines and the forms and types of public utilities now or hereafter generally utilized by the public. Drainage Easements, as designated on this plat, are hereby dedicated to the City of Gillette and its licensees for public use, to accommodate the flow or storage of storm water and shall be kept free of all fences, structures or other impediments.

All rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_

Owner: MC Hitt Development, LLC

Signed by Mark A. Christensen  
as member of Mc Aegis, LLC  
as owner of MC Hitt Development, LLC

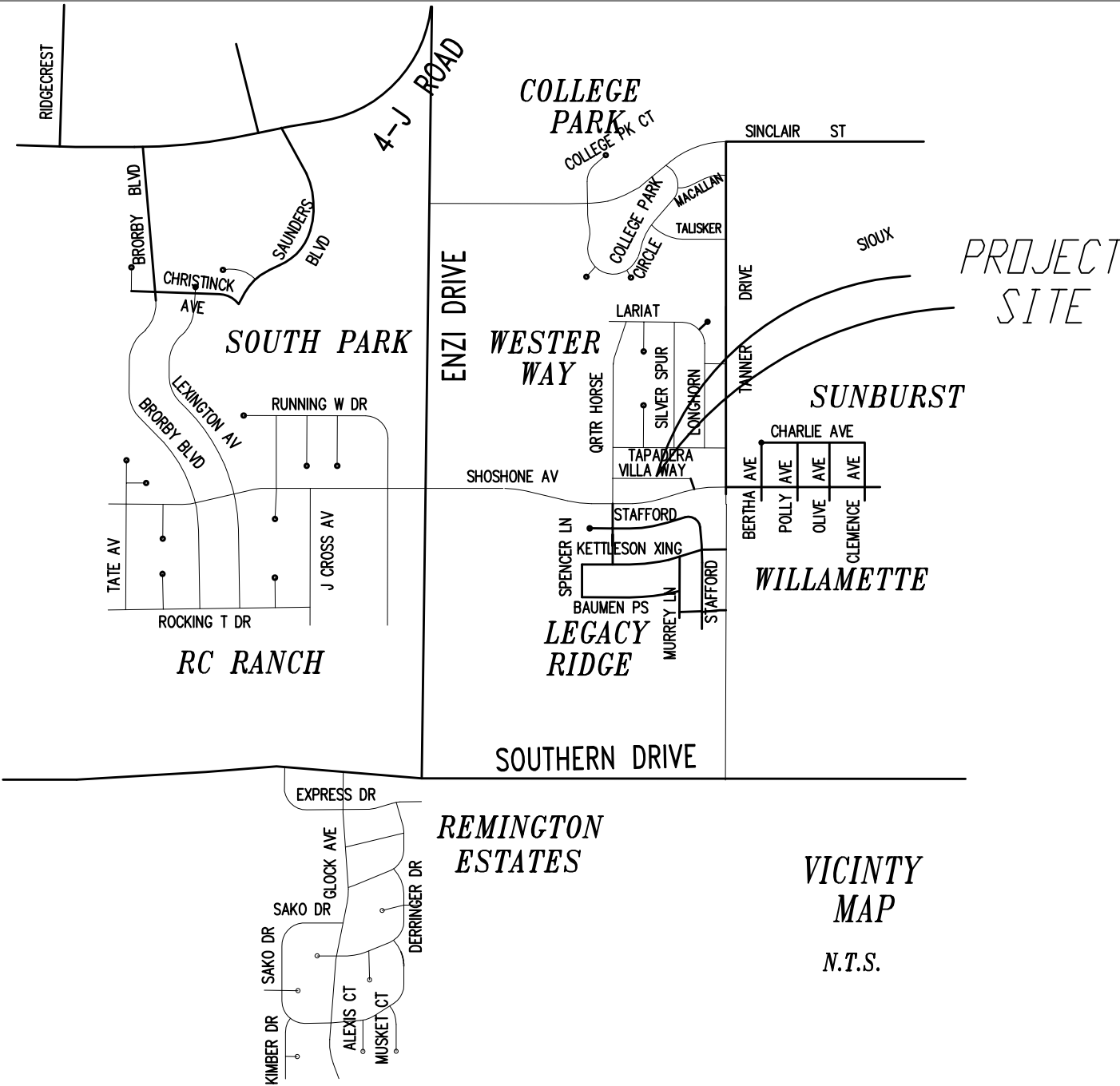
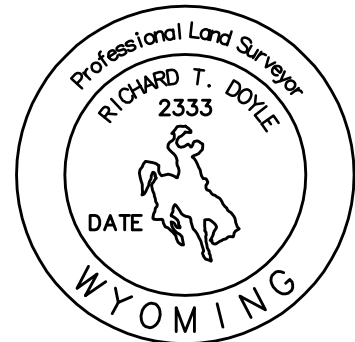
STATE OF WYOMING )  
 ) ss  
COUNTY OF CAMPBELL )  
The foregoing instrument was acknowledged before me this \_\_\_\_\_  
day of \_\_\_\_\_, A.D., 20\_\_\_\_, by Mark A. Christensen  
as member Mc Aegis LLL, owner MC Hitt Development, LLC,  
voluntary act and deed.  
Witness my hand and official seal.

Notary Public  
My Commission Expires \_\_\_\_\_

THE VILLAS AT LEGACY RIDGE,  
PHASE I  
PARTIAL RESUBDIVISION,  
PLANNED UNIT DEVELOPMENT  
IN THE  
CITY OF GILLETTE, WYOMING

DECLARATION VACATING PREVIOUS PLATTING

THIS PLAT IS THE RESUBDIVISION OF  
Lots 1F, 1G, 2D, 2E, BLOCK 1, & LOTS  
5D, 6C, 6D, 7C, 7D, 9D, 9E, 9F AND 9G,  
BLOCK 2, THE VILLAS AT LEAGACY RIDGE,  
BOOK 9 OF PLATS, PAGES 258-259 OF  
THE RECORDS OF THE CAMPBELL COUNTY  
CLERK. ALL EARLIER PLAT OR PORTIONS  
THEREOF, ENCOMPASSED BY THE  
BOUNDARIES OF THIS PLAT ARE HEREBY  
VACATED.



SURVEYOR'S CERTIFICATE

I, Richard T. Doyle, do hereby certify that I am a registered land surveyor, licensed under the laws of the State of Wyoming, that this plat is a true, correct, and complete plat of THE VILLAS AT LEGACY RIDGE, LEGACY RIDGE-PHASE I PARTIAL RESUBDIVISION, PLANNED UNIT DEVELOPMENT IN THE CITY OF GILLETTE, WYOMING, as laid out, platted, dedicated and shown hereon, that such plat was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the lots, easements, and streets of said subdivision as the same are staked upon the ground in compliance with City of Gillette regulations governing the subdivision of the land.

APPROVALS

Data on this plat reviewed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_A.D., by the City Engineer of Gillette, Wyoming.

City Engineer

This plat approved by the City of Gillette Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_A.D.

Chairman Secretary

Approved by the City Council of the City of Gillette, Wyoming this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_A.D.

Mayor City Clerk

This plat filed for record in the office of the County Clerk and Recorder at \_\_\_\_\_ o'clock \_\_m., \_\_\_\_\_ A.D., and is duly recorded in Book \_\_\_\_\_ of Plats, Page No. \_\_\_\_\_

County Clerk

PUD FINAL PLAT

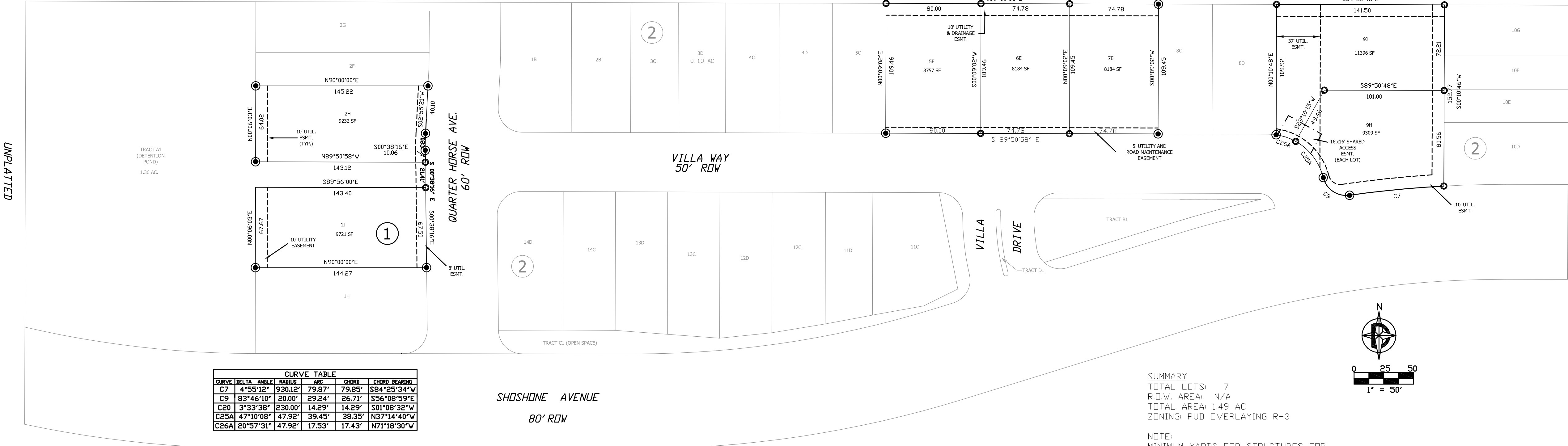
THE VILLAS AT LEGACY REIDGE,  
LEGACY RIDGE-PHASE I  
PARTIAL RESUBDIVISION, PLANNED  
UNIT DEVELOPMENT

PREPARED FOR: MC HITT DEVELOPMENT LLC PO BOX 1269 GILLETTE, WY 82717	PREPARED BY: DOYLE SURVEYING INC. 801 E. Fourth St. Suite C-8 Gillette, WY 82716 PH: (307) 686-2410
-------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------

DATE OF PREPARATION: DECEMBER, 2018 SHT 1 OF 1

REVISED: 1-16-19  
REVISED: 1-7-19

UNPLATTED



CURVE TABLE						
CURVE	DELTA	ANGLE	RADIUS	ARC	CHORD	CHORD BEARING
C7	4°55'12"	930.12'	79.87'	79.85'	S84°25'34"W	
C9	83°46'10"	20.00'	29.24'	26.71'	S56°08'59"E	
C20	3°33'38"	2300.00'	14.29'	14.29'	S01°08'32"W	
C25A	47°10'08"	47.92'	39.45'	38.35'	N37°14'40"W	
C26A	20°57'31"	47.92'	17.53'	17.43'	N71°18'30"W	

SUMMARY  
TOTAL LOTS: 7  
R.O.W. AREA: N/A  
TOTAL AREA: 1.49 AC  
ZONING: PUD OVERLAYING R-3

NOTE:  
MINIMUM YARDS FOR STRUCTURES FOR LOT 9J, BLOCK 2 SHALL BE TEN FEET (10') ON ALL SIDES WITH THE MAXIMUM PERCENT OF SITE COVERAGE OCCUPIED BY BUILDING FOR THE LOT NOT TO EXCEED 50%

LEGEND

- FOUND 5/8" REBAR WITH SURVEY CAP
- SET 24" LONG 5/8" REBAR WITH ALUMINUM SURVEY CAP MARKED "RLS 2333"

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE APPROVING AND AUTHORIZING AN AMENDMENT TO ORDINANCE 3661 AND ASSOCIATED VILLAS AT LEGACY RIDGE PLAT TO BE KNOWN AS THE AMENDED PLANNED UNIT DEVELOPMENT, THE VILLAS AT LEGACY RIDGE, PHASE I, TO THE CITY OF GILLETTE, WYOMING

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

**SECTION 1.** The zoning of the property legally described below will be changed by amending parts of a P.U.D. overlaying the existing R-3 Single and Multiple Family Residential District for the Property, according to Section 12 and 15 of the Zoning Ordinance of the City of Gillette. Pursuant to City of Gillette Zoning Ordinance Section 3 b. (2), provision of this ordinance shall apply to all private lands within the corporate limits of the City of Gillette, Wyoming.

A PARCEL OF PROPERTY LOCATED WITHIN THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING DESCRIBED AS FOLLOWS:

LOTS 1J, 2H, BLOCK 1, LOTS 5E, 6E, 7E, 9J, AND 9H, BLOCK 2,  
AMENDED PUD PLAT, THE VILLAS AT LEGACY RIDGE, PHASE 1

SAID PARCELS CONTAIN 1.49 ACRES, MORE OR LESS (the “Property”).

Incorporated herein by reference is City of Gillette Ordinance No. 3661, *An Ordinance for the Final Plat titled Final Plat – A resubdivision of Legacy Ridge, Phase I, City of Gillette, Wyoming, Legacy Ridge, Phase I Planned Unit Development to be known as The Villas at Legacy Ridge in the City of Gillette, Wyoming by Overlaying a Planned Unit Development Zoning District over the Existing R-3 Single and Multiple Family Residential District*, hereinafter referred to herein as “Ordinance No. 3661”.

No changes shall be made to any other property currently authorized under Ordinance No. 3661 and not specifically referenced herein as the “Property”.

**SECTION 2.** This Planned Unit Development zoning overlay was approved by the Gillette City Planning Commission on January 22, 2019.

**SECTION 3.** In accordance with Section 15c. of the Zoning Ordinance of the City of Gillette, the following Project Specific Development Standards shall govern the **Amended Planned Unit Development, The Villas at Legacy Ridge, Phase I** (the “Neighborhood”) and the Property..

**1. Permitted Uses:**

Those Permitted Uses provided for in Ordinance No. 3661, including:

- a. Single family dwelling
- b. Condominium or Townhome
- d. Day Care (family child care home) with appropriate State license and operated from the provider’s home with a special permit
- e. Accessory uses as permitted and defined in the City of Gillette Zoning Ordinance for the R-3 Single and Multiple Family Residential District.

Multiple family dwelling(s) shall be excluded from the Neighborhood.

**2. Additional Uses:**

Those Additional Uses provided for in Ordinance No. 3661, including:

1. Storm water conveyance and detention facilities
2. Utility infrastructure

**3. Minimum Lot Size:**

That Minimum Lot Size provided for in Ordinance No. 3661:

2,924 sq. ft.

**4. Maximum Lot Size:**

15,000 sq. ft.

**5. Maximum Height of Structure:**

That Maximum Height of Structure provided for in Ordinance No. 3661:

Thirty-five feet (35')

**6. Building/Lot Site Coverage:**

- a. Maximum size of building footprint:

Existing Structures:	As already approved
Single-Family Detached Home:	5,000 square feet
Single-Family Detached Structure or Townhome:	5,000 square feet
Each Unit:	2,500 square feet

- b. Maximum percent of site coverage occupied by building: 60%

**7. Minimum Setbacks on the Front, Side and Rear Yards:**

- a. Those Minimum Setbacks on the Front, Side and Rear Yards provided for within Ordinance No. 3661.
- b. Due to its unique configuration, when building upon Lot 9J, Block 2, the minimum setbacks for the Front, Side and Rear Yards shall all be Five feet (5'), provided, however that developer shall ensure a setback of at least Twenty feet (20') on two parallel yards of the lot.

**8. Project Specific Unique Development or Design Standards:**

The Neighborhood provides for the following features:

- Ranch style paired homes
- Attractively designed condominiums and townhomes
- Single-family detached homes
- A variety of housing alternatives to encourage a mix of young families, traditional families, and seniors and those looking to age in place
- Common area maintenance
- Covenant controlled community
- Attractively landscaped common areas which buffer the neighborhood from Shoshone Avenue
- Consistent landscaping design from home to home
- Those Project Specific Unique Development or Design Standards provided for in Ordinance No. 3661.

**9. Landscaping, Buffering and Screening Standards:**

Those Landscaping, Buffering and Screening Standards provided for within Ordinance No. 3661.

**10. Area Designated for Common Open Space and Facilities:**

Those Area(s) Designated for Common Open Space and Facilities provided for within Ordinance No. 3661.

**11. Signage Requirements:**

Those Signage Requirements provided for within Ordinance No. 3661.

**12. Parking:**

Each home shall have a two- or three-car garage and driveway that accommodates at least two cars.

**13. Ownership of Common Areas and Facilities:**

That Ownership of Common Areas and Facilities provided for within Ordinance No. 3661.

**14. Site Access and Street Standards:**

Those Site Access and Street Standards provided for within Ordinance No. 3661, provided, however, that all references to the Private Streets referenced therein for the benefit of lands within the Neighborhood shall be struck.

**15. Water and Sewer and Drainage Infrastructure:**

That Water and Sewer and Drainage Infrastructure provided for within Ordinance No. 3661.

**16. Phasing Plan:**

There are no plans for phasing the Neighborhood.

**SECTION 4.** The **Amended Planned Unit Development, The Villas at Legacy Ridge, Phase I**, in the City of Gillette is approved for filing with Campbell County Clerk and Ex-Officio Recorder of Deeds.

**SECTION 5.** This ordinance shall be in full force and effect upon its publication.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Louise Carter-King, Mayor

(Seal)

ATTEST:

Cindy Staskiewicz, City Clerk

Publish Date:





CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

Bills and Claims

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I move that the bills and claims, excepting any and all conflict claims, be approved.

**STAFF REFERENCE:**

Michelle Henderson, Finance Director

**ATTACHMENTS:**

Click to download

☐ [Bills and Claims](#)

☐ [Bills and Claims - Prepays](#)

☐ [Wire Transfers](#)

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
99999-MISC RESTITUTIONS			
	94205	RESTITUTION PAYMENT FROM CHARLES JENNINGS	30.00
	94206	RESTITUTION PAYMENT FROM CHARLES JENNINGS	30.00
	94207	RESTITUTION PAYMENT FROM SANDRA INGRAM	25.00
	94208	RESTITUTION PAYMENT FROM JONNY DAVIS	10.00
	94209	RESTITUTION PAYMENT FROM DAVID GREEN	41.59
	94210	RESTITUTION PAYMENT FROM LEXI VAN HORN	45.00
	94211	RESTITUTION PAYMENT FROM LEXI VAN HORN - FINAL	5.00
	94212	RESTITUTION PAYMENT FROM STEPHANIE HILL	40.00
	94213	RESTITUTION PAYMENT FROM JESSICA SARGENT	50.00
	94214	RESTITUTION PAYMENT FROM RYAN JARVIS	25.00
	94215	RESTITUTION PAYMENT FROM JAMES MCRAE	292.00
	94216	RESTITUTION PAYMENT FROM JARED MILLARD	10.00
	94217	RESTITUTION PAYMENT FROM STACI SPILLMAN	200.00
	94218	RESTITUTION PAYMENT FROM WAYNE BOIKE	150.00
	94219	RESTITUTION PAYMENT FROM ISAIAH SANTIAGO	125.00
	94220	RESTITUTION PAYMENT FROM DEVIN LUNSFORD	25.00
	94221	RESTITUTION PAYMENT FROM MERLENE COSSITT	400.00
	94222	RESTITUTION PAYMENT FROM MARVIN STETTER	50.00
	94223	RESTITUTION PAYMENT FROM MEGAN BROWN	100.00
	94224	RESTITUTION PAYMENT FROM ASHLY HOOD	42.00
	94225	RESTITUTION PAYMENT FROM ASHLY HOOD	8.00
	94226	RESTITUTION PAYMENT FROM CAMERON LAZARUS	200.00
	94227	RESTITUTION PAYMENT FROM CAMERON LAZARUS	50.00
	94228	RESTITUTION PAYMENT FROM SHYANNE POWELL - FINAL	2.78
	94229	RESTITUTION PAYMENT FROM DEREK FRESQUEZ	54.16
	94230	RESTITUTION PAYMENT FROM KENNETH VELLA	50.00
		<b>VENDOR TOTAL:</b>	<b>2,060.53</b>
1511-NORCO INC			
	94335	CUSTODIAL INVENTORY	550.20

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
1511-NORCO INC			
94337		CUSTODIAL INVENTORY	601.75
94338		CUSTODIAL INVENTORY	24.93
94339		CUSTODIAL INVENTORY	95.88
94340		CUSTODIAL INVENTORY	3,061.74
94343		CUSTODIAL INVENTORY	697.18
		<b>VENDOR TOTAL:</b>	<b>5,031.68</b>
		<b>DIVISION TOTAL:</b>	<b>7,092.21</b>
		<b>DEPARTMENT TOTAL:</b>	<b>7,092.21</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>001-GENERAL FUND</b>		
<b>10-ADMINISTRATION</b>		
<b>01-MAYOR &amp; COUNCIL</b>		
1882-THOMAS A FORD		
94171	CHILDREN'S MEMORIAL BRICK - KENDRI KAUL	20.00
	<b>VENDOR TOTAL:</b>	<b>20.00</b>
	<b>DIVISION TOTAL:</b>	<b>20.00</b>
<b>02-ADMINISTRATION</b>		
3880-OUTLIERS CREATIVE, LLC		
94166	ADVERTISING	650.00
	<b>VENDOR TOTAL:</b>	<b>650.00</b>
	<b>DIVISION TOTAL:</b>	<b>650.00</b>
<b>04-SPECIAL PROJECTS</b>		
1572-ARETE DESIGN GROUP		
94284	CITY WEST REMODEL PH II	1,028.00
	<b>VENDOR TOTAL:</b>	<b>1,028.00</b>
1276-CAMPBELL COUNTY JOINT POWERS FIRE BOARD		
94078	FY18/19 CAPITAL REQUEST #3	1,858.85
	<b>VENDOR TOTAL:</b>	<b>1,858.85</b>
	<b>DIVISION TOTAL:</b>	<b>2,886.85</b>
<b>32-JUDICIAL</b>		
1150-BEAR'S NATURALLY CLEAN		
94077	GARMENT CLEANING	13.19
	<b>VENDOR TOTAL:</b>	<b>13.19</b>
4003-MICHAEL STULKEN		
94098	DEFENSE ATTORNEY	160.00
94099	DEFENSE ATTORNEY	160.00
	<b>VENDOR TOTAL:</b>	<b>320.00</b>
55555-MISC EMPLOYEE VENDOR		
94203	TRAVEL REIMBURSEMENT	235.19
	<b>VENDOR TOTAL:</b>	<b>235.19</b>
	<b>DIVISION TOTAL:</b>	<b>568.38</b>
	<b>DEPARTMENT TOTAL:</b>	<b>4,125.23</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
15-ATTORNEY			
15-ATTORNEY			
2143-RINGER LAW P.C.			
	94096	CITY COURT PROSECUTOR	6,300.00
	94097	CITY COURT PROSECUTOR	1,740.00
		<b>VENDOR TOTAL:</b>	<b>8,040.00</b>
		<b>DIVISION TOTAL:</b>	<b>8,040.00</b>
		<b>DEPARTMENT TOTAL:</b>	<b>8,040.00</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>001-GENERAL FUND</b>		
<b>20-HUMAN RESOURCES</b>		
<b>20-HUMAN RESOURCES</b>		
1351-CAMPBELL COUNTY CHAMBER OF COMMERCE		
94167	LESSONS FROM LEADERS	150.00
	<b>VENDOR TOTAL:</b>	<b>150.00</b>
1349-CAMPBELL COUNTY HOSPITAL DISTRICT		
94194	TESTING	140.00
94262	Pre-Work Screens	114.75
94263	Pre-Work Screens	38.25
94264	Pre-Work Screens	230.00
94273	CCMH Case Management	260.00
	<b>VENDOR TOTAL:</b>	<b>783.00</b>
1753-EMPLOYMENT TESTING SERVICES INC		
94100	RANDOM, PRE-EMPLOYMENT, POST ACCIDENT TESTING	324.00
94191	PRE-EMPLOYMENT AND RANDOM TESTING	256.00
	<b>VENDOR TOTAL:</b>	<b>580.00</b>
	<b>DIVISION TOTAL:</b>	<b>1,513.00</b>
	<b>DEPARTMENT TOTAL:</b>	<b>1,513.00</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>001-GENERAL FUND</b>		
<b>25-FINANCE</b>		
<b>26-CUSTOMER SERVICE</b>		
1395-COLLECTION PROFESSIONALS GILLETTE		
94079	APRIL 2019 COLLECTIONS	150.51
	<b>VENDOR TOTAL:</b>	<b>150.51</b>
3369-POSTAL PROS SOUTHWEST INC		
94164	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	2,345.14
94165	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	2,631.33
	<b>VENDOR TOTAL:</b>	<b>4,976.47</b>
	<b>DIVISION TOTAL:</b>	<b>5,126.98</b>
<b>34-INFORMATION TECHNOLOGY</b>		
1358-CENTURYLINK		
94095	LONG DISTANCE	120.78
	<b>VENDOR TOTAL:</b>	<b>120.78</b>
1397-COLLINS COMMUNICATIONS INC		
94169	ALERTUS LICENSE	3,450.00
	<b>VENDOR TOTAL:</b>	<b>3,450.00</b>
3958-GLOBAL KNOWLEDGE TRAINING LLC		
94329	IT TRAINING	2,495.00
	<b>VENDOR TOTAL:</b>	<b>2,495.00</b>
1823-ITRON INC		
94076	ITRON	2,147.28
	<b>VENDOR TOTAL:</b>	<b>2,147.28</b>
2222-VERIZON WIRELESS		
94067	AVL DATA	901.93
94068	AVL DATA	652.81
94069	CELLULAR DATA	1,673.46
	<b>VENDOR TOTAL:</b>	<b>3,228.20</b>
	<b>DIVISION TOTAL:</b>	<b>11,441.26</b>
	<b>DEPARTMENT TOTAL:</b>	<b>16,568.24</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
3379-BLACK HILLS ENERGY			
	94042	NATURAL GAS - 950 W WARLOW-ANIMAL SHELTER	392.56
		<b>VENDOR TOTAL:</b>	<b>392.56</b>
77777-MISC ONE TIME VENDOR			
	94288	RABIES VOUCHER	12.00
		<b>VENDOR TOTAL:</b>	<b>12.00</b>
2435-WYOMING STATE			
	94286	RENEWAL - K JOHNSON	50.00
		<b>VENDOR TOTAL:</b>	<b>50.00</b>
		<b>DIVISION TOTAL:</b>	<b>454.56</b>
		<b>DEPARTMENT TOTAL:</b>	<b>454.56</b>



**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>001-GENERAL FUND</b>		
<b>50-PUBLIC WORKS</b>		
<b>33-MAINT OF CITY BUILDINGS</b>		
1040-ALSCO		
94124	RUG CLEANING	54.24
94125	RUG CLEANING	16.80
94126	RUG CLEANING	43.19
	<b>VENDOR TOTAL:</b>	<b>114.23</b>
3379-BLACK HILLS ENERGY		
94043	NATURAL GAS - 808 W WARLOW DR	144.13
94045	NATURAL GAS - 201 E 5TH ST	1,593.15
94046	NATURAL GAS - 950 W WARLOW DR	107.38
	<b>VENDOR TOTAL:</b>	<b>1,844.66</b>
1493-S & S BUILDERS		
94129	REPLACE METAL ON WATER LOAD OUT	3,589.20
	<b>VENDOR TOTAL:</b>	<b>3,589.20</b>
	<b>DIVISION TOTAL:</b>	<b>5,548.09</b>
<b>51-PARKS</b>		
1040-ALSCO		
94103	UNIFORM CLEANING	35.60
94104	UNIFORM CLEANING	5.10
	<b>VENDOR TOTAL:</b>	<b>40.70</b>
4057-BEACON ATHLETICS LLC		
94303	1 PALLET QUIKRETE ATHLETIC FIE	610.60
	<b>VENDOR TOTAL:</b>	<b>610.60</b>
3379-BLACK HILLS ENERGY		
94047	NATURAL GAS - 2902 S DOUGLAS HWY	168.52
	<b>VENDOR TOTAL:</b>	<b>168.52</b>
55555-MISC EMPLOYEE VENDOR		
94198	FY18/19 SAFETY BOOT REIMBURSEMENT	50.00
94199	FY18/19 SAFETY BOOT REIMBURSEMENT	50.00
94200	FY18/19 SAFETY BOOT REIMBURSEMENT	50.00
94201	FY18/19 SAFETY BOOT REIMBURSEMENT	50.00

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>001-GENERAL FUND</b>		
<b>50-PUBLIC WORKS</b>		
<b>51-PARKS</b>		
	<b>VENDOR TOTAL:</b>	<b>200.00</b>
2035-POWDER RIVER ENERGY CORPORATION		
94036	ELECTRIC - CRESTVIEW PARK	35.00
94037	ELECTRIC - ANTELOPE VALLEY PARK	35.00
	<b>VENDOR TOTAL:</b>	<b>70.00</b>
2424-UNIVERSITY OF WYOMING		
94064	FLAGGER & WORK ZONE CERTIFICATION	520.00
	<b>VENDOR TOTAL:</b>	<b>520.00</b>
	<b>DIVISION TOTAL:</b>	<b>1,609.82</b>
<b>53-FORESTRY</b>		
2965-TIGERTREE, INC		
94127	TREE PLANTING RELATED TO 2013 SNOWSTORM	9,790.00
94128	TREE REMOVAL & STUMP GRINDING FROM 2013 SNOWSTORM	10,660.00
	<b>VENDOR TOTAL:</b>	<b>20,450.00</b>
2424-UNIVERSITY OF WYOMING		
94064	FLAGGER & WORK ZONE CERTIFICATION	65.00
	<b>VENDOR TOTAL:</b>	<b>65.00</b>
	<b>DIVISION TOTAL:</b>	<b>20,515.00</b>
<b>54-STREETS</b>		
1040-ALSCO		
94106	UNIFORM CLEANING	45.90
94107	UNIFORM CLEANING	48.50
	<b>VENDOR TOTAL:</b>	<b>94.40</b>
3379-BLACK HILLS ENERGY		
94048	NATURAL GAS - 800 N BURMA AVE, BLDG 414	252.44
	<b>VENDOR TOTAL:</b>	<b>252.44</b>
2035-POWDER RIVER ENERGY CORPORATION		
94038	ELECTRIC - SIGN LIGHTING HWY 14/16	40.72
94039	ELECTRIC - WELCOME TO GILLETTE SIGN SHWY 59	35.00
94040	ELECTRIC - SIGN LIGHTING HWY 50	41.58
	<b>VENDOR TOTAL:</b>	<b>117.30</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
54-STREETS			
1802-SIMON CONTRACTORS			
	94105	BASE FOR POTHOLE REPAIR	98.01
	94108	BASE FOR POTHOLE REPAIR	37.87
		<b>VENDOR TOTAL:</b>	<b>135.88</b>
2424-UNIVERSITY OF WYOMING			
	94064	FLAGGER & WORK ZONE CERTIFICATION	845.00
		<b>VENDOR TOTAL:</b>	<b>845.00</b>
		<b>DIVISION TOTAL:</b>	<b>1,445.02</b>
		<b>DEPARTMENT TOTAL:</b>	<b>29,117.93</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
60-ENGINEERING			
1852-FEDERAL EXPRESS CORPORATION			
	94193	MISC SHIPPING	81.79
		VENDOR TOTAL:	81.79
		DIVISION TOTAL:	81.79
		DEPARTMENT TOTAL:	81.79
		FUND TOTAL:	66,992.96

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1911-GADES SALES COMPANY INC			
	94190	SIGNAL LIGHT COVER	289.81
		<b>VENDOR TOTAL:</b>	<b>289.81</b>
2432-WYOMING DEPT OF TRANSPORTATION			
	94285	HWY 50 - LAKEWAY TO SOUTHERN (	164.22
		<b>VENDOR TOTAL:</b>	<b>164.22</b>
		<b>DIVISION TOTAL:</b>	<b>454.03</b>
		<b>DEPARTMENT TOTAL:</b>	<b>454.03</b>
		<b>FUND TOTAL:</b>	<b>454.03</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
70-UTILITIES		
72-MADISON WATER LINE		
2910-BUFFALO FEDERAL BANK		
94300	GILLETTE MADIONS PIPELINE CONT	382.05
	<b>VENDOR TOTAL:</b>	<b>382.05</b>
1228-BURNS AND MCDONNELL CORPORATION		
94279	GILLETTE MADISON PIPELINE PROJ	4,000.00
94280	GILLETTE MADISON PIPELINE PROJ	46,795.64
	<b>VENDOR TOTAL:</b>	<b>50,795.64</b>
1559-DOWL LLC		
94282	GILLETTE REGIONAL WATER SUPPLY	2,658.75
	<b>VENDOR TOTAL:</b>	<b>2,658.75</b>
1852-FEDERAL EXPRESS CORPORATION		
94192	MISC SHIPPING	35.18
94193	MISC SHIPPING	46.81
	<b>VENDOR TOTAL:</b>	<b>81.99</b>
1862-FIRST INTERSTATE BANK OF GILLETTE		
94301	RETAINAGE - GILLETTE MADISON P	31.06
	<b>VENDOR TOTAL:</b>	<b>31.06</b>
1450-HDR ENGINEERING INC		
94283	GILLETTE REGIONAL WATER SUPPLY	2,760.12
	<b>VENDOR TOTAL:</b>	<b>2,760.12</b>
1589-HOT IRON		
94274	GILLETTE MADISON PIPELINE PROJ	7,258.95
	<b>VENDOR TOTAL:</b>	<b>7,258.95</b>
1683-LAYNE CHRISTENSEN COMPANY		
94277	GILLETTE MADISON PIPELINE 2A	590.19
	<b>VENDOR TOTAL:</b>	<b>590.19</b>
	<b>DIVISION TOTAL:</b>	<b>64,558.75</b>
	<b>DEPARTMENT TOTAL:</b>	<b>64,558.75</b>
	<b>FUND TOTAL:</b>	<b>64,558.75</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND			
70-UTILITIES			
70-UTILITIES ADMINISTRATION			
1358-CENTURYLINK			
	94095	LONG DISTANCE	54.27
		<b>VENDOR TOTAL:</b>	<b>54.27</b>
77777-MISC ONE TIME VENDOR			
	94195	IRRIGATION SYSTEM REBATE	205.50
	94196	IRRIGATION SYSTEM REBATE	425.00
	94197	IRRIGATION SYSTEM REBATE	280.50
		<b>VENDOR TOTAL:</b>	<b>911.00</b>
2222-VERIZON WIRELESS			
	94067	AVL DATA	368.39
	94068	AVL DATA	266.64
	94069	CELLULAR DATA	1,607.84
		<b>VENDOR TOTAL:</b>	<b>2,242.87</b>
		<b>DIVISION TOTAL:</b>	<b>3,208.14</b>
		<b>DEPARTMENT TOTAL:</b>	<b>3,208.14</b>
		<b>FUND TOTAL:</b>	<b>3,208.14</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>502-SOLID WASTE FUND</b>		
<b>50-PUBLIC WORKS</b>		
<b>55-SOLID WASTE</b>		
1040-ALSCO		
94102	UNIFORM CLEANING	39.64
	<b>VENDOR TOTAL:</b>	<b>39.64</b>
2329-TOTER INC		
94347	LIDS FOR ROLLOUTS	2,460.66
	<b>VENDOR TOTAL:</b>	<b>2,460.66</b>
2303-WESTERN WASTE SOLUTIONS INC		
94168	3 YARD DUMPSTER	80.00
	<b>VENDOR TOTAL:</b>	<b>80.00</b>
	<b>DIVISION TOTAL:</b>	<b>2,580.30</b>
	<b>DEPARTMENT TOTAL:</b>	<b>2,580.30</b>
	<b>FUND TOTAL:</b>	<b>2,580.30</b>



**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
503-WATER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	94109	UE 554 506 PUMPHOUSE	195.21
VENDOR TOTAL:			195.21
DIVISION TOTAL:			195.21
DEPARTMENT TOTAL:			195.21

# Expenditure Approval Report

## Check Approval Date of 06/04/2019



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
1040-ALSCO			
	94090	UNIFORM CLEANING	26.50
		<b>VENDOR TOTAL:</b>	<b>26.50</b>
2652-ASSURE CO RISK MANAGEMENT & REGULATOR COMPLIANCE			
	94091	CONTRACT MONTHLY FEE	350.00
		<b>VENDOR TOTAL:</b>	<b>350.00</b>
3656-BAKER HUGHES, A GE COMPANY, LLC			
	94083	WELL SERVICE	795.00
		<b>VENDOR TOTAL:</b>	<b>795.00</b>
3379-BLACK HILLS ENERGY			
	94049	NATURAL GAS - 200 ROCK RD GEN	16.84
	94050	NATURAL GAS - 816 W WARLOW DR	311.31
		<b>VENDOR TOTAL:</b>	<b>328.15</b>
1574-DANA KEPNER COMPANY INC			
	94187	AIR VAC	3,995.00
	94188	PARTS	8,828.32
		<b>VENDOR TOTAL:</b>	<b>12,823.32</b>
1852-FEDERAL EXPRESS CORPORATION			
	94193	MISC SHIPPING	141.41
		<b>VENDOR TOTAL:</b>	<b>141.41</b>
1892-FRANDSON SAFETY INC			
	94186	MULTI-GAS MONITOR CALBRATION	110.00
		<b>VENDOR TOTAL:</b>	<b>110.00</b>
1977-GREG'S WELDING CORPORATION			
	94084	DONKEY CREEK WATER PLANT FABRICATE PIPE SUPPORT	453.29
		<b>VENDOR TOTAL:</b>	<b>453.29</b>
2778-GW CONSTRUCTION, LLC			
	94089	WATER MAIN BREAK FRONTIER/ANGUS	6,677.00
		<b>VENDOR TOTAL:</b>	<b>6,677.00</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>503-WATER FUND</b>		
<b>70-UTILITIES</b>		
<b>73-WATER</b>		
1290-MID WEST PEST MANAGEMENT		
94082	PEST CONTROL SERVICE	245.00
	<b>VENDOR TOTAL:</b>	<b>245.00</b>
1511-NORCO INC		
94086	APRIL 2019 CYLINDER RENT	47.04
	<b>VENDOR TOTAL:</b>	<b>47.04</b>
1958-PCA ENGINEERING INC		
94085	MISC TESTING - FRONTIER/ANGUS WATER REPAIR	200.00
	<b>VENDOR TOTAL:</b>	<b>200.00</b>
2035-POWDER RIVER ENERGY CORPORATION		
94232	ELECTRIC - FORCE RD CONTROL BUILDING	63.05
94233	ELECTRIC - COOK RD	128.84
94235	ELECTRIC - AVISD	125.29
94236	ELECTRIC - SOUTHFORK	132.21
94237	ELECTRIC - RAFTER D	129.36
94238	ELECTRIC - OVERBROOK	122.86
94240	ELECTRIC - BENNOR ESTATES	126.67
94241	ELECTRIC - MADISON REHAB CPS #7	50.15
94242	ELECTRIC - MADISON REHAB CPS #4	43.31
94243	ELECTRIC - CPS #3	46.94
94244	ELECTRIC - CPS #2	39.76
94245	ELECTRIC - CPS #1	47.03
94246	ELECTRIC - UNION CHAPEL WATERLINE	35.00
94247	ELECTRIC - BOOSTER STATION REHILLS SUBD	151.84
94248	ELECTRIC - PINE RIDGE RESERVOIR	35.00
	<b>VENDOR TOTAL:</b>	<b>1,277.31</b>
2114-RAILROAD MANAGEMENT CO LLC		
94087	LICENSE FEES	235.41
94088	LICENSE FEES	235.41

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
<b>503-WATER FUND</b>			
<b>70-UTILITIES</b>			
<b>73-WATER</b>			
		<b>VENDOR TOTAL:</b>	<b>470.82</b>
1802-SIMON CONTRACTORS			
94185	ASPHALT ROCK		231.25
		<b>VENDOR TOTAL:</b>	<b>231.25</b>
2424-UNIVERSITY OF WYOMING			
94064	FLAGGER & WORK ZONE CERTIFICATION		325.00
		<b>VENDOR TOTAL:</b>	<b>325.00</b>
		<b>DIVISION TOTAL:</b>	<b>24,501.09</b>
<b>77-SWIMMING POOL</b>			
1040-ALSCO			
94081	RUG CLEANING		8.62
		<b>VENDOR TOTAL:</b>	<b>8.62</b>
3379-BLACK HILLS ENERGY			
94051	NATURAL GAS - 909 S GILLETTE AVE		73.74
		<b>VENDOR TOTAL:</b>	<b>73.74</b>
2970-CEM SALES & SERVICE			
94094	PARTS		833.33
		<b>VENDOR TOTAL:</b>	<b>833.33</b>
1848-FASTENAL COMPANY			
94092	PARTS		87.39
94093	PARTS		32.33
		<b>VENDOR TOTAL:</b>	<b>119.72</b>
1999-HAWKINS INC			
94080	CHEMICALS		758.13
		<b>VENDOR TOTAL:</b>	<b>758.13</b>
		<b>DIVISION TOTAL:</b>	<b>1,793.54</b>
		<b>DEPARTMENT TOTAL:</b>	<b>26,294.63</b>
		<b>FUND TOTAL:</b>	<b>26,489.84</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	93985	UE 6444 3001 ALLEN	97.37
	93986	UE 24142 830 SUTHERLAND COVE	85.80
	93987	UE 31412 1701 CARRINGTON	71.43
	93988	UE 7024 3312 FITZPATRICK	50.65
	93989	UE 7048 3201 FITZPATRICK	25.99
	93990	UE 9792 150 WESTHILLS	43.50
	93991	UE 35412 717 EXPRESS	163.99
	93992	UE 18078 1001 STANLEY	159.64
	93993	UE 15204 60 CONSTITUTION	42.35
	93994	UE 24372 1801 WARLOW	35.64
	93995	UE 32590 4522 RUNNING W	153.03
	93996	UE 32258 4510 RUNNING W	142.11
	93997	UE 6368 704 VIVIAN	68.15
	93998	UE 8486 1211 SHIP WHEEL	103.46
	93999	UE 8672 100 FLYING CIRCLE	576.26
	94000	UE 10376 3706 LINKS	150.47
	94001	UE 10394 510 CLARION	39.10
	94002	UE 13136 807 VENTURA	567.68
	94003	UE 38002 3000 SADDLE STRING	13.72
	94004	UE 38022 3110 SADDLE STRING	101.10
	94005	UE 41470 2905 LONIGAN	299.51
	94006	UE 38306 405 OBSIDIAN	524.83
	94015	UE 12670 808 ROCKWOOD	22.49
	94016	UE 13710 904 APRICOT	224.84
	94017	UE 14302 706 LARAMIE	163.29
	94019	UE 16808 248 SIERRA	100.00
	94020	UE 13984 511 LONGMONT	113.69
	94021	UE 13750 706 LONGMONT	349.88
	94024	UE 16808 248 SIERRA	19.71

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	94025	UE 6484 703 VIVIAN	129.51
	94026	UE 17732 1407 EAGLES NEST	52.23
	94027	UE 18094 1001 STANLEY	138.00
	94028	UE 17531 2621 LEDOUX	286.14
	94029	UE 33874 603 SAKO	46.27
	94030	UE 42616 2677 LEDOUX	121.06
	94031	UE 24396 1801 WARLOW	152.09
	94032	UE 18944 1021 SANTEE	5.45
	94033	UE 32592 4522 RUNNING W	156.84
	94034	UE 26470 320 SUNFLOWER	99.95
	94035	UE 14312 820 LARAMIE	99.85
	94055	UE 33348 1404 PLUMCREEK	149.56
	94056	UE 40294 2705 SANDALWOOD	52.36
	94057	UE 40662 2103 APPLECREEK	509.60
	94110	UE 14240 602 LARAMIE	116.51
	94111	UE 3064 432 PRAIRIEVIEW	32.17
	94112	UE 27328 1001 DESERT HILLS	73.23
	94113	UE 20266 918 E-Z	330.65
	94122	UE 15560 1901 NEVADA	144.57
	94275	UE 17476 111 STETSON	87.99
	94276	UE 17492 108 STETSON	39.95
	94289	UE 8974 801 4-J	11.85
	94290	UE 12696 804 GREENWAY	27.19
	94291	UE 4416 2313 EMERSON	13.23
	94292	UE 15448 1809 COLORADO	111.23
	94293	UE 9366 415 GILLETTE	51.67
	94294	UE 12698 804 GREENWAY	38.02
	94295	UE 10282 914 FAIRWAY	196.95
	94296	UE 19102 901 4TH	111.34

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
94297	UE 20874 4500 DAKOTA		67.75
94298	UE 36274 4504 ALISON		44.50
94299	UE 36020 3210 LONIGAN		55.19
		<b>VENDOR TOTAL:</b>	<b>8,062.58</b>
		<b>DIVISION TOTAL:</b>	<b>8,062.58</b>
		<b>DEPARTMENT TOTAL:</b>	<b>8,062.58</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2879-AVP CONSULTING LLC			
	94065	CHOICE GAS COORDINATION	105.71
		<b>VENDOR TOTAL:</b>	<b>105.71</b>
3379-BLACK HILLS ENERGY			
	94052	NATURAL GAS - 940 W WARLOW DR	105.94
		<b>VENDOR TOTAL:</b>	<b>105.94</b>
1197-BORDER STATES ELECTRIC			
	94305	PULSER GROUND FAULT LOCATOR	1,075.00
		<b>VENDOR TOTAL:</b>	<b>1,075.00</b>
3004-DEPARTMENT OF ENERGY			
	94066	APRIL 2019 ENERGY	49,490.11
		<b>VENDOR TOTAL:</b>	<b>49,490.11</b>
1684-DRM INC			
	94267	ANNUAL TRENCHING AND BORING AG	4,105.00
	94268	ANNUAL TRENCHING AND BORING AG	750.00
	94269	ANNUAL TRENCHING AND BORING AG	3,894.26
	94270	ANNUAL TRENCHING AND BORING AG	6,610.00
	94271	ANNUAL TRENCHING AND BORING AG	457.50
	94272	ANNUAL TRENCHING AND BORING AG	2,608.50
		<b>VENDOR TOTAL:</b>	<b>18,425.26</b>
1892-FRANDSON SAFETY INC			
	94175	MULTI-GAS MONITOR CALIBRATION	22.00
		<b>VENDOR TOTAL:</b>	<b>22.00</b>
1264-MCM GENERAL CONTRACTORS			
	94265	ANNUAL TRENCHING AND BORING AG	6,563.21
		<b>VENDOR TOTAL:</b>	<b>6,563.21</b>
2035-POWDER RIVER ENERGY CORPORATION			
	94041	APRIL 2019 69KV WHEELING	5,250.00
		<b>VENDOR TOTAL:</b>	<b>5,250.00</b>



**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2071-PROELECTRIC INC			
	94266	ANNUAL MISCELLANEOUS ELECTRICAL	886.05
		<b>VENDOR TOTAL:</b>	<b>886.05</b>
2424-UNIVERSITY OF WYOMING			
	94064	FLAGGER & WORK ZONE CERTIFICATION	455.00
		<b>VENDOR TOTAL:</b>	<b>455.00</b>
		<b>DIVISION TOTAL:</b>	<b>82,378.28</b>
		<b>DEPARTMENT TOTAL:</b>	<b>82,378.28</b>
		<b>FUND TOTAL:</b>	<b>90,440.86</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>505-SEWER FUND</b>		
<b>70-UTILITIES</b>		
<b>75-SEWER</b>		
1040-ALSCO		
94072	UNIFORM CLEANING	103.70
94183	UNIFORM CLEANING	103.70
	<b>VENDOR TOTAL:</b>	<b>207.40</b>
1572-ARETE DESIGN GROUP		
94173	UV DISINFECTION BUILDING ADDITION	3,047.51
	<b>VENDOR TOTAL:</b>	<b>3,047.51</b>
3379-BLACK HILLS ENERGY		
94053	NATURAL GAS - 4520 UNIVERSITY DR	28.55
94054	NATURAL GAS - 1700 PLUM CREEK	17.84
94058	NATURAL GAS - 3101 S GARNER LAKE RD	5,676.55
	<b>VENDOR TOTAL:</b>	<b>5,722.94</b>
1239-CAMPBELL COUNTY CONSERVATION DISTRICT		
94074	TREE PROTECTORS	175.00
	<b>VENDOR TOTAL:</b>	<b>175.00</b>
1400-COLORADO STATE UNIVERSITY		
94184	TESTING	1,380.00
	<b>VENDOR TOTAL:</b>	<b>1,380.00</b>
1792-ENERGY LABORATORIES INC		
94071	TESTING	24.50
94178	TESTING	24.50
94179	TESTING	24.50
94180	TESTING	22.00
94181	TESTING	32.00
94182	TESTING	58.25
	<b>VENDOR TOTAL:</b>	<b>185.75</b>
1892-FRANDSON SAFETY INC		
94177	MULTI-GAS MONITOR CALIBRATION	88.00
	<b>VENDOR TOTAL:</b>	<b>88.00</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1999-HAWKINS INC			
	94176	CHEMICALS	7,959.60
		<b>VENDOR TOTAL:</b>	<b>7,959.60</b>
55555-MISC EMPLOYEE VENDOR			
	94202	FY18/19 SAFETY BOOT REIMBURSEMENT	129.13
		<b>VENDOR TOTAL:</b>	<b>129.13</b>
1312-MORRISON MAIERLE INC			
	94174	WWTP DIGESTER TANK COATING PROJECT	2,328.43
		<b>VENDOR TOTAL:</b>	<b>2,328.43</b>
2035-POWDER RIVER ENERGY CORPORATION			
	94022	ELECTRIC - LIFT PUMPS	1,075.39
	94023	ELECTRIC - GIL SEWAGE MTR STA	47.82
		<b>VENDOR TOTAL:</b>	<b>1,123.21</b>
2426-UNIVERSITY OF ARIZONA			
	94073	TESTING	450.00
		<b>VENDOR TOTAL:</b>	<b>450.00</b>
2424-UNIVERSITY OF WYOMING			
	94064	FLAGGER & WORK ZONE CERTIFICATION	260.00
		<b>VENDOR TOTAL:</b>	<b>260.00</b>
		<b>DIVISION TOTAL:</b>	<b>23,056.97</b>
		<b>DEPARTMENT TOTAL:</b>	<b>23,056.97</b>
		<b>FUND TOTAL:</b>	<b>23,056.97</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>601-CITY WEST FUND</b>		
<b>50-PUBLIC WORKS</b>		
<b>39-CITY WEST BUILDING MAINT</b>		
1019-ADECCO EMPLOYMENT SERVICES		
94101	TEMP HELP AT CITY WEST	145.68
	<b>VENDOR TOTAL:</b>	<b>145.68</b>
1040-ALSCO		
94123	RUG CLEANING	65.48
	<b>VENDOR TOTAL:</b>	<b>65.48</b>
3379-BLACK HILLS ENERGY		
94059	NATURAL GAS - 611 N EXCHANGE AVE	114.63
94060	NATURAL GAS - 611 N EXCHANGE AVE 22	726.93
94061	NATURAL GAS - 561 COMMERCIAL DR	355.26
94062	NATURAL GAS - 624 COMMERCIAL DR	1,828.16
	<b>VENDOR TOTAL:</b>	<b>3,024.98</b>
1844-FARMER BROTHERS COMPANY		
94131	COFFEE AT CITY WEST	495.03
	<b>VENDOR TOTAL:</b>	<b>495.03</b>
	<b>DIVISION TOTAL:</b>	<b>3,731.17</b>
	<b>DEPARTMENT TOTAL:</b>	<b>3,731.17</b>
	<b>FUND TOTAL:</b>	<b>3,731.17</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number		Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
1447-ANIXTER POWER SOLUTIONS			
	94302	ELECTRICAL INVENTORY	31.80
		<b>VENDOR TOTAL:</b>	<b>31.80</b>
1197-BORDER STATES ELECTRIC			
	94304	ELECTRICAL INVENTORY	1,534.40
	94306	ELECTRICAL INVENTORY	293.16
	94307	ELECTRICAL INVENTORY	151.50
	94308	ELECTRICAL INVENTORY	107.50
	94309	ELECTRICAL SAFETY INVENTORY	45.00
	94310	ELECTRICAL SAFETY INVENTORY	888.00
	94311	ELECTRICAL SAFETY INVENTORY	2,294.00
	94312	ELECTRICAL INVENTORY	115.60
	94313	ELECTRICAL INVENTORY	143.20
		<b>VENDOR TOTAL:</b>	<b>5,572.36</b>
1464-CRESCENT ELECTRIC SUPPLY			
	94322	ELECTRICAL INVENTORY	126.00
		<b>VENDOR TOTAL:</b>	<b>126.00</b>
1519-CRUM ELECTRIC SUPPLY COMPANY			
	94323	ELECTRICAL INVENTORY	4,966.50
	94324	ELECTRICAL INVENTORY	288.90
		<b>VENDOR TOTAL:</b>	<b>5,255.40</b>
1574-DANA KEPNER COMPANY INC			
	94325	WATER INVENTORY	1,500.00
		<b>VENDOR TOTAL:</b>	<b>1,500.00</b>
1834-FAIRMONT SUPPLY COMPANY			
	94326	SAFETY INVENTORY	33.25
	94327	SAFETY INVENTORY	89.64
		<b>VENDOR TOTAL:</b>	<b>122.89</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1848-FASTENAL COMPANY		
94328	ELECTRICAL INVENTORY	112.15
	<b>VENDOR TOTAL:</b>	<b>112.15</b>
1422-GILLETTE CONTRACTORS SUPPLY INC		
94315	WATER'S INVENTORY	21.64
94317	PARK'S INVENTORY	8.70
94318	PARK'S INVENTORY	39.69
94319	WATER'S INVENTORY	45.77
94320	STREETS INVENTORY	562.44
94321	PARK'S INVENTORY	111.70
	<b>VENDOR TOTAL:</b>	<b>789.94</b>
1479-NEWMAN SIGNS INC		
94332	TRAFFIC SAFETY INVENTORY	1,692.00
94333	TRAFFIC SAFETY INVENTORY	605.00
94334	SIGN INVENTORY	290.25
	<b>VENDOR TOTAL:</b>	<b>2,587.25</b>
1511-NORCO INC		
94336	PARKS INVENTORY	57.68
94341	ELECTRICAL INVENTORY	84.96
94342	PARKS INVENTORY	203.42
	<b>VENDOR TOTAL:</b>	<b>346.06</b>
2289-WESCO DISTRIBUTION INC		
94349	Traffic Safety	1,163.98
94350	ELECTRICAL INVENTORY	462.00
94351	ELECTRICAL INVENTORY	77.00
94353	SAFETY INVENTORY	333.36
94354	ELECTRICAL INVENTORY	390.00
	<b>VENDOR TOTAL:</b>	<b>2,426.34</b>
	<b>DIVISION TOTAL:</b>	<b>18,870.19</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
	DEPARTMENT TOTAL:	18,870.19

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
1040-ALSCO			
	94070	RUG CLEANING	30.13
		<b>VENDOR TOTAL:</b>	<b>30.13</b>
3379-BLACK HILLS ENERGY			
	94063	NATURAL GAS - 800 BURMA AVE	342.39
		<b>VENDOR TOTAL:</b>	<b>342.39</b>
		<b>DIVISION TOTAL:</b>	<b>372.52</b>
		<b>DEPARTMENT TOTAL:</b>	<b>372.52</b>
		<b>FUND TOTAL:</b>	<b>19,242.71</b>



**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>604-VEHICLE MAINTENANCE FUND</b>		
<b>00-UNDEFINED</b>		
<b>00-UNDEFINED</b>		
2677-CENTRAL TRUCK & DIESEL INC		
94314	VM INVENTORY	53.16
	<b>VENDOR TOTAL:</b>	<b>53.16</b>
1575-HOMAX OIL		
94330	GASOLINE	29,619.18
	<b>VENDOR TOTAL:</b>	<b>29,619.18</b>
2123-RECORD SUPPLY INC NAPA		
94344	VM INVENTORY	113.57
94345	VM INVENTORY	114.45
	<b>VENDOR TOTAL:</b>	<b>228.02</b>
2320-TITAN MACHINERY INC		
94346	VM INVENTORY	2,019.24
	<b>VENDOR TOTAL:</b>	<b>2,019.24</b>
	<b>DIVISION TOTAL:</b>	<b>31,919.60</b>
	<b>DEPARTMENT TOTAL:</b>	<b>31,919.60</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>604-VEHICLE MAINTENANCE FUND</b>		
<b>50-PUBLIC WORKS</b>		
<b>36-VEHICLE MAINTENANCE</b>		
1040-ALSCO		
94132	UNIFORM CLEANING	48.23
94133	UNIFORM CLEANING	48.23
	<b>VENDOR TOTAL:</b>	<b>96.46</b>
1167-BIG HORN TIRE INC		
94135	TIRES	90.00
94154	TIRES	1,288.16
	<b>VENDOR TOTAL:</b>	<b>1,378.16</b>
2677-CENTRAL TRUCK & DIESEL INC		
94136	PARTS	114.70
	<b>VENDOR TOTAL:</b>	<b>114.70</b>
1848-FASTENAL COMPANY		
94162	PARTS	13.16
94163	PARTS	9.55
	<b>VENDOR TOTAL:</b>	<b>22.71</b>
3398-JACK'S TRUCK CENTER INC		
94153	PARTS	98.00
	<b>VENDOR TOTAL:</b>	<b>98.00</b>
1758-KAREN'S DELIVERY SERVICE		
94155	DELIVER WHEELS	25.00
	<b>VENDOR TOTAL:</b>	<b>25.00</b>
1587-KOIS BROTHERS EQUIPMENT COMPANY		
94145	PARTS	1,451.98
94158	PARTS	556.93
	<b>VENDOR TOTAL:</b>	<b>2,008.91</b>
2197-LADONNA HATCH		
94159	SEAT REPAIR	145.00
	<b>VENDOR TOTAL:</b>	<b>145.00</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



Invoice Number	Invoice Description	Amount
<b>604-VEHICLE MAINTENANCE FUND</b>		
<b>50-PUBLIC WORKS</b>		
<b>36-VEHICLE MAINTENANCE</b>		
3929-PURVIS INDUSTRIES, LLC		
94075	PARTS	33.32
94161	PARTS	229.96
	<b>VENDOR TOTAL:</b>	<b>263.28</b>
2320-TITAN MACHINERY INC		
94134	PARTS	782.34
94156	PARTS	146.25
	<b>VENDOR TOTAL:</b>	<b>928.59</b>
2385-WYOMING MACHINERY CO		
94152	PARTS	48.30
	<b>VENDOR TOTAL:</b>	<b>48.30</b>
	<b>DIVISION TOTAL:</b>	<b>5,129.11</b>
<b>37-VEHICLE REPLACEMENT</b>		
2261-WARNE CHEMICAL & EQUIPMENT CO		
94146	75 GALLONG UTV TANK	2,985.00
	<b>VENDOR TOTAL:</b>	<b>2,985.00</b>
2386-WYOMING MARINE		
94147	TORO MOWER	979.00
94148	TORO MOWER	979.00
94149	TOWO MOWER	979.00
94150	TORO MOWER	979.00
94151	TORO MOWER	979.00
	<b>VENDOR TOTAL:</b>	<b>4,895.00</b>
	<b>DIVISION TOTAL:</b>	<b>7,880.00</b>
	<b>DEPARTMENT TOTAL:</b>	<b>13,009.11</b>
	<b>FUND TOTAL:</b>	<b>44,928.71</b>

**Expenditure Approval Report**  
**Check Approval Date of 06/04/2019**



	Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND			
25-FINANCE			
38-LIABILITY INSURANCE			
1493-S & S BUILDERS			
	94130	REPLACE WAREHOUSE EAST OVERHEAD DOOR	1,261.20
		VENDOR TOTAL:	1,261.20
		DIVISION TOTAL:	1,261.20
		DEPARTMENT TOTAL:	1,261.20
		FUND TOTAL:	1,261.20
		GRAND TOTAL:	346,945.64

**Expenditure Approval Report**  
**Check Approval Date of 05/21/2019**



Invoice Number		Invoice Description	Amount
201-1% FUND			
00-UNDEFINED			
00-UNDEFINED			
1866-FIRST NORTHERN BANK OF WYOMING			
94018		PURCHASE NEW CD	2,000,000.00
		VENDOR TOTAL:	2,000,000.00
		DIVISION TOTAL:	2,000,000.00
		DEPARTMENT TOTAL:	2,000,000.00
		FUND TOTAL:	2,000,000.00
		GRAND TOTAL:	2,000,000.00

**Expenditure Approval Report**  
**Check Approval Date of 05/22/2019**



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
3998-ROBERT G ROSENBERG			
	94044	GILLETTE HISTORIC PRESERVATION COMMISSION	3,152.00
VENDOR TOTAL:			3,152.00
DIVISION TOTAL:			3,152.00
DEPARTMENT TOTAL:			3,152.00
FUND TOTAL:			3,152.00

**Expenditure Approval Report**  
**Check Approval Date of 05/22/2019**



Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
4031-BLOCKER AND WALLACE SERVICE LLC		
93911	FREIGHT	325.00
	<b>VENDOR TOTAL:</b>	<b>325.00</b>
1450-HDR ENGINEERING INC		
94014	WASTEWATER TREATMENT FACILITY	32,877.51
	<b>VENDOR TOTAL:</b>	<b>32,877.51</b>
	<b>DIVISION TOTAL:</b>	<b>33,202.51</b>
	<b>DEPARTMENT TOTAL:</b>	<b>33,202.51</b>
	<b>FUND TOTAL:</b>	<b>33,202.51</b>
	<b>GRAND TOTAL:</b>	<b>36,354.51</b>

**Expenditure Approval Report**  
**Check Approval Date of 05/24/2019**



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
3261-STATE OF WYOMING - DCI		
94204	FINGERPRINTS	15.00
	VENDOR TOTAL:	15.00
	DIVISION TOTAL:	15.00
	DEPARTMENT TOTAL:	15.00
	FUND TOTAL:	15.00
	GRAND TOTAL:	15.00



# Expenditure Approval Report

## Check Approval Date of 05/20/2019



Invoice Number	Invoice Description	Amount
<b>701-HEALTH INSURANCE FUND</b>		
<b>20-HUMAN RESOURCES</b>		
<b>22-HEALTH INSURANCE</b>		
1344-CAMPBELL COUNTY COORDINATED BENEFITS TRUST		
94010	MAY 2019 DENTAL DENTAL ADMIN FEES	946.80
94011	MAY 2019 GALLAGHER CONSULTING SERVICES	2,027.77
94012	MAY 2019 GALLAGHER SHORT TERM DISABILITY ADMIN FEE	135.00
	<b>VENDOR TOTAL:</b>	<b>3,109.57</b>
2503-DELTA DENTAL OF WYOMING		
94007	APRIL 2019 CLAIMS	23,801.10
	<b>VENDOR TOTAL:</b>	<b>23,801.10</b>
3960-MII LIFE INSURANCE, INCORPORATED		
94009	APRIL 2019 PARTICIPANT FEE	364.50
94013	MAY 2019 PARTICIPANT FEE	360.00
	<b>VENDOR TOTAL:</b>	<b>724.50</b>
3687-OPTUM HEALTH FINANCIAL SERVICES		
94008	APRIL 2019 COBRA	145.75
	<b>VENDOR TOTAL:</b>	<b>145.75</b>
	<b>DIVISION TOTAL:</b>	<b>27,780.92</b>
	<b>DEPARTMENT TOTAL:</b>	<b>27,780.92</b>
	<b>FUND TOTAL:</b>	<b>27,780.92</b>
	<b>GRAND TOTAL:</b>	<b>27,780.92</b>

**Expenditure Approval Report**  
**Check Approval Date of 05/24/2019**



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
3960-MII LIFE INSURANCE, INCORPORATED			
	94252	WEEKLY CLAIMS	3,471.69
	94253	WEEKLY CLAIMS	4,940.33
		<b>VENDOR TOTAL:</b>	<b>8,412.02</b>
		<b>DIVISION TOTAL:</b>	<b>8,412.02</b>
		<b>DEPARTMENT TOTAL:</b>	<b>8,412.02</b>
		<b>FUND TOTAL:</b>	<b>8,412.02</b>

**Expenditure Approval Report**  
**Check Approval Date of 05/24/2019**



Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
00-UNDEFINED		
00-UNDEFINED		
2595-WYOSTAR		
94256	MAY 2019 CAPITAL FACILITIES TAX	4,824.69
	VENDOR TOTAL:	4,824.69
	DIVISION TOTAL:	4,824.69
	DEPARTMENT TOTAL:	4,824.69
	FUND TOTAL:	4,824.69

# Expenditure Approval Report

## Check Approval Date of 05/24/2019



Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
2288-WELLS FARGO BANK			
94254		WYGEN III SEMI-ANNUAL BOND PAYMENT	2,403,605.08
94255		CT II SEMI-ANNUAL BOND PAYMENT	1,334,345.13
VENDOR TOTAL:			3,737,950.21
DIVISION TOTAL:			3,737,950.21
DEPARTMENT TOTAL:			3,737,950.21

# Expenditure Approval Report

## Check Approval Date of 05/24/2019



Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2493-BLACK HILLS POWER & LIGHT			
94249	ARPIL 2019 TRANSMISSION		170,314.02
94250	APRIL 2019 WYGEN III CAPITAL AND O&M		604,157.94
94251	APRIL 2019 CAPITAL AND O&M		55,019.82
VENDOR TOTAL:			829,491.78
DIVISION TOTAL:			829,491.78
DEPARTMENT TOTAL:			829,491.78
FUND TOTAL:			4,567,441.99

**Expenditure Approval Report**  
**Check Approval Date of 05/24/2019**



Invoice Number		Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
94257		2018 PREMIUM PAYMENTS	1,466.61
94258		WEEKLY CLAIMS	233.00
94259		WEEKLY CLAIMS AND PRESCRIPTION DRUG COSTS	31,694.34
94260		WEEKLY CLAIMS	159.23
94261		WEEKLY CLAIMS AND PRESCRIPTION DRUG COSTS	82,323.69
VENDOR TOTAL:			115,876.87
DIVISION TOTAL:			115,876.87
DEPARTMENT TOTAL:			115,876.87
FUND TOTAL:			115,876.87
GRAND TOTAL:			4,696,555.57



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

A Proclamation Designating June 4, 2019 as *Gillette Little League Day*.

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

Patrick G. Davidson, City Administrator

**ATTACHMENTS:**

Click to download

☐ [Proclamation](#)



## PROCLAMATION

**WHEREAS**, Gillette Little League is committed to be a positive educational-athletic organization by encouraging participation, developing character and discipline, promoting teamwork and advocating community pride; Gillette Little League has created a positive environment which coaches, parents, fans and players work together to achieve this goal; and

**WHEREAS**, Gillette Little League has been in existence since the first Charter was filed in 1969 and is celebrating its 50<sup>th</sup> Anniversary; and

**WHEREAS**, Gillette Little League is an all-volunteer organization serving, on average, 700 youth from ages 6-12 in Tee Ball, farm, minor, major, softball and challenger leagues; and

**WHEREAS**, the success of Gillette Little League has resulted in six state championship in the Major's tournament since 1989 with invitations to the Western Regionals Tournament in San Bernardino, California, including just last year; and

**WHEREAS**, Gillette Little League strongly supports the philosophy of Character, Courage, Loyalty. Gillette Little League provides boys and girls an opportunity to develop recreational and competitive baseball and softball skills, to instill an enduring love for the games and to build confidence and character through a team-drive setting; and

**WHEREAS**, Gillette Little League plays at Dalbey Memorial Park, fields that were created through a collaboration between public, private, and volunteer groups to create a safe, family-oriented location;

**THEREFORE I**, Louise Carter-King, Mayor of the City of Gillette do hereby proclaim Tuesday June 4<sup>th</sup>, 2019 as

## Gillette Little League Day

In honor of their 50<sup>th</sup> year serving the youth of Gillette and Campbell County.

---

Louise Carter-King, Mayor

---

Cindy Staskiewicz, City Clerk  
(Attest)





CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

A Proclamation Designating June 2019 as *National Safety Month*.

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

Randy Milliron, Safety Manager

**ATTACHMENTS:**

Click to download

☐ [Proclamation](#)



## PROCLAMATION

**WHEREAS,** June is National Safety Month focusing on reducing leading causes of injury and death at work, on the road and in our homes and communities.

**WHEREAS,** For the first time since the Great Recession, the U.S. has experienced three straight years of at least 40,000 roadway deaths according to the National Safety Council. In 2018, Wyoming experienced 111 fatalities, which is an 11% decrease compared to the 123 in 2017. However, Wyoming has already experienced 64 fatalities in 2019 compared to the 37 in 2018.

**WHEREAS,** Safety is a journey of continuous improvement by reducing risks, enhancing your system of managing safety, engaging everyone involved and measuring performance.

**WHEREAS,** Safety does not stop when you leave work, passing this philosophy on to employees and encouraging them to follow it at home create a sustainable culture of safety.

**NOW THEREFORE,** I, Louise Carter-King, Mayor of the City of Gillette, County of Campbell, State of Wyoming, do hereby proclaim the month of June 2019 as

### ***National Safety Month***

And call upon the citizens of Gillette to make simple changes to prevent tragedy at work, in the home or on the roadway. Don't let distracted driving or other impairments lead to a life-changing accident for you or others. Don't leave safety at work, take safety home! Remember, safety is everyone's responsibility. Help keep each other safe.

---

Louise Carter-King, Mayor

---

Cindy Staskiewicz, City Clerk  
(Attest)



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance to Amend Chapter 3, Section 3-36(d) of the Gillette City Code to Change the Fee for a Catering and Malt Beverage Permit to Fifty Dollars (\$50.00).

**BACKGROUND:**

The Wyoming Legislature passed SF138, which limits the maximum fee for 24-hour malt beverage and catering permits to \$50.00.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I move for Approval of an Ordinance to Amend Chapter 3, Section 3-36(d) of the Gillette City Code to Change the Fee for a Catering and Malt Beverage Permit to Fifty Dollars (\$50.00).

**STAFF REFERENCE:**

Anthony Reyes, City Attorney

**ATTACHMENTS:**

Click to download

☐ [Ordinance to Amend Chapter 3, Section 3-36\(d\)](#)

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 3, SECTION 3-36(d) OF THE GILLETTE CITY CODE TO CHANGE THE FEE FOR A CATERING AND MALT BEVERAGE PERMIT TO FIFTY DOLLARS (\$50.00).

WHEREAS, the Governing Body of the City of Gillette desires to amend Chapter 3, Section 3-36(d) of the Gillette City Code.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

SECTION ONE. §3-36(d) of the Gillette City Code, is amended to read as follows:

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

(d) Fees.

Catering/malt beverage permit fees are fifty dollars (\$50.00).

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of June 2019.

\_\_\_\_\_  
Louise Carter-King, Mayor

(S E A L)  
ATTEST:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for a Parcel Located in the S1/2NE1/4 of Section 24, T50N, R72W of the 6th P.M., City of Gillette, Wyoming, from M-H, Mobile Home District to C-3, Business and Service District; Subject to all Planning Requirements. (Planning Commission Vote 5/0)

**BACKGROUND:**

Ordinance 1st Reading: 7/0

The owner is proposing to rezone 26.13 acres of land from M-H, Mobile Home District to C-3, Business and Services District. The property is located south of the Los Caballos Subdivision zoned R-R, Rural Residential in the County. There is unplatted county land to the west, and to the east, C-1, General Commercial, with Warlow Drive and the Wyoming Department of Transportation to the south which is currently city-zoned I-2, Heavy Industrial.

This area was annexed to the City of Gillette in February 2008 as part of the WYDOT-Warner Pacific Addition Annexation Plat.

The owner is proposing to subdivide this lot into eight (8) different properties for ownership purposes. This zoning meets the minimum size requires for the C-3, Business and Services District.

Pursuant to Section 12 of the City of Gillette's Zoning Ordinance, a Zoning Map Amendment shall not be approved except to:

- (1) Correct an obvious error, or
- (2) Recognize changing conditions in the City

The proposal to rezone 26.13 acres of Land from M-H, Mobile Home District to C-3, Business and Services District, recognizes the changing conditions in the City.

This case was approved by the Planning Commission during their May 14, 2019, meeting with a vote of 5/0.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I move for Approval of an Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for a Parcel Located in the S1/2NE1/4 of Section 24, T50N, R72W of the 6th P.M., City of Gillette, Wyoming, from M-H, Mobile Home to C-3, Business and Service District. Subject to All Planning Requirements on Second Reading.

**STAFF REFERENCE:**

**MAP** - Ry Muzzarelli, P.E., Development Services Director

**ATTACHMENTS:**

Click to download	
<input type="checkbox"/>	<a href="#">Planning Commission Minutes 5/14/2019</a>
<input type="checkbox"/>	<a href="#">Planning Requirements</a>
<input type="checkbox"/>	<a href="#">Aerial and Vicinity Map</a>
<input type="checkbox"/>	<a href="#">Exhibit A</a>
<input type="checkbox"/>	<a href="#">Ordinance</a>

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
City Council Chambers ~ City Hall  
May 14, 2019

PRESENT

Commission Members Present: Chairman Jim Nielsen, Vice-Chair Cindy Reardon, Ted Jerred, Sheryl Martin, and Trevor Matson..

Commission Members Absent: Jennifer Tuomela.

Staff Present: Annie Mayfield, Planning and GIS Manager; Clark Sanders, Planner; Meredith Duvall, Planner; and Jill McCarty, Senior Administrative Assistant.

CALL TO ORDER

Chairman Nielsen called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion was made by Vice-Chair Reardon to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of April 9, 2019. Trevor Matson seconded the motion. Motion carried 5/0.

19.013Z-ZONING MAP AMENDMENT-Powder Horn Park

The owner SLH Properties, LLC, Steve Halvorson, is proposing to rezone 26.13 acres of land from M-H, Mobile Home District to C-3, Business and Services District.

The property is located south of the Los Caballos Subdivision zoned R-R, Rural Residential in the County. There is unplatted county land to the west, and to the east, C-1, General Commercial, with Warlow Drive and the Wyoming Department of Transportation to the south which is currently city-zoned I-2, Heavy Industrial.

This area was annexed to the City of Gillette in February of 2008 as part of the WYDOT-Warner Pacific Addition Annexation Plat. The owner is proposing to subdivide this lot into 8 different properties for ownership purposes.

The subdivision case, case number 19.012SFP was heard previously this evening. This zoning meets the minimum size requires for the C-3, Business and Services District.

Pursuant to Section 12 of the City of Gillette's Zoning Ordinance, a Zoning Map Amendment shall not be approved except to:

- (1) Correct an obvious error, or
- (2) Recognize changing conditions in the City

The proposal to rezone 26.13 acres of Land from M-H, Mobile Home District to C-3, Business and Services District, recognizes the changing conditions in the City.

Clark Sanders said the general inquiry for the previous case (19.012SFPM) was also made for this case as well.

Chairman Nielsen asked if there were any questions or comments on the case from the Commission or the public. Vice-Chair Reardon asked for an explanation on the difference between a property being zoned light industrial and C-3. Clark Sanders said while some of the uses in both are the same, in a property zoned C-3 everything is required to be in an enclosed building, while light industrial does allow outdoor storage.

Chairman Nielsen asked if only the western three lots were being rezoned, and Clark Sanders said that was correct, the three lots currently zoned M-H would be rezoned to C-3, and the others, currently zoned C-1, would not be changed.

Tom Osborne, representative for the owner, Steve Halvorson, was present and said they had previously sought to zone the property as light industrial. Mr. Osborne said the plan for the owner was to build three large shops. Mr. Osborne said they would be spending a lot of money on the property and making many improvements. Mr. Osborne had a photo of their offices in North Dakota, which he said would be like what was planned to be built on this property, and said they are kept pristine and clean, and their company is environmentally friendly.

Ted Jerred asked what they anticipated their hours of operation to be. Mr. Osborne said while they do operate 24-hours a day, their work is done inside the buildings, including loading and unloading of trucks. Mr. Osborne said there were plans to build two of the shops in the short term, and later possibly the third would be built. Ted Jerred asked if there would be extensive exterior lighting around the property, and Mr. Osborne said the lighting would only be for the parking lot.

Sheila Slocum, PCA Engineering and agent for the case, was present and said property located at Kluver Road and Garner Lake Road, which was close to Los Caballos Subdivision, had been accepted previously with zoning of C-3. Ms. Slocum said the goal of the community should be to get rid of the M-H zoning as there is no need for it.

Ken Ferguson, resident of the Los Caballos Subdivision to the north of the property, was present and said he understood the proposal to change the zoning to C-3. Mr. Ferguson said there was property that was previously accepted as being zoned C-3 as mentioned by Ms. Slocum. Mr. Ferguson said the residents of Los Caballos are active in wanting the neighborhood to be kept secure, and was concerned of what other types of business might be built on the other empty lots, and requested a privacy fence be put in the full length of Vaquero Drive.

Clint Slagle, resident of the Los Caballos Subdivision to the north of the property, was present and said he had concerns on where the buildings were planned on being built. Mr. Slagle said he was also concerned with what was planned on being put north of the buildings.

Mr. Osborne said on the north there were plans of planting trees and



grass, with the barrier that would be required of the Planning Division. Mr. Slagle said he was mostly concerned about what was being built next to him and how much noise there would be.

Chairman Nielsen said the 30-foot barrier is what would be next to his property, and Clark Sanders said the site plan would include trees, berms or fencing that could be used as an option for the barrier. Mr. Slagle asked how tall the buildings were planned to be, and Mr. Osborne and his associate said approximately 24 feet high.

Mr. Osborne said Wyoming Casing will be building two of the buildings on the first two lots, and will build as close to Warlow Drive as possible with access off of Warlow Drive. Mr. Osborne said Wyoming Casing has one owner, and is not a multi-national corporation where items need to be approved by a board to get anything done.

Ted Jerred thought the pictures shown gave a good perspective that it will not just be like other pipe yards with them being contained in the buildings.

Mr. Ferguson asked if all the lots were going to be rezoned to C-3, and Clark Sanders said only the three lots currently zoned M-H would be and rest of the lots would remain zoned C-1.

Vice-Chair Reardon asked if the uses of property zoned C-3 were available online, and Clark Sanders said it was available on the city's website on the Planning Division's webpages.

Tanna Slagle, resident of the Los Caballos Subdivision to the north of the property, was present and asked if the buildings discussed were definitely going to be built, or only a possibility. Chairman Nielsen said to him it sounded pretty definite if the rezoning was approved. Ms. Slagle said what had been discussed this evening to be built sounded good, and when her house was designed it was with southern exposure and faces that lot, and was concerned with whatever is built that there not be a lot of dust, dirt, lots of trucks and noise associated with it.

Chairman Nielsen said everyone was also welcome to attend the City Council meeting to express concerns to them also when this case is heard May 21, 2019. Chairman Nielsen emphasized this was only for the zoning portion of the property, any buildings would need to go through further review with the city.

Mr. Osborne said the owners do plan on breaking ground as soon as possible if the rezoning were to be approved.

There being no further comments, Ted Jerred made a motion to approve the case. Vice-Chair Reardon seconded the motion. Motion carried 5/0.

OLD BUSINESS

None

NEW BUSINESS

Meredith Duvall said there would be two cases for the May 28, 2019, meeting and there were no cases for the June 11 meeting so it will be canceled.

Chairman Nielsen said Brenda Green had resigned from the commission, and anyone who was interested could apply. Chairman Nielsen thanked Brenda Green for all her service on the commission.

ADJOURNMENT

The meeting adjourned at 7:36 p.m.

Minutes taken and prepared by Jill McCarty, Senior Administrative Assistant.

DRAFT

# **Planning Requirements**

**19.013Z**

## **Zoning Map Amendment - Powder Horn Park**

The Planning Requirements are as follows:

1. None



# Project 19.013Z ZONING MAP AMENDMENT POWDER HORN PARK

Garner Lake Rd

Warlow Dr

**PROJECT LOCATION**



## CITY OF GILLETTE

GIS Division  
P.O. Box 3003  
Gillette, Wyoming 82717-3003  
Phone (307) 686-5364  
[www.gillettewy.gov](http://www.gillettewy.gov)

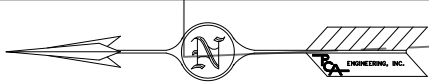
3/19/2019 4:57 PM

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM  
RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO  
GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR  
THE INFORMATION CONTAINED THEREIN.

Service With P.R.I.D.E.  
Productivity Responsibility Integrity Dedication Enthusiasm

# ZONING EXHIBIT "A"

4506 Wigwam Blvd.  
P.O. Box 2185  
Gillette, Wyo. 82716  
Ph. (307) 687-0600



GARNER LAKE ROAD

SCALE: 1"=30'

Vaquero Drive  
(60' R.O.W.)

LOT 6  
10.03 ACRES

LOT 8  
5.01 ACRES

LOT 7  
5.02 ACRES

LOT 5  
10.26 ACRES

LOT 4  
11.24 ACRES

LOT 3  
9.05 ACRES

LOT 2  
8.68 ACRES

LOT 1  
8.40 ACRES

Warlow Drive  
(100' R.O.W.)

ORDINANCE NO.

AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP  
OF THE CITY OF GILLETTE, WYOMING, FOR A PARCEL  
LOCATED IN THE S1/2NE1/4 OF SECTION 24, T50N, R72W  
OF THE 6TH P.M., CITY OF GILLETTE, WYOMING,  
FROM M-H, MOBILE HOME DISTRICT TO  
C-3, BUSINESS AND SERVICE DISTRICT.  
SUBJECT TO ALL PLANNING REQUIREMENTS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

Section 1. Legal Description

A parcel located in the SW1/4NE1/4 of Section 24, T50N, R72W of the 6th P.M., City of Gillette, Campbell County, Wyoming, as described in Ordinance No. 3532 (M-H, Manufactured Home), being more particularly described as follows:

Commencing at the center quarter corner of said Section 24, being monumented by 1973 brass cap stamped LS 538;

Thence along the north-south quarter line of said Section 24, N00°13'07"W, 100.04 feet to the southwest corner of said zoning, being the north right of way of Warlow Drive, as recorded in Book 600 Photos, Page 433, monumented by a plastic cap stamped EAGLE LS 584 and being the point of beginning;

Thence continuing along said quarter line, N00°13'07"W, 1198.75 feet to the northwest corner of said zoning, being the south right of way of Vaquero Drive as recorded in Book 6 of Plats, Page 80;

Thence along said south right of way, S87°42'39"E, 951.30 feet to the northeast corner of said zoning;

Thence S00°13'43"E, 1194.58 feet to the southeast corner of said zoning, being a point on the aforementioned north right of way of Warlow Drive;

Thence along said north right of way, N87°57'43"W, 951.33 feet to the point of beginning.

Said zoning contains 26.13 acres more or less.

Section 2. Zoning Amendment

The Zoning of property legally described as a parcel located in the S1/2NE1/4 of Section 24, T50N, R72W of the 6th P.M., City of Gillette, is hereby amended from M-H, Mobile Home to C-3, Business and Service District per the attached Exhibit "A" Map.

PASSED, APPROVED AND ADOPTED this \_\_\_\_day of \_\_\_\_\_, 2019.

(S E A L)

\_\_\_\_\_  
Louise Carter-King, Mayor

ATTEST:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk

Publication Date:



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance Confirming the Assessment Roll for the City of Gillette, Wyoming, Special Improvement District No. 52; Assessing the Cost of Construction of the Improvements Against the Lots and Parcels of Land Included Within the District; Prescribing the Manner for Collection and Payment of Assessments, and Providing for the Notice of Payment of Assessments.

**BACKGROUND:**

Ordinance 1st Reading: (May 28th Special Meeting) 7/0

The City Engineer prepared and filed an assessment roll for Special Improvement District Number 52, with the City Clerk on May 10, 2019. The City sitting as the Board of Equalization held a public hearing on May 28, 2019, to consider any written objections to the assessment roll. Notice of this hearing was published on Friday May 10, 2019 and Friday May 17, 2019 in the Gillette News-Record. Notice of Hearing was also mailed to the last known owner(s) of each assessed tract at least fifteen (15) days prior to May 28, 2019. The City did not receive any written objections or protests. No owner made a statement at the Public Hearing. Each of the forty-four properties is assessed \$29,827.86 (the total cost of the project \$1,312,425.74 divided by 44). Each yearly payment is estimated to be \$2,409.09.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I move for Approval of an Ordinance Confirming the Assessment Roll for the City of Gillette, Wyoming, Special Improvement District No. 52; Assessing the Cost of Construction of the Improvements Against the Lots and Parcels of Land Included Within the District; Prescribing the Manner for Collection and Payment of Assessments; and Providing for the Notice of Payment of Assessments on Second Reading.

**STAFF REFERENCE:**

**MAP** - Anthony Reyes, City Attorney

**ATTACHMENTS:**

[Click to download](#)

☐ [Ordinance](#)



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE CONFIRMING THE ASSESSMENT ROLL FOR THE CITY OF GILLETTE, WYOMING, SPECIAL IMPROVEMENT DISTRICT NO. 52; ASSESSING THE COST OF CONSTRUCTION OF THE IMPROVEMENTS AGAINST THE LOTS AND PARCELS OF LAND INCLUDED WITHIN THE DISTRICT; PRESCRIBING THE MANNER FOR COLLECTION AND PAYMENT OF ASSESSMENTS; AND PROVIDING FOR THE NOTICE OF PAYMENT OF ASSESSMENTS.**

WHEREAS, on November 7, 2017, the governing body of the City of Gillette, Wyoming ("City") passed and adopted Ordinance No. 3937 ("Ordinance"). The Ordinance established City Special Improvement District No. 52 ("District"), for the purpose of construction and installation of a new water system and all necessary appurtenances ("Project") for the subdivision commonly referred to as Interstate Industrial Park, and assessing cost of the Project to the properties specifically benefitted by the Project, including the pro rata share of the cost for Project, engineering design, rights-of-way, permitting, construction inspection, special services and legal, fiscal and administrative costs; and

WHEREAS, on May 10, 2019 the City Engineer prepared and filed an assessment roll ("Roll") with the City Clerk, in accordance with WYO. STAT. §§ 15-6-401-405 and all other applicable law. The Roll reflects the assessment against each lot and parcel of property within the District specially benefitted by the Project; and

WHEREAS, the City set a public hearing on May 28, 2019, at 6:00 PM in the 2nd Floor Community Room, located at 201 E. 5th Street in Gillette, Wyoming, regarding objections to the Roll. The Notice of Hearing on Assessments for the City of Gillette, Wyoming, Special Improvement District No. 52. ("Notice of Hearing") was published on Friday May 10, 2019 and Friday May 17, 2019 in the Gillette News-Record; and

WHEREAS, in accordance with WYO. STAT. § 15-6-405, the Notice of Hearing was also mailed to the last known owner(s) of each assessed tract at least fifteen (15) days prior to May 28, 2019; and

WHEREAS, on March 28, 2019, the City sat as a board of equalization to consider any objections to the assessment roll; and

WHEREAS, protests and objections to the Roll that were filed at or prior to the hearing are attached and made a part of this ordinance as Exhibit A; and

WHEREAS, at the hearing on May 28, 2019, the City duly considered the written protests and objections; and

WHEREAS, in accordance with WYO. STAT. § 15-6-409, it is necessary for the City to confirm the Roll by ordinance;

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:**

**SECTION 1. Confirmation of Assessment Roll.** All action taken and adopted regarding the creation of the District, the construction and completion of the Project, and the apportionment of the cost of the Project against each lot and parcel of land in the District, is hereby approved, and the assessments in the amounts levied and apportioned on and against each lot and parcel of land in the District are hereby confirmed. The Roll is attached and made a part

of this ordinance as Exhibit B. The confirmed Roll shall be certified to by the City Clerk and transmitted to the City Treasurer for collection.

**SECTION 2. Payment of Assessment.** The amount of any assessment or any portion of any assessment may be paid without penalty, interest or costs at any time within thirty (30) days following the date of the publication of this ordinance and Notice of Assessment (“Notice”). This Ordinance and the Notice will be published on June 21, 2019. If the assessment is not paid in full by July 21, 2019, the amount of the assessment shall be collected in fifteen (15) substantially equal annual installments. The first installment is due June 21, 2020, one (1) year from the date of the publication of this ordinance and Notice. Subsequent installments shall be due annually on the same date, June 21, until paid in full. Interest on the installments of assessments shall be at a rate of two and one-half percent (2.50%) per year, and shall be paid at the time of installment payments of the assessment. Installment payments, when delinquent, in addition to interest, shall bear a penalty of five percent (5.00%) on the unpaid assessment. All interest and penalties shall be included in and made a part of the assessment lien. In accordance with WYO. STAT. § 15-6-420, upon failure to pay any installment when due, the entire assessment is due and payable, and collection will be enforced by any or all methods authorized under WYO. STAT. §§ 15-6-401-448.

**SECTION 3. Notice of Assessments.** The City Clerk shall publish the Notice stating that this ordinance is effective and that the Roll has been certified and transmitted to the City Treasurer for collection. The Notice shall also state that the assessment or any portion of the assessment may be paid within thirty (30) days from the date of the first publication of the Notice. The Notice shall be published in the Gillette News Record in two (2) weekly publications. The Notice is attached and made a part of this ordinance as Exhibit C. The Notice states the following:

**NOTICE OF ASSESSMENTS FOR IMPROVEMENTS  
CONSTRUCTED IN THE CITY OF GILLETTE,  
WYOMING, SPECIAL IMPROVEMENT DISTRICT NO. 52.**

**NOTICE IS HEREBY GIVEN** that the assessment roll for Improvements constructed in the City of Gillette, Wyoming, Special Improvement District No. 52, has been certified by the City Clerk and transmitted to the City Treasurer for collection. The assessments or any portion of the assessments may be paid at any time on or before July 21, 2019, thirty (30) days from the date of the first publication of this Notice. Failure to pay the full assessment within thirty (30) days shall be deemed an election to pay the assessment in installments, at an interest rate of two and one-half percent (2.50%) per year.

The assessment may be paid in fifteen (15) substantially equal **annual** installments, with interest. The first assessment installment is due June 21, 2020, one (1) year from the date of this Notice and subsequent installments shall be due each year on the anniversary of this Notice, until the assessment is paid. An installment payment is considered delinquent unless paid when due. Upon failure to pay any installment when due, the entire assessment is due and payable immediately. In addition to interest, a penalty of five percent (5.00%) shall be added to the delinquent unpaid assessment.

If the amount of the assessment is paid in full any time after thirty (30) days from the date of the first publication of this Notice, interest from the next installment payment will be added to assessment. Please make full assessment payments and installment payments payable to the City Treasurer, City of Gillette, 201 E. 5th Street, P.O. Box 3003, Gillette, Wyoming 82717-3003.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name at Gillette, Wyoming, as of the 21<sup>st</sup> day of June 2019.

( S E A L )

CITY OF GILLETTE, WYOMING

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk

Publish in: The News-Record  
Publish on: Friday, June 21, 2019  
Friday, June 28, 2019

**SECTION 4. Assessment Lien.** All special assessments, with any interest or penalty, shall constitute a lien upon the respective lots and parcels of land included within the District, from the time the Roll is certified by the City Clerk and transmitted to the City Treasurer for collection. The special assessments shall remain a lien on each lot and parcel of land assessed until the amount of the assessment has been paid in full. The lien shall be paramount and superior to any other lien or encumbrance whatsoever, created before or after, except a lien for assessments for general taxes.

**SECTION 5. Delinquent Assessments.** Assessments and installments, when delinquent, in addition to interest charges, shall bear a penalty of five percent (5.00%) and the interest and penalty shall be included in the assessment lien. Upon the failure of any owner of property in the District to pay any installment when due, the entire amount of the assessment shall become due and payable immediately. Delinquent assessments, shall be enforced and collected in accordance with WYO. STAT.§§ 15-6-401-448. The City is authorized to enact any ordinance necessary to collect or enforce the collection of assessment(s) or the installment payments of the assessment(s).

**SECTION 6. Severability.** Should any portion of this ordinance be judicially determined to be illegal or unenforceable, the remainder of this ordinance shall continue in full force and effect.

**SECTION 7. Effective Date of Ordinance.** This ordinance is effective upon its passage and publication.

**SECTION 8. Recording.** This ordinance, after its passage and approval, shall be recorded by the City Clerk in the book kept for that purpose, and this ordinance shall be published as required by law.

( S E A L )

CITY OF GILLETTE, WYOMING

\_\_\_\_\_  
Mayor

**ATTESTED:**

\_\_\_\_\_  
City Clerk

**FIRST READING: May 28, 2019**  
**SECOND READING: June 04, 2019**  
**THIRD READING: June 18, 2019**  
**PUBLICATION : June 21, 2019**

## EXHIBIT A

### PROTESTS AND OBJECTIONS TO SPECIAL IMPROVEMENT DISTRICT NO. 52 ASSESSMENT ROLL

1. In accordance with WYO. STAT. § 15-6-405, “[a]ny person may object to the roll in writing and file the objections with the clerk on or before the date of the hearing.” The Notice of Hearing on Assessments for the City of Gillette, Wyoming Special Improvement District No. 52., scheduled for May 28, 2019, was published on Friday May 10, 2019 and Friday May 17, 2019 in the Gillette News-Record. *See Attached Affidavit of Publication.* The Notice of Hearing on Assessments was also mailed to the last known owner(s) of each assessed tract at least fifteen (15) days prior to the hearing on May 28, 2019. The City did not receive written objections to the Special Improvement District No. 52 Assessment Roll.

AFFP

Assessments-LID 52

## Affidavit of Publication

STATE OF WYOMING }  
COUNTY OF CAMPBELL } SS

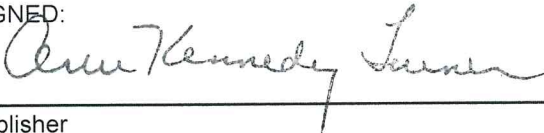
Ann Kennedy Turner, being duly sworn, says:

That she is Publisher of the The Gillette News Record, a daily newspaper of general circulation, printed and published in Gillette, Campbell County, Wyoming; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

May 10, 2019, May 17, 2019

That said newspaper was regularly issued and circulated on those dates.

SIGNED:



Publisher

Subscribed to and sworn to me this 17th day of May 2019.

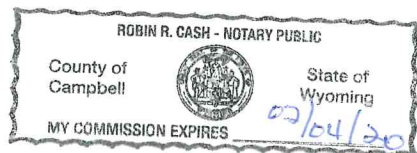


Robin R. Cash, Notary Public, Campbell County, Wyoming

My commission expires: February 04, 2020

Publication Fees: \$ 216.00

a0102287 00352213



LEGALS

Gillette, City of  
201 E. 5th Street  
Gillette, WY 82716

NOTICE OF HEARING ON ASSESSMENTS FOR  
THE CITY OF GILLETTE, WYOMING,  
SPECIAL IMPROVEMENT DISTRICT NO. 52.

NOTICE IS HEREBY GIVEN that the Assessment Roll for the City of Gillette, Wyoming, Special Improvement District No. 52 ("Roll"), was filed in the Office of the City Clerk on May 10, 2019, and may be examined during regular business hours. This Notice was also sent by first class mail to the owner, at his or her last know address, of any tract being assessed.

On May 28, 2019, at 6:00 P.M., the City Council, sitting as the Board of Equalization ("Board"), will hold a public hearing in the 2nd Floor Community Room, located at 201 E. 5th Street in Gillette, Wyoming, to consider any objections to the Roll.

The owner of any assessed tract may file an objection, in writing, prior to the public hearing scheduled for May 28, 2019. Any written objection must include the specific grounds for the objection or the objection will be presumed waived. At the public hearing, the Board will consider the Roll and any properly filed objections to the Roll. The Board may correct, revise, raise, lower, change or modify the Roll, any assessment, or take any just and equitable action. If the Board significantly changes any assessment or the Roll is amended to include omitted property, the City will repeat the notice procedures above and hold another public hearing. If the Board confirms the Roll, the City Council will then confirm the Roll by ordinance. Following three readings of the ordinance, the Roll will be certified by the City Clerk and forwarded to the City Finance Department for collection.

The assessments are payable for thirty (30) days following the publication of the ordinance, without interest. The owner also may elect to pay fifteen (15) substantially equal annual installments, with interest, as more particularly set forth in the assessment ordinance. The first assessment installment is due one (1) year from the date of publication of the ordinance, and on the same date each year thereafter.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of the City of Gillette, Wyoming, as of May 10, 2019.

( S E A L )

CITY OF GILLETTE, WYOMING

/s/ Cindy Staskiewicz

City Clerk

May 10, 17, 2019

## EXHIBIT B

### SPECIAL IMPROVEMENT DISTRICT NO. 52 ASSESSMENT ROLL

**ASSESSMENT ROLL FOR  
SPECIAL IMPROVEMENT DISTRICT NO. 52  
May 28, 2019**

<b>PROPERTY OWNER AND MAILING ADDRESS</b>	<b>LOT &amp; BLOCK NO. AND SUBDIVISION</b>	<b>TOTAL PROPOSED ASSESSMENT</b>
TSH LLC PO Box 2068 Gillette WY 82717	Lot 1, Block 1 Interstate Industrial Park	\$29,827.86
Edward C III & Lori B Kirchoff 3409 E 2nd Street Gillette WY 82717	Lot 3, Block 1 Interstate Industrial Park	\$29,827.86
Starshine LLC PO Box 1924 Gillette WY 82717	Lot 10A, Block 1 Interstate Industrial Park	\$29,827.86
R & G Electric Inc PO Box 2498 Gillette WY 82717	Lot 10B, Block 1 Interstate Industrial Park	\$29,827.86
RB Properties LLC PO Box 2784 Gillette WY 82717	Lot 10C, Block 1 Interstate Industrial Park	\$29,827.86
Uhler Enterprises LLC 1206 W 5th Gillette WY 82716	Lot 10D, Block 1 Interstate Industrial Park	\$29,827.86
Box-Batter Family Properties LLC 7925 Washington Ave Sebastopol CA 95472	Lot 7A, Block 1 Interstate Industrial Park	\$29,827.86
Chet Halvorson Properties LLC 2287 Silver Tip Dr. Cheyenne WY 82009	Lot 7B, Block 1 Interstate Industrial Park	\$29,827.86
Taylor Anderson Enterprises Inc 3201 W 2nd St Gillette WY 82718	Lot 8A, Block 1 Interstate Industrial Park	\$29,827.86
Executive Properties LLC 3409 E 2nd Street Gillette WY 82718	Lot 8B, Block 1 Interstate Industrial Park	\$29,827.86
Executive Properties LLC 3409 E 2nd Street Gillette WY 82718	Lot 8B, Block 1 Interstate Industrial Park	\$29,827.86
Executive Properties LLC	Lot 8C, Block 1	\$29,827.86

3409 E 2nd Street Gillette WY 82718	Interstate Industrial Park	
Martin Terry B DBA Alternative Fuel Services PO Box 335 Gillette WY 82717	Lot 8D, Block 1 Interstate Industrial Park	\$29,827.86
Samuel V & Catherine A Allison 3215 Dover Ln Billings MT 59105	Lot 9A, Block 1 Interstate Industrial Park	\$29,827.86
Riley Ulysses G176 Private Rd 5567 Alba TX 75410	Lot 9B, Block 1 Interstate Industrial Park	\$29,827.86
CIG Enterprises LLC PO Box 27073 Salt Lake City UT 84127	Lot 9C, Block 1 Interstate Industrial Park	\$29,827.86
Wayne A & Anita A Wright 3100 Conestoga Dr. Gillette WY 82718	Lot 9D, Block 1 Interstate Industrial Park	\$29,827.86
Kerry & Carla Hutton PO Box 3947 Gillette WY 82717	Lot 1B, Block 2 Interstate Industrial Park	\$29,827.86
Boden Janette M Living Trust PO Box 67 Gillette WY 82717	Lot 1C, Block 2 Interstate Industrial Park	\$29,827.86
Robert L & Laura Maul 2650 PJ Rd Gillette WY 82716	Lot 1D, Block 2 Interstate Industrial Park	\$29,827.86
J & C Properties LLC 3204 E 2nd St Gillette WY 82718	Lot 1E, Block 2 Interstate Industrial Park	\$29,827.86
Gilliam James & Kelly Family Rev Tst PO Box 1986 Gillette WY 82717	Lot 2A, Block 2 Interstate Industrial Park	\$29,827.86
Pathfinder Energy Inc PO Box 51110 Casper WY 82605	Lot 2B, Block 2 Interstate Industrial Park	\$29,827.86
Willis Milton C & Janet K Trusts C/O PO Box 2023 Gillette WY 82717	Lot 3B, Block 2 Interstate Industrial Park	\$29,827.86



Precision Well Service 403 Commerce Dr. Gillette WY 82718	Lot 3C, Block 2 Interstate Industrial Park	\$29,827.86
Double Z Investments LLC 31 Pronghorn Meadow Ln Gillette WY 82718	Lot 3D, Block 2 Interstate Industrial Park	\$29,827.86
Leonard L & Constance L Wilson PO Box 2181 Gillette WY 82717	Lot 3E, Block 2 Interstate Industrial Park	\$29,827.86
Wyoming Materials & Improvements Inc PO Box 2624 Rapid City SD 57709	Lot 4C, Block 2 Interstate Industrial Park	\$29,827.86
305 Commerce LLC PO Box 2023 Gillette WY 82717	Lot 4D, Block 2 Interstate Industrial Park	\$29,827.86
Chaulk Properties LLC 6900 Greensburgh Ave Gillette WY 82718	Lot 4E, Block 2 Interstate Industrial Park	\$29,827.86
Willis Milton Cloys & Janet Kay Trusts PO Box 1633 Gillette WY 82717	Lot 4F, Block 2 Interstate Industrial Park	\$29,827.86
Carl N & Edith A Hahn PO Box 2075 Gillette WY 82717	Lot 4G, Block 2 Interstate Industrial Park	\$29,827.86
Edward J & Melanie J Collins 200 W Hogeye Dr Gillette WY 82716	Lot 5, Block 3 Interstate Industrial Park	\$29,827.86
Nate W & Tana Sikkenga 4208 Brorby Blvd Gillette WY 82718	Lot 6, Block 3 Interstate Industrial Park	\$29,827.86
Levi Krehmeyer 707 W 9th St Gillette WY 82716	Lot 7, Block 3 Interstate Industrial Park	\$29,827.86
RFC, LLC PO Box 273 Gillette WY 82717	Lot 8, Block 3 Interstate Industrial Park	\$29,827.86

Powder River Energy Corporation PO Box 930 Sundance WY 82729	Lot 2A, Block 3 Interstate Industrial Park	\$29,827.86
ARA LLC 11101 W Cave Circle Dripping Spring TX 78620	Lot 2B, Block 3 Interstate Industrial Park	\$29,827.86
Nathan James Kintz PO Box 2062 Gillette WY 82717	Lot 3A, Block 3 Interstate Industrial Park	\$29,827.86
Terry Smith 10 David Ave Gillette WY 82718	Lot 3B, Block 3 Interstate Industrial Park	\$29,827.86
Emerson Investments LLC PO Box 155 Gillette WY 82717	Lot 4A, Block 3 Interstate Industrial Park	\$29,827.86
Emerson Investments LLC PO Box 155 Gillette WY 82717	Lot 4B, Block 3 Interstate Industrial Park	\$29,827.86
Charles A & Maria W Ruiz 3300 Conestoga Dr. Gillette WY 82718	Lot 1, Block 1 Softail Subdivision	\$29,827.86
Charles A & Maria W Ruiz 3300 Conestoga Dr. Gillette WY 82718	Lot 2, Block 1 Softail Subdivision	\$29,827.86
Jokur, LLC; Joel P & Darleta S Kurtenbach PO Box 545 Gillette WY 82717	Lot 3, Block 1 Softail Subdivision	\$29,827.86

## EXHIBIT C

# NOTICE OF ASSESSMENTS FOR IMPROVEMENTS CONSTRUCTED IN THE CITY OF GILLETTE, WYOMING, SPECIAL IMPROVEMENT DISTRICT NO. 52

**NOTICE OF ASSESSMENTS FOR IMPROVEMENTS  
CONSTRUCTED IN THE CITY OF GILLETTE, WYOMING,  
SPECIAL IMPROVEMENT DISTRICT NO. 52.**

**NOTICE IS HEREBY GIVEN** that the assessment roll for Improvements constructed in the City of Gillette, Wyoming, Special Improvement District No. 52, has been certified by the City Clerk and transmitted to the City Treasurer for collection. The assessments or any portion of the assessments may be paid at any time on or before July 21, 2019, thirty (30) days from the date of the first publication of this Notice. Failure to pay the full assessment within thirty (30) days shall be deemed an election to pay the assessment in installments, at an interest rate of two and one-half percent (2.50%) per year.

The assessment may be paid in fifteen (15) substantially equal **annual** installments, with interest. The first assessment installment is due June 21, 2020, one (1) year from the date of this Notice and subsequent installments shall be due each year on the anniversary of this Notice, until the assessment is paid. An installment payment is considered delinquent unless paid when due. Upon failure to pay any installment when due, the entire assessment is due and payable immediately. In addition to interest, a penalty of five percent (5.00%) shall be added to the delinquent unpaid assessment.

If the amount of the assessment is paid in full any time after thirty (30) days from the date of the first publication of this Notice, interest from the next installment payment will be added to assessment. Please make full assessment payments and installment payments payable to the City Treasurer, City of Gillette, 201 E. 5th Street, P.O. Box 3003, Gillette, Wyoming 82717-3003.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name at Gillette, Wyoming, as of the 21<sup>st</sup> day of June 2019.

( S E A L )

**CITY OF GILLETTE, WYOMING**

\_\_\_\_\_/s/\_\_\_\_\_  
Cindy Staskiewicz  
City Clerk

Publish in: The News-Record  
Publish on: Friday, June 21, 2019  
Friday, June 28, 2019



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

Council Consideration to Approve the Amendment of the Hours of a Previously Approved Street Closure to 9:00 a.m. thru 10:00 p.m., on July 26, 2019, for a Fundraising Concert that will Include Alcohol and Outdoor Music, Requested by Gillette Abuse Refuge Foundation (GARF).

**BACKGROUND:**

Shawna McDonald, Event Coordinator for GARF, has requested an extension of the duration of the street closure, to allow the event Sound Engineer time to set up the stage and the sound system. The street closure was approved on May 21, 2019 for the requested times of 1:00 p.m. to 10:00 p.m. The request is to extend the time to 9:00 a.m. to 10:00 p.m.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I Move to Approve the Amendment of the Hours of a Previously Approved Street Closure to 9:00 a.m. Thru 10:00 p.m., on July 26, 2019, for a Fundraising Concert that will Include Alcohol and Outdoor Music, Requested by Gillette Abuse Refuge Foundation (GARF).

**STAFF REFERENCE:**

Michelle Henderson, Finance Director

**ATTACHMENTS:**

Click to download

☐ [Request to Extend Hours](#)



Cindy Staskiewicz <cindy@gillettewy.gov>

---

## Rescheduling request for 07/26

1 message

---

**preventioned@vcn.com** <preventioned@vcn.com>  
To: gillettemainstreet@gmail.com, "Cindy S." <Cindy@gillettewy.gov>

Wed, May 29, 2019 at 9:22 AM

Hi there~

Cindy suggested I send this request in writing.

Upon talking to the sound engineer that will be handling the concert, he felt like more time was needed to set up the stage and sound equipment. Therefore, GARF is requesting that the Third Street Plaza closure be from 9 a.m. until 10 p.m. the day of Friday, July 26<sup>th</sup>.

Thank you! For any questions, please feel free to contact me!

Shawna McDonald

Prevention Education Coordinator

Gillette Abuse Refuge Foundation

910 E. Third St., Suite I

P.O. Box 3110

Gillette, WY. 82717

24 hour hotline: 307-686-8070

Fax: 307-686-8076



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

Council Consideration of a Biosolids Disposal Agreement Between the City of Spearfish, South Dakota, and the City of Gillette, Wyoming.

**BACKGROUND:**

The City of Spearfish, South Dakota, operates a Wastewater Treatment Facility that produces biosolid waste similar to Gillette's process. The City of Spearfish has been unsuccessful marketing the sale of their biosolid waste to the public as a soil amendment. In fact, most of the biosolids produced by the City of Spearfish are disposed in their landfill, resulting in costly landfill tipping fees.

The City of Gillette's biosolid compost program is very popular. We frequently run out of biosolid compost for sale during certain times of the year.

In an attempt to save cost on landfill tipping fees for Spearfish and provide more biosolid compost product for Gillette, the City of Spearfish and the City of Gillette staff have worked out an agreement for which the City of Spearfish will haul their wastewater biosolid waste to the City of Gillette Wastewater Treatment Facility, at no cost to the City of Gillette, for inclusion within Gillette's biosolid compost operations. The cost to haul the biosolids from Spearfish to Gillette is more cost-effective for the City of Spearfish, when compared to disposal at their landfill. The City of Gillette will incorporate Spearfish's biosolids into our compost operations, and will sell the finished biosolid compost to customers at the established rate of \$20 per cubic yard. The City of Gillette could potentially see a revenue increase of approximately \$50,000 per year when considering the sale of the additional biosolid compost from Spearfish.

City Staff strongly supports this agreement.

**ACTUAL COST VS. BUDGET:**

No cost associated with execution of this agreement. Potential of \$50,000 additional annual revenue for the Sewer Fund as a result of the additional biosolid compost sales.

**SUGGESTED MOTION:**

I Move to Approve a Biosolids Disposal Agreement Between the City of Spearfish, South Dakota, and the City of Gillette, Wyoming.

**STAFF REFERENCE:**

Michael H. Cole, P.E., Utilities Director

**ATTACHMENTS:**

Click to download

☐ [Biosolids Disposal Agreement](#)



**BIOSOLIDS DISPOSAL AGREEMENT BETWEEN THE CITY OF SPEARFISH, SOUTH DAKOTA  
AND THE CITY OF GILLETTE, WYOMING**

This **BIOSOLIDS DISPOSAL AGREEMENT** (hereinafter “Agreement”) is effective this 21st day of May, 2019, and is entered into between the **CITY OF SPEARFISH**, 625 North 5th Street, Spearfish, South Dakota, 57783 (hereinafter “Spearfish”) and **CITY OF GILLETTE, WYOMING**, 201 East 5th Street, Gillette, Wyoming, 82716, its successors and assigns (hereinafter “Gillette”), referred to collectively as the Parties.

**WHEREAS**, Spearfish operates a waste water treatment plant located in Spearfish, South Dakota that produces biosolids in the form of a dewatered raw cake derived from excess biomass from its activated sludge treatment system (“Biosolids”); and

**WHEREAS**, Spearfish produces raw cake that averages 18% solids and currently disposes of Biosolids at the Belle Fourche landfill; and

**WHEREAS**, Spearfish is interested in exploring alternative disposal methods for its Biosolids; and

**WHEREAS**, Gillette, which also operates a waste water treatment plant, composts its biosolids and other organic material for resale; and

**WHEREAS**, Gillette has greater demand for its compost than supply and is desirous of acquiring additional biosolid material; and

**WHEREAS**, the Parties agree the disposal of Biosolids from Spearfish at the waste water treatment plant in Gillette would be mutually beneficial to both Parties,

**NOW, THEREFORE**, in consideration of the promises, mutual covenants, agreements, and representations herein contained, Spearfish and Gillette agree as follows:

1. **Biosolids Transportation and Acceptance.** The Parties agree that Spearfish will transport a certain portion of its Biosolids, the amount of which if any at all is to be determined by Spearfish in its sole discretion, to Gillette’s waste water treatment plant at Spearfish’s sole expense. Gillette agrees to accept the Biosolids from Spearfish at no cost to Spearfish. Spearfish understands and agrees that it is not entitled to any of the proceeds from the resale of Biosolids disposed of at the Gillette waste water treatment plant.
2. **Data Sharing.** Gillette will provide the testing analysis data associated with its Class A compost pile.
  - 2.1. Gillette agrees to remain compliant with the regulatory testing requirements mandated by the federal Environmental Protection Agency–Region 8.

- 2.2. Spearfish will provide all past testing analysis mandated by the South Dakota Department of Environmental and Natural Resources performed on Spearfish's biosolids composting program as requested by Gillette.
3. **Term.** This Agreement is effective May 21, 2019, or when all parties have executed it and all required approvals have been granted, whichever is later. The term of this Agreement shall be for a period of one (1) year beginning on the effective date. The Agreement will automatically renew for one (1) year terms unless terminated as provided herein.
4. **Termination of Agreement.** This Agreement may be terminated, without cause, by either party upon fifteen (15) days written notice. This Agreement may be terminated immediately for cause if either party fails to perform in accordance with the terms of this Agreement.
5. **Payment.** No payment shall be made to either party by the other party as a result of this Agreement.
- Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.
6. **Notices.** All written correspondence and notices pertaining to this Agreement shall be provided by first class mail to the addresses above.
7. **Amendment.** Any amendment to or modification of this Agreement shall be binding only if set forth in a writing signed by each of the parties.
8. **Entirety of Agreement.** This Agreement, consisting of five (5) pages represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
9. **Governmental Immunity.** Gillette does not waive governmental immunity by entering into this Agreement and specifically retains all immunities and defenses available to it pursuant to WYO. STAT. §§ 1-39-101-120 and all other applicable law. Designations of venue, choice of law, enforcement actions, and similar provisions should not be construed as a waiver of governmental immunity. The Parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to governmental immunity shall be construed in favor of governmental immunity.
10. **Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

11. **Third Party Beneficiary Rights.** The Parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

(separate signature pages follow)

CITY OF SPEARFISH



Attest:

By:   
Dana Boke, Mayor


  
David H. Dutton, Finance Officer

State of South Dakota    )  
                                          ) ss.  
County of Lawrence        )

On this 2<sup>nd</sup> day of May, 2019, before me, the undersigned officer, personally appeared Dana Boke, the Mayor of the City of Spearfish, a South Dakota Municipal Corporation, and David H. Dutton, the Finance Officer of the City of Spearfish, a South Dakota Municipal Corporation, known to me or satisfactorily proven to be the persons described in the foregoing instrument, and acknowledged that they executed the same in the capacity therein stated and for the purposes therein contained.

*In Witness Whereof*, I have set my hand and official seal.

(Seal)

  
Notary Public

My Commission Expires: October 14, 2022



CITY OF GILLETTE

\_\_\_\_\_  
Louise Carter-King, Mayor

(Seal)

Attest:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk

State of Wyoming )  
 ) ss.  
County of \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer,  
personally appeared \_\_\_\_\_ known to me or satisfactorily  
proven to be the persons described in the foregoing instrument, and acknowledged that  
he/she executed the same in the capacity therein stated and for the purposes therein  
contained.

*In Witness Whereof*, I have set my hand and official seal.

(Seal)

\_\_\_\_\_  
Notary Public

My Commission Expires:



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

Council Consideration of a Professional Services Agreement for Design Services Associated with the PAVER Condition Survey Update, with TR Consulting Services, LLC, in the Amount of \$63,800.00 (1% Project).

**BACKGROUND:**

History

In 2016, the City of Gillette acquired the PAVER Pavement Management Software to aid in the evaluation and monitoring of the overall pavement condition within the corporate limits. The Pertan Group was retained to perform the initial setup which included dividing the City streets into discrete sections and subsections based on pavement type, work history, and road classification. A ground survey was performed to identify the various types and degree of pavement distresses. Once this information was entered into the software, analysis was run to calculate a Pavement Condition Index (PCI). The software can be used to predict critical points in the pavement condition decline.

In the fall of 2018, PERTAN performed condition surveys on the newly annexed streets in Antelope Valley and Crestview and updated pavement conditions elsewhere in town based on the work history since the 2016 survey. The results indicated the overall pavement condition within Gillette had little change, declining only 1 PCI point.

Current Project

This project will include the resurvey of approximately 1/3 of the Gillette streets annually in the upcoming years. A map is attached that illustrates the proposed survey zones. Zone 1 will be resurveyed under this project this coming fall, including the streets west of Enzi and 4-J on the south side of Interstate 90 and Burma Avenue north of Interstate 90.

The difference in PCI predicted from the 2016 survey and the upcoming 2019 survey will be used to "calibrate" the PAVER pavement model to the decline associated with Gillette's unique climate, pavement types, traffic, and other local variables. This will allow for more accurate predictions of future pavement performance.

Staffing

Pertan Group's lead PAVER Engineer has amiably separated from Pertan to start his own consulting firm, TR Consulting, LLC. TR Consulting will bring existing knowledge of Gillette's street system, continuity in inspections and to the refinement of the Gillette pavement model.

**ACTUAL COST VS. BUDGET:**

The fees to perform the resurvey and work history updates by TR Consulting, LLC is in the amount of \$63,800.00. The funding for this project has been allocated from the 1% Optional Sales Tax Account 201-10-05-419-40-44331.

**SUGGESTED MOTION:**

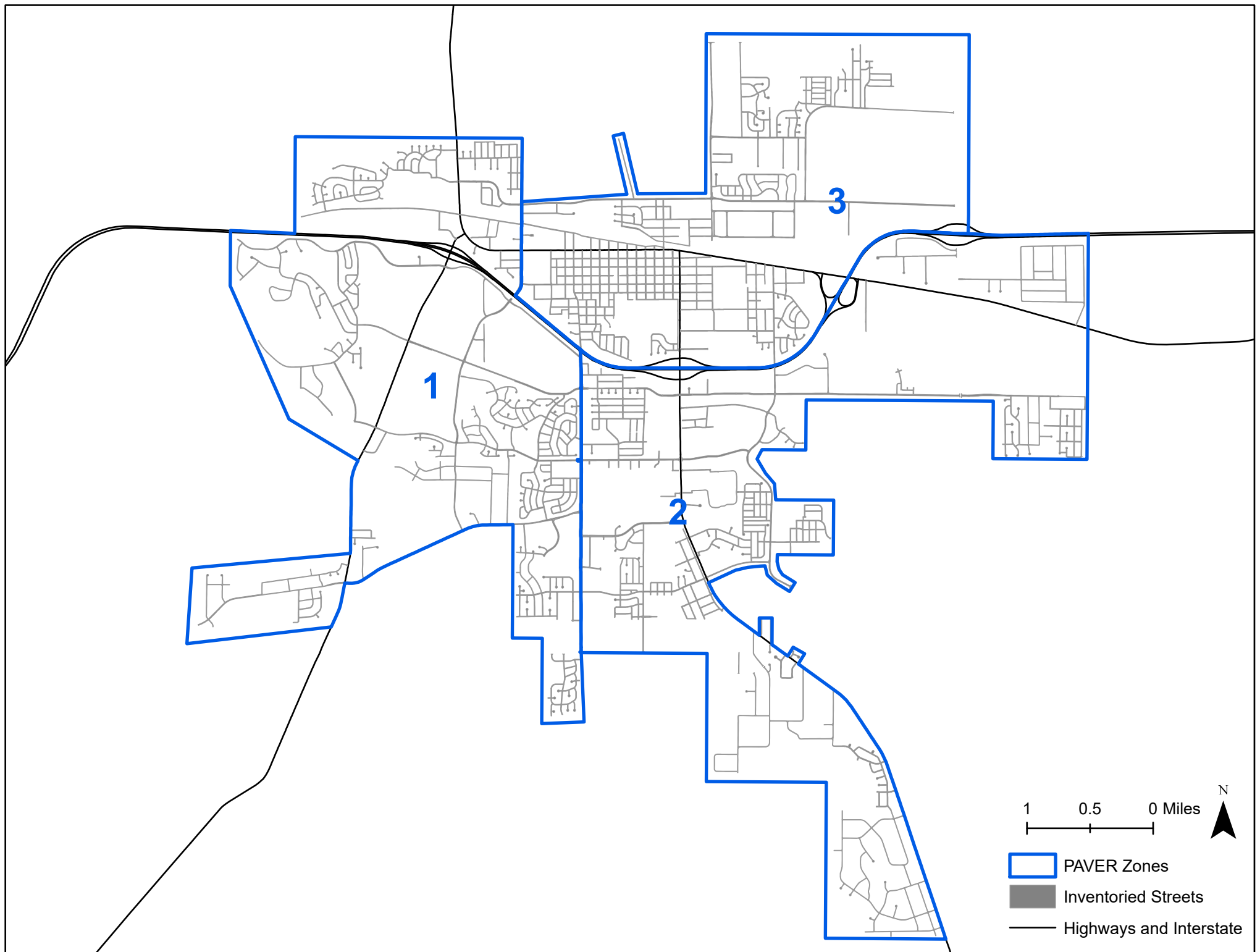
I Move for Approval of a Professional Services Agreement for Design Services Associated with the PAVER Condition Survey Update with TR Consulting Services, LLC in the Amount of \$63,800.00 (1% Project).

**STAFF REFERENCE:**

Ry Muzzarelli, P.E., Development Services Director

**ATTACHMENTS:**

Click to download
<input type="checkbox"/> <a href="#">City 1/3 Map</a>
<input type="checkbox"/> <a href="#">Scope of Work Proposal</a>
<input type="checkbox"/> <a href="#">Consultant Agreement</a>





# PROPOSAL

## CITY OF GILLETTE

Pavement Management (PAVER) Update on 1/3<sup>rd</sup> of Inventory



Attn: Todd Merchen, PE  
Senior Civil Engineer  
Gillette City Warehouse  
800 N. Burma Avenue, Gillette, WY 82716

TR Consulting Services LLC  
Fort Collins, CO 80525  
Email: [trossowconsulting@gmail.com](mailto:trossowconsulting@gmail.com)  
Cell Phone: (970)-379-4390

## Contents

TR Consulting Services .....	1
Primary Point of Contracts (POC's) .....	1
Scope of Services .....	2
Period of Services .....	3
Cost of Services .....	3

## TR Consulting Services

TR Consulting Services specializes in Pavement Management Implementations using the PAVER software and GIS. TR Consulting Services prides itself in being a technology innovator, with a primary focus on creating advanced data collection tools and using state-of-the-art in field GIS and GPS applications for sampling accuracy. TR Consulting Services is conveniently located in Fort Collins, Colorado—within 5-hours of the City of Gillette. Tyler was the project lead for the Full PAVER Implementation for the City in 2016, Project No. 16EN21 and the Newly Annexed Roads PAVER Implementation in 2018, Project No. 19EN04. Completing both projects gives TR Consulting Services extensive knowledge of Gillette's PAVER database and road network. Tyler Rossow worked conjointly with Todd Merchen, Steve Peterson, Joe Schoen, and Lee Pratt during each project and has continued to stay in touch to answer PAVER related questions whenever needed.

TR Consulting Services will work with the city's personnel during all phases of the project. The goal is to exceed expectations and provide the city with a useful pavement management tool for years to come. Below is the approach we will take to complete the Pavement Management (PAVER) Update on 1/3<sup>rd</sup> of the Inventory. The proposal is negotiable based on the understanding of the work required

## Primary Point of Contracts (POC's)

This proposal is in response to City of Gillette's request to split the pavement network into thirds and survey/update the database annually. Tyler Rossow and all personnel of TR Consulting Services completed all previous pavement management efforts for the City of Gillette in the past, with great success. Tyler will service as primary POC and will be responsible for all deliverables and invoicing.

### **Tyler Rossow, PE President**

Email: [trossowconsulting@gmail.com](mailto:trossowconsulting@gmail.com)

Cell: (970) 379-4390

### **Ryan Wordekemper, EIT Civil Engineer**

Email: [ryanwordekemper@gmail.com](mailto:ryanwordekemper@gmail.com)

Cell: (720) 382-9484

### **Jordan Ongstad, GPS/GIS Expert**

Email: [jordan@jpongstad.com](mailto:jordan@jpongstad.com)

Cell: (307) 760-6144

# Scope of Services

## General

The scope of services is for Pavement Management (PAVER) Updates on 1/3<sup>rd</sup> of the inventory at Gillette, WY (Note: The City has elected to split the managed roads into thirds, so that a third can be inspected annually). The services include updating the existing PAVER database, creating a sample unit polygon shapefile for the inspected third, inputting work history into the PAVER Database for the entire network, inspecting a third of the inventoried roads (Zone 1 of 3, which is shown in attached map), rerunning prediction models and summarizing results in brief report.

### Task 1. PAVER Update

- 1.1. The City will provide the consultant with a copy of the current PAVER database.
- 1.2. TR Consulting will create sample unit shapefile for the defined sections within Zone 1. This will increase the accuracy of the inspection and increase productivity in the field. The consultant will add the sample unit shapefile for Zone 2 and 3 once they are inspected in the future.

### Task 2. Work History Input

- 2.1. The City will provide a list detailing 2018-2019 construction projects (the more detailed the list, the more detailed the input into PAVER). Consultant will organize the list and add necessary fields in order to properly input into PAVER. Each project will be mapped, so that parameters can be verified in the field.

### Task 3. Field Inspections

- 3.1. TR Consulting will inspect all managed roadways within Zone 1. There are roughly 1150 sections to inspect per zone. The number of inspected sample units per section will follow the ASTM 6433 standard. Additional sample units will be added when necessary to reflect the condition of the section. Tablets will be used in the field to enter inspection data and to pinpoint locations of inspected sample units. Two pictures of each sample units will be taken, along with a georeferenced point shapefile showing exactly where the picture was taken.
- 3.2. While inspecting Zone 1, the consultant will notate whether each section has crack sealing (if crack sealed, will specify condition of crack seal). This will help the Gillette with localized maintenance efforts.
- 3.3. As mentioned in 2.1, the consultant will verify each of the completed construction projects in the field. This will allow the consultant to ensure that the lengths/widths, To's/From's and all physical properties are accurate and that no significant deficiencies are found within the newly constructed areas.

#### **Task 4. Field Adjustments Within PAVER**

4.1. TR Consulting will make all necessary field edits in GIS and the PAVER database accordingly. The field edits will be tracked within PAVER and comments will be made to explain how/why the section was adjusted.

#### **Task 5. Update Prediction Models**

5.1. TR Consulting will use historical inspection data and all the collected inspection data from Zone 1 to update the already established Prediction Models. Also, the consultant will verify that all data is properly linked within the PAVER database.

#### **Task 6. Condition Reports**

6.1. Establish a brief report summarizing the work completed, showing the inspection results, maps of work history and screen shots of prediction models.

6.2. Generate a PCI Condition Report that compares the 2016 inspection data to the 2019 inspection data. This table will also show the individual deterioration rate of each inventoried section.

6.3. Submit an electronic copy of all PDF Files, PAVER Database, Shapefiles and pictures in a Final Deliverables Folder which will be delivered via GoogleDrive.

### **Period of Services**

All work will be completed before December 31<sup>st</sup>, 2019 (weather and contracting dependent).

### **Cost of Services**

<b>Task</b>	<b>Amount</b>
<b>Task 1:</b> PAVER Update	\$3,500
<b>Task 2:</b> Work History Input	\$5,300
<b>Task 3:</b> Field Inspections	\$41,500
<b>Task 4:</b> Field Adjustment Within PAVER	\$5,000
<b>Task 5:</b> Update Prediction Models	\$3,500
<b>Task 6:</b> Condition Report	\$5,000
<b>Grand Total</b>	<b>\$63,800</b>

**AGREEMENT FOR  
PROFESSIONAL ENGINEERING  
SERVICES BETWEEN  
CITY OF GILLETTE, WYOMING AND  
TR CONSULTING SERVICES, LLC  
City of Gillette PAVER Software Implementation 1/3<sup>rd</sup> Inventory**

**1. Responsible Parties**

This Agreement is made and entered into on \_\_\_\_ day of July 2019, by and between The City of Gillette, Wyoming (“City”) and TR Consulting Services, LLC, (“Consultant”) whose address is 2830 Edinburgh Ct, Fort Collins, CO 80525. City and consultant agree to terms identified within this document.

**2. Purpose of Contract**

The consultant shall provide engineering services for Pavement Management (PAVER) Updates on 1/3<sup>rd</sup> of the inventory at Gillette, WY (Note: The city has elected to split the managed roads into thirds, so that a third can be inspected annually). The services include updating the existing PAVER database, creating a sample unit polygon shapefile for the inspected third, inputting work history into the PAVER database for the entire network, inspecting a third of the inventoried roads, rerunning prediction models and summarizing results in brief report.

The following shows the tasks and timelines that consultant will take to meet the Scope of Services for the City of Gillette PAVER Software Implementation on 1/3<sup>rd</sup> of Inventory (A detailed description of the tasks is provided in Attachment A).

<b>Identified Task</b>	<b>Timeline</b>
<b>Task 1: PAVER Update</b>	July 2019
<b>Task 2: Work History Input</b>	July 2019
<b>Task 3: Field Inspections</b>	August- September 2019
<b>Task 4: Field Adjustments Within PAVER</b>	October 2019
<b>Task 5: Update Prediction Models</b>	November 2019
<b>Task 6: Condition Reports</b>	December 2019

**3. Responsibilities of Consultant**

All Services to be completed by the Consultant are outlined in the Attachment A.

**4. Terms & Termination**

**A. Term**

The terms of the Contract are from the execution date identified above through December 31<sup>st</sup>, 2019. If both parties come to a mutual agreement, the term of this contract can be extended if there are unforeseen delays in the work, which were not caused by the consultant. Timelines are illustrated above within identified task table.

## B. Termination

Either party may terminate this agreement if the other party commits any material breach and/or becomes the subject of any voluntary or involuntary proceeding under the U.S. Bankruptcy Code or state insolvency proceeding and such proceeding is not terminated within sixty (60) days.

## 5. Payment Terms

### A. Payment Amount

City agrees to pay the consultant for the services described in Attachment A. The total payment under this Contract shall not exceed sixty-three thousand, eight hundred dollars (\$63,800). Exact dollar amounts per task are shown below. Payments shall be made to the consultant upon receipt of invoice and progress report for services completed by consultant by identified task. Expenses are included within the not to exceed amount.

<b>Task</b>	<b>Amount</b>
<b>Task 1:</b> PAVER Update	\$3,500
<b>Task 2:</b> Work History Input	\$5,300
<b>Task 3:</b> Field Inspections	\$41,500
<b>Task 4:</b> Field Adjustment Within PAVER	\$5,000
<b>Task 5:</b> Update Prediction Models	\$3,500
<b>Task 6:</b> Condition Report	\$5,000
<b>Grand Total</b>	<b>\$63,800</b>

### B. Fees for Additional Services Beyond Project Scope

For all work outside of the scope of services shown above, the consultant and city will negotiate the corresponding additional fees using the consultant's standard rates shown below.

<b>Labor Category</b>	<b>Rate</b>
Project Engineer	\$140
Senior Civil Engineer	\$95
Junior Civil Engineer	\$75
CADD/ GIS Technician	\$89

### C. Payment Terms

City will pay consultant as follows:

- **\$3,500** upon completion of **Task 1** and invoice
- **\$5,300** upon completion of **Task 2** and invoice
- **\$41,500** upon completion of **Task 3** and invoice
- **\$5,000** upon completion of **Task 4** and invoice
- **\$3,500** upon completion of **Task 5** and invoice
- **\$5,000** upon completion of **Task 6** and invoice

## **6. Confidential Information**

Consultant and city agree not to use or disclose any and all work provided to or produced by the consultant in the performance of this contract. All documents, photographs, computer programs and other documents shall be kept confidential by the consultant unless written permission is granted by city for its release.

## **7. Warranties**

Consultant warrants that the contract will be completed in a professional and timely matter and that all project deliverables are original and accurate to the ASTM 6433 Standard. The city warrants that all material provided for this contract is accurate and complete.

## **8. Liability**

In no event shall consultants aggregate liability for all cases or controversies arising out of the subject matter of this agreement, whether in contract, tort or otherwise, exceed the aggregate payments received by consultant under this agreement. In no event will consultant be liable to city or any third party for any special, incidental or consequential damages or lost profits, whether based in breach of contract, product liability or otherwise, and whether or not consultant has been advised of the possibility of such damage

## **9. Disagreements**


If any disagreements arise during the completion of this agreement, both parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in Wyoming. All costs and fees other than attorney fees associated with the mediation shall be split equally by both parties. If the dispute is not resolved within 30 days after the mediation meeting, any party may take the matter to court. If resolving the disagreement in court is necessary to enforce this agreement, the prevailing party shall be responsible for attorney fees, costs and expenses in addition to another relief to which he/she may be entitled.

## **10. Sovereign Immunity**

The city expressly reserves governmental immunity. The city specifically retains all immunities and defenses available to them as sovereign or governmental entity pursuant to Wyoming Stat. § 1-39-101, et seq., and all other applicable law.



**TR CONSULTING SERVICES LLC**  
**PROFESSIONAL SERVICES AGREEMENT**  
**City of Gillette PAVER Software Implementation 1/3<sup>rd</sup> Inventory**

City of Gillette, WY	TR Consulting Services LLC
Signature:	Signature: 
Name: Louise Carter-King	Name: Tyler Rossow
Title: Mayor	Title: President
Date:	Date: 5/9/2019
Attest:	
Title: City Clerk	

## **Attachment A**

### **Scope of Services**

#### **General**

The scope of services is for Pavement Management (PAVER) Updates on 1/3<sup>rd</sup> of the inventory at Gillette, WY (Note: The City has elected to split the managed roads into thirds, so that a third can be inspected annually). The services include updating the existing PAVER database, creating a sample unit polygon shapefile for the inspected third, inputting work history into the PAVER Database for the entire network, inspecting a third of the inventoried roads (Zone 1 of 3, which is shown in attached map), rerunning prediction models and summarizing results in brief report.

#### **Task 1. PAVER Update**

- 1.1. The city will provide the consultant with a copy of the current PAVER database.
- 1.2. TR Consulting will create sample unit shapefile for the defined sections within Zone 1. This will increase the accuracy of the inspection and increase productivity in the field. The consultant will add the sample unit shapefile for Zone 2 and 3 once they are inspected in the future.

#### **Task 2. Work History Input**

- 2.1. The city will provide a list detailing 2018-2019 construction projects (the more detailed the list, the more detailed the input into PAVER). Consultant will organize the list and add necessary fields in order to properly input into PAVER. Each project will be mapped, so that parameters can be verified in the field.

#### **Task 3. Field Inspections**

- 3.1. TR Consulting will inspect all managed roadways within Zone 1. There are roughly 1150 sections to inspect per zone. The number of inspected sample units per section will follow the ASTM 6433 standard. Additional sample units will be added when necessary to reflect the condition of the section. Tablets will be used in the field to enter inspection data and to pinpoint locations of inspected sample units. Two pictures of each sample units will be taken, along with a georeferenced point shapefile showing exactly where the picture was taken.
- 3.2. While inspecting Zone 1, the consultant will notate whether each section has crack sealing (if crack sealed, will specify condition of crack seal). This will help the Gillette with localized maintenance efforts.
- 3.3. As mentioned in 2.1, the consultant will verify each of the completed construction projects in the field. This will allow the consultant to ensure that the lengths/widths, To's/From's and all physical properties are accurate and that no significant deficiencies are found within the newly constructed areas.

#### **Task 4. Field Adjustments Within PAVER**

4.1. TR Consulting will make all necessary field edits in GIS and the PAVER database accordingly. The field edits will be tracked within PAVER and comments will be made to explain how/why the section was adjusted.

#### **Task 5. Update Prediction Models**

5.1. TR Consulting will use historical inspection data and all the collected inspection data from Zone 1 to update the already established Prediction Models. Also, the consultant will verify that all data is properly linked within the PAVER database.

#### **Task 6. Condition Reports**

6.1. Establish a brief report summarizing the work completed, showing the inspection results, maps of work history and screen shots of prediction models.

6.2. Generate a PCI Condition Report that compares the 2016 inspection data to the 2019 inspection data. This table will also show the individual deterioration rate of each inventoried section.

6.3. Submit an electronic copy of all PDF Files, PAVER Database, Shapefiles and pictures in a Final Deliverables Folder which will be delivered via GoogleDrive.

#### **Period of Services**

All work will be completed before December 31<sup>st</sup>, 2019 (weather and contracting dependent).

#### **Cost of Services**

<b>Task</b>	<b>Amount</b>
<b>Task 1:</b> PAVER Update	\$3,500
<b>Task 2:</b> Work History Input	\$5,300
<b>Task 3:</b> Field Inspections	\$41,500
<b>Task 4:</b> Field Adjustment Within PAVER	\$5,000
<b>Task 5:</b> Update Prediction Models	\$3,500
<b>Task 6:</b> Condition Report	\$5,000
<b>Grand Total</b>	<b>\$63,800</b>



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance Providing for the Vacation of the 15-Foot-Wide General Utility Easement Located in Lot 1, Remington Estates Phase V Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 6/0)

**BACKGROUND:**

The owner is proposing to vacate the 15-foot-wide General Utility Easement that runs east to west along Lot 1 of the Remington Estates, Ph. V Subdivision. A locates request indicates that the easement is free of existing utilities and after review by city staff, there are currently no plans to install utilities within the easement at this time.

This case was approved by the Planning Commission during their May 28, 2019, meeting with a vote of 6/0.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I move to Approve an Ordinance Providing for the Vacation of the 15-Foot-Wide General Utility Easement Located in Lot 1, Remington Estates Phase V Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to All Planning Requirements.

**STAFF REFERENCE:**

**MAP** - Ry Muzzarelli, P.E., Development Services Director

**ATTACHMENTS:**

Click to download
<input type="checkbox"/> <a href="#">Planning Commission Minutes 5/28/2019</a>
<input type="checkbox"/> <a href="#">Planning Requirements</a>
<input type="checkbox"/> <a href="#">Exhibit</a>
<input type="checkbox"/> <a href="#">Exhibit Map</a>
<input type="checkbox"/> <a href="#">Ordinance</a>

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
City Council Chambers ~ City Hall  
May 28, 2019

PRESENT

Commission Members Present: Chairman Jim Nielsen, Vice-Chair Cindy Reardon, Ted Jerred, Sheryl Martin, Jennifer Tuomela and Trevor Matson.

Commission Members Absent: None.

Staff Present: Clark Sanders, Planner; and Jill McCarty, Senior Administrative Assistant.

CALL TO ORDER

Chairman Nielsen called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion was made by Ted Jerred to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of May 14, 2019. Vice-Chair Reardon seconded the motion. Motion carried 6/0.

19.015V-VACATION-Remington Ph. V Partial Easement Vacate

The owner, Saunders Land and Livestock, is proposing to vacate the 15-foot-wide General Utility Easement that runs east to west along lot 1 of the Remington Estates, Ph. V Subdivision. A locates request indicates that the easement is free of existing utilities and after review by city staff, there are currently no plans to install utilities within the easement at this time.

Clark Sanders said the Planning Division had received two comments from the public on the case. He said they were general inquiries and they all had no issues with the proposed changes.

Chairman Nielsen asked if there were any questions or comments on the case from the Commission or the public.

There being no comments, Vice-Chair Reardon made a motion to approve the case. Jennifer Tuomela seconded the motion. Motion carried 6/0.

OLD BUSINESS

None

NEW BUSINESS

Clark Sanders said there would be no meeting for the June 11 or June 25 Planning Commission.

Chairman Nielsen said who was interested could apply for the vacant Planning Commission seat currently available.

ADJOURNMENT

The meeting adjourned at 7:07 p.m.

Minutes taken and prepared by Jill McCarty, Senior Administrative Assistant.

# **Planning Requirements**

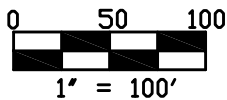
## **19.015V**

### **Vacation - Remington Estates, Ph. V**

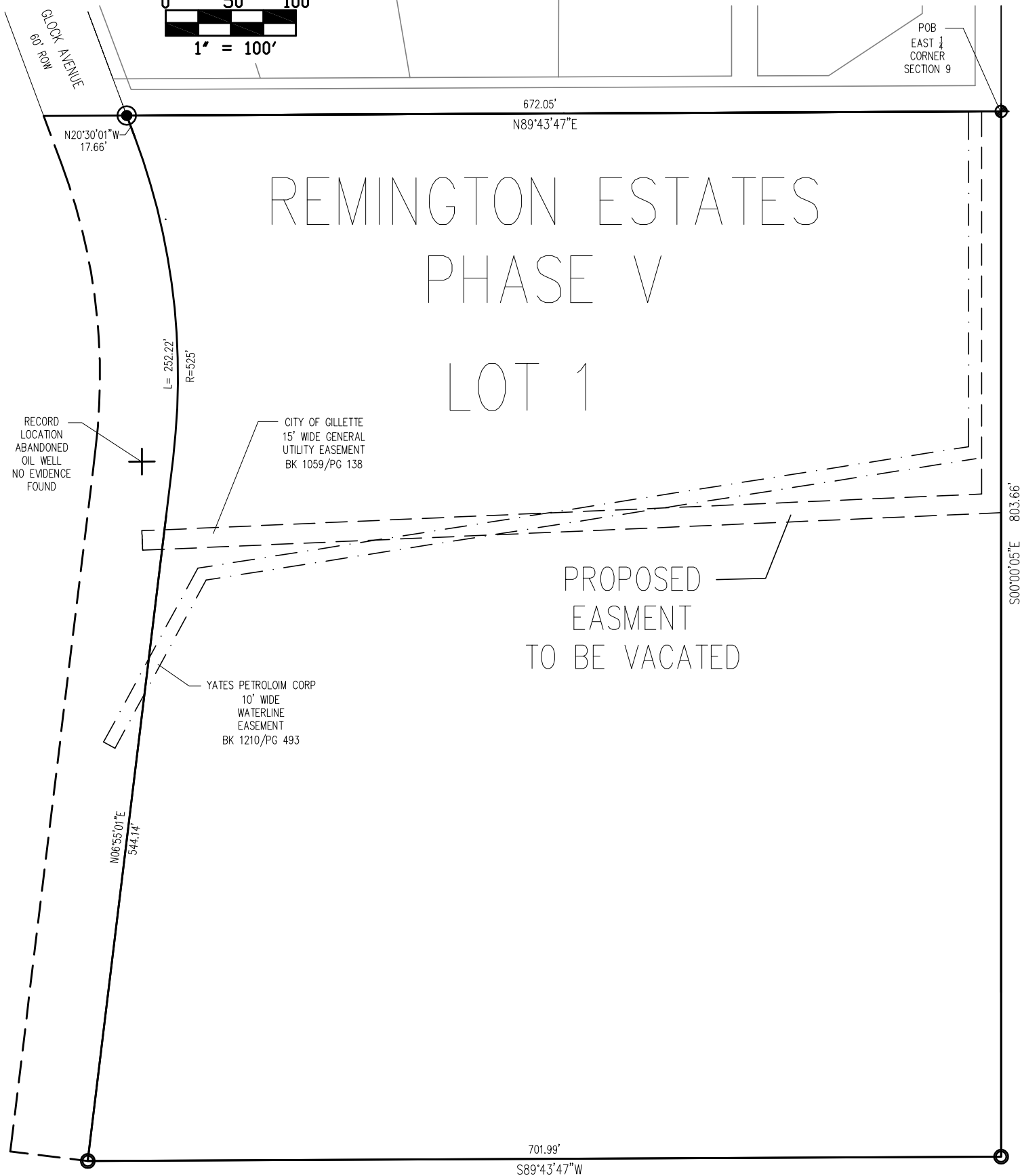
The Planning Requirements are as follows:

1. All comments and concerns will be addressed in ePlans prior to submitting the Final Plat with signatures.
2. A Recording fee shall accompany the signed ordinance.

EXHIBIT "B"  
REMINGTON ESTATES PH III



POB  
EAST 1/4  
CORNER  
SECTION 9



PREPARED FOR:  
SAUNDERS LAND &  
LIVESTOCK COMPANY,LLC  
PO BOX 847  
GILLETTE, WY 82717

DATE OF PREPARATION: MAY, 2019

PREPARED BY:  
DOYLE SURVEYING INC.  
801 E. Fourth St.  
Suite C-8  
Gillette, WY 82716  
PH: (307) 686-2410

PREPARED BY:  
DOYLE SURVEYING INC.  
801 E 4TH ST., STE 15  
GILLETTE, WY 82716

DATE OF PREPARATION:  
4/16/2019



**ORDINANCE NO.**

AN ORDINANCE PROVIDING FOR THE VACATION OF THE 15-FOOT-WIDE GENERAL UTILITY EASEMENT LOCATED IN LOT 1, REMINGTON ESTATES PHASE V SUBDIVISION, AS SHOWN ON EXHIBIT "A" MAP, IN THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

**SECTION ONE.**

Pursuant to the petition of the owner of Lot 1, Remington Estates Phase V Subdivision, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the vacation the 15' wide utility easement as contained entirely within Lot 1, Remington Estates Phase V Subdivision, as recorded by the Campbell County Clerk in Book 1059 on Page 138, will not abridge or destroy any of the rights and privileges of the other landowners in the Remington Estates Phase V Subdivision, and further finds that the Vacation is in the best interest of the City of Gillette. For a more detailed location of the Vacation see the attached Exhibit "A" Map.

**SECTION TWO.**

- (a) The Ordinance and Exhibit "A" Map shall be recorded at the Campbell County Clerk's Office upon approval of the Vacation by City Council.
- (b) The Clerk of Campbell County, in whose office the aforesaid plat is recorded, shall write in plain legible letters across that part of the plat so vacated, the word "VACATED" and also make a reference on the same to the volume and page in which the said instrument of Vacation is recorded.

**SECTION THREE.** This ordinance shall be in full force and effect on its effective date, July 10, 2019.

PASSED, APPROVED AND ADOPTED THIS 2nd day of July, 2019.

\_\_\_\_\_  
Louise Carter-King, Mayor

(S E A L)  
ATTEST:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk  
Publication Date: July 10, 2019

STATE OF WYOMING     )  
                                      )ss.  
County of Campbell     )

On this \_\_\_\_ day of \_\_\_\_\_, 2019, before me personally appeared Louise Carter-King, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Louise Carter-King acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance Providing for the Vacation of the Easterly 5' Portion of a 10' Wide Utility Easement Located in Lot 1, Block 8, Rimrock Estates Phase II Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 6/0)

**BACKGROUND:**

The owner, Jorge Rivera Garcia is seeking approval to vacate the easterly 5' of a 10' Utility easement. The easement is located on the west of Lot 1, Block 8. In 2018, the owner constructed a foundation and pad for a future garage. The plot plan indicated the foundation and pad to be outside of the limits of the existing easement, however the foundation was constructed about 4' into the existing easement. No further construction has taken place until the matter of the easement has been resolved.

A locates request indicate the area is free of existing utilities. Any future development to the west would require additional easements for future utilities.

This case was approved by the Planning Commission during their May 28, 2019, meeting with a vote of 6/0.

**ACTUAL COST VS. BUDGET:**

N/A

**SUGGESTED MOTION:**

I move to Approve an Ordinance Providing for the Vacation of the Easterly 5' Portion of a 10' Wide Utility Easement Located in Lot 1, Block 8, Rimrock Estates Phase II Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to all Planning Requirements.

**STAFF REFERENCE:**

**MAP** - Ry Muzzarelli, P.E., Development Services Director

**ATTACHMENTS:**

Click to download

☐ [Planning Commission Minutes 5/28/2019](#)

☐ [Planning Requirements](#)

☐ [Foundation Location Certification](#)

☐ [Exhibit "A"](#)



CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
City Council Chambers ~ City Hall  
May 28, 2019

PRESENT

Commission Members Present: Chairman Jim Nielsen, Vice-Chair Cindy Reardon, Ted Jerred, Sheryl Martin, Jennifer Tuomela and Trevor Matson.

Commission Members Absent: None.

Staff Present: Clark Sanders, Planner; and Jill McCarty, Senior Administrative Assistant.

CALL TO ORDER

Chairman Nielsen called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion was made by Ted Jerred to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of May 14, 2019. Vice-Chair Reardon seconded the motion. Motion carried 6/0.

19.016V-VACATION-Lot 1 Blk 8, Rimrock Estates Ph II Easement Vacate

The owner, Jorge Rivera Garcia, is seeking approval to vacate the easterly 5' of a 10' utility easement. The easement is located on the west of Lot 1, Block 8. In 2018, the owner constructed a foundation and pad for a future garage. The plot plan indicated the foundation and pad to be outside of the limits of the existing easement, however the foundation was constructed about 4' into the existing easement. No further construction has taken place until the matter of the easement has been resolved.

A locates request indicate the area is free of existing utilities. Any future development to the west would require additional easements for future utilities.

Clark said the Planning Division received two inquiries from the public on the case, and they were general inquiries only with no objections.

Chairman Nielsen asked if there were any questions or comments on the case from the Commission or the public. Chairman Nelson said the results could have been more serious for the owner had there been utilities already located within the area the foundation was constructed, and said he wanted to stress the importance of getting proper locates done along with setbacks.

Ted Jerred asked the owner who was present, Jorge Rivera, if he had called for locates before he laid the foundation. Mr. Rivera said he did call in locates and there were none found in that area. Ted Jerred asked if Mr. Rivera was the original owner of the house, and Mr. Rivera said he was. Ted Jerred asked who did the locates for the house as it is also encroaching on the setbacks. Mr. Rivera said he does call the city for locates and he had paid someone for that as this was his first time for placing a house.

Vice-Chair Reardon asked if a building permit was obtained before the foundation was poured, and Clark Sanders said there was a permit issued from the Building Inspection division.

There being no further comments, Jennifer Tuomela made a motion to approve the case. Ted Jerred seconded the motion. Motion carried 6/0.

OLD BUSINESS

None

NEW BUSINESS

Clark Sanders said there would be no meeting for the June 11 or June 25 Planning Commission.

Chairman Nielsen said who was interested could apply for the vacant Planning Commission seat currently available.

ADJOURNMENT

The meeting adjourned at 7:07 p.m.

Minutes taken and prepared by Jill McCarty, Senior Administrative Assistant.

## **Planning Requirements**

**19.016V**

**Vacation - Lot 1, Block 8, Rimrock Estates Phase II Easement  
Vacate**

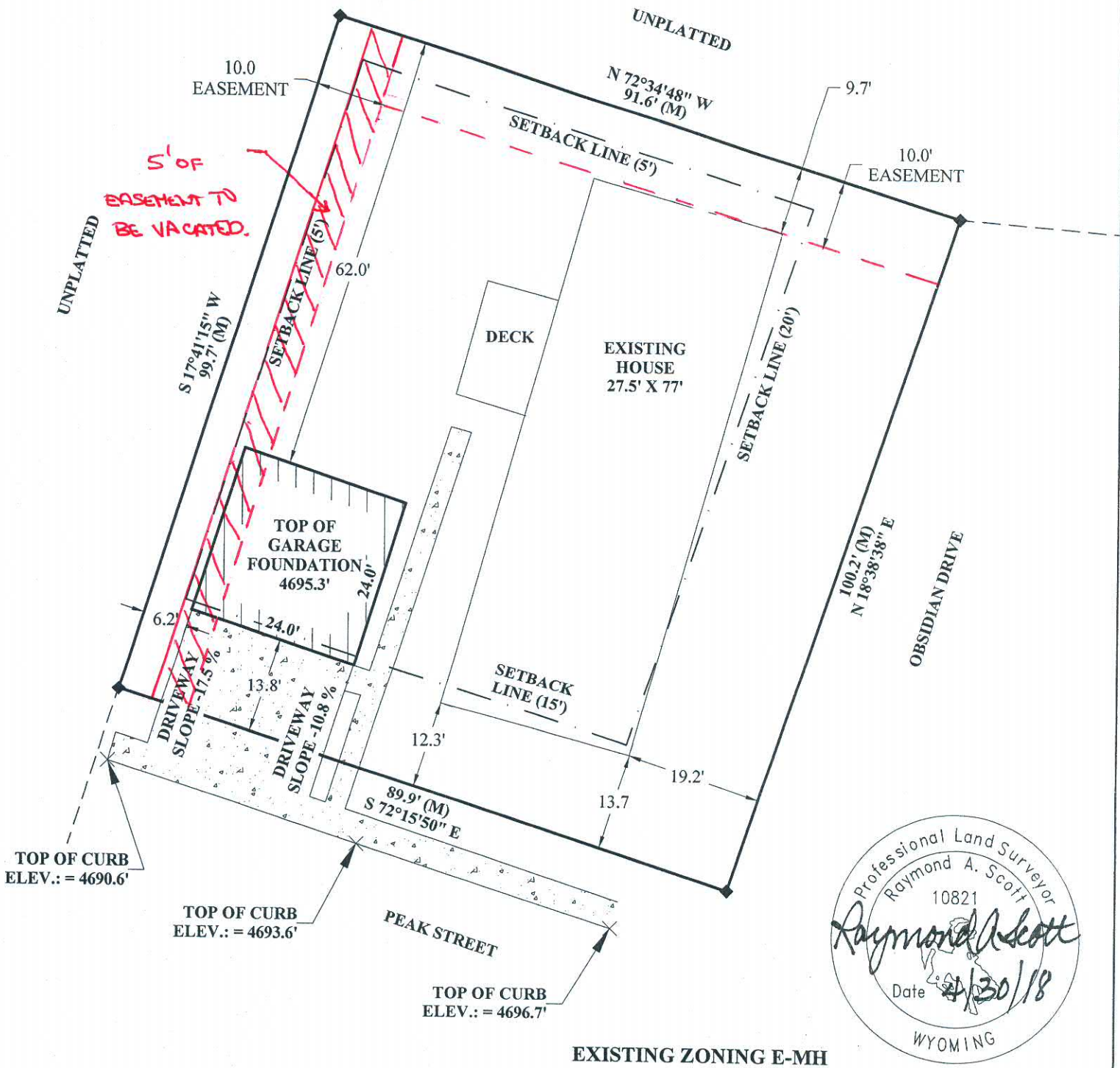
The Planning Requirements are as follows:

1. None

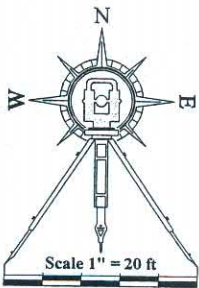
FOUNDATION LOCATION CERTIFICATE

I, RAYMOND A. SCOTT, A REGISTERED PROFESSIONAL LAND SURVEYOR, NO. 10821, IN THE STATE OF WYOMING DO HEREBY STATE THAT THIS FOUNDATION LOCATION CERTIFICATE FOR LOT 1 OF BLOCK 8, OF RIMROCK ESTATES SUBDIVISION PHASE II WAS MADE FROM RECORDS ON FILE AND FROM AN ACTUAL FIELD SURVEY PERFORMED BY LARISSA BULAU UNDER MY DIRECT SUPERVISION DURING APRIL 16, 2018 AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER STATE AS FOLLOWS:

- 1. THE IMPROVEMENTS SITUATED UPON THE ABOVE DESCRIBED PROPERTY LIE COMPLETELY WITHIN THE BOUNDARY LINES OF
- 2. THE DESCRIBED PROPERTY.
- 3. THE DRIVEWAY LIES WITHIN THE SAID BOUNDARY LINES.
- 4. THERE ARE NO ENCROACHMENTS UPON THE LOT FROM ANY BUILDINGS LOCATED UPON THE ADJOINING PROPERTIES, EXCEPT AS NOTED.
- 5. ALL BUILDING SETBACK DISTANCES FROM PROPERTY LINES OF OTHER BUILDINGS ARE AS DESCRIBED.
- 6. THIS CERTIFICATE IS NOT INTENDED FOR CONSTRUCTION OR OTHER IMPROVEMENTS THAT ARE NOT PART OF THIS SURVEY.
- 7. NOT INTENDED FOR FENCING PURPOSES.



EXISTING ZONING E-MH



LEGEND

- ◆ = (FOUND) ALUMINUM CAP, LS 2333
- - - = EASEMENT LINE
- - - = SETBACKS LINE
- (M) = MEASURED DISTANCE & BEARING
- [Pattern] = CONCRETE SIDEWALKS AND PADS

JORGE RIVERA  
3904 PEAK STREET  
GILLETTE, WY 82716

Prepared By:  
LAND SURVEYING INCORPORATED  
209 N. WORKS AVENUE  
GILLETTE, WY 82716



Location:  
FOUNDATION LOCATION CERTIFICATE

LOT 1 OF BLOCK 8  
RIMROCK ESTATES SUBDIVISION PHASE II  
GILLETTE, WYOMING

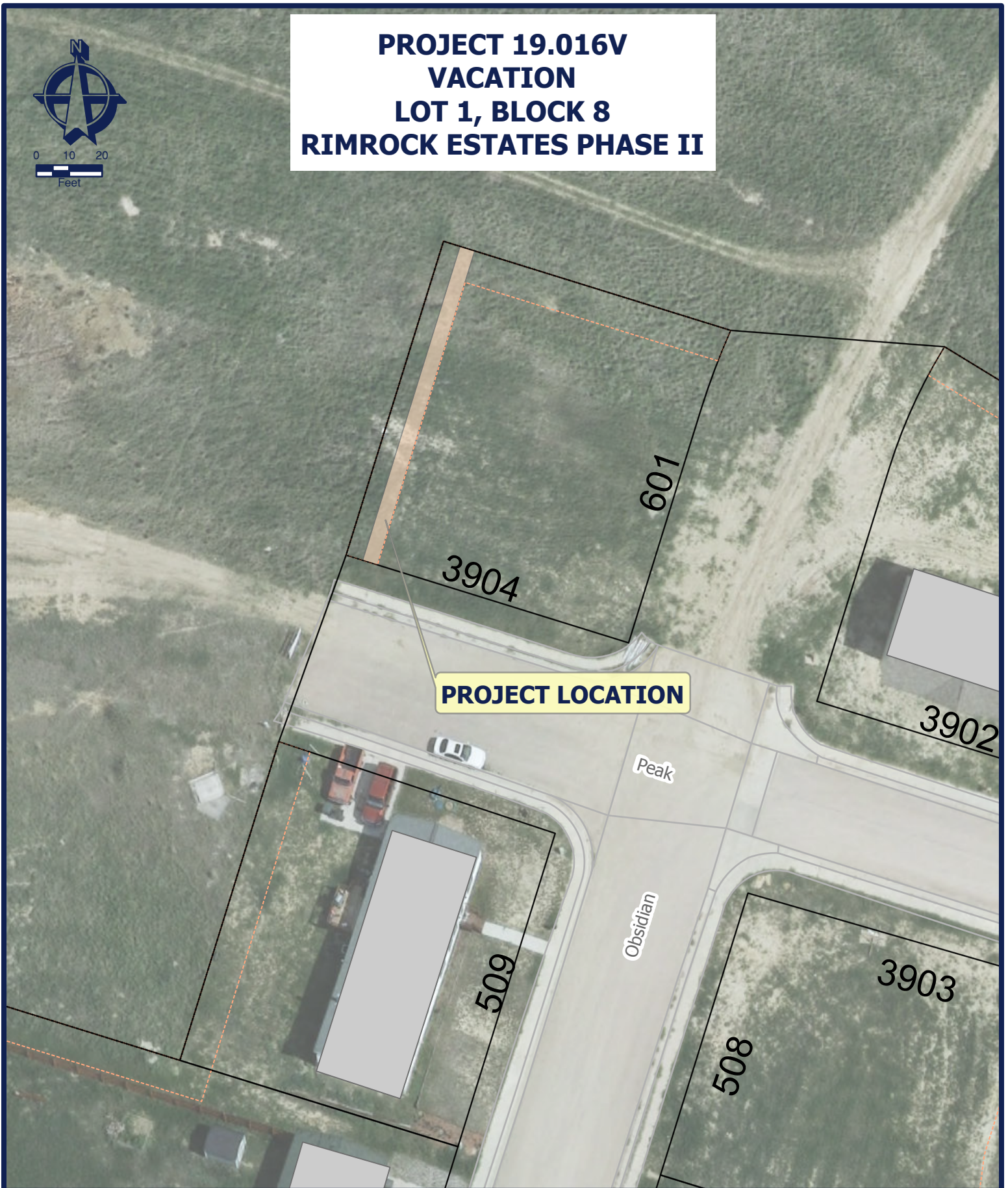
OB #18-149A	FILE: 18149ACERT.DWG	LSI - CITY OF GILLETTE
CREATED BY: GSULLIVAN	CREATED DATE: 4/20/2018	
REVIEWER: RAS	APPROVED DATE: 4/20/2018	

REVISION HISTORY





**PROJECT 19.016V  
VACATION  
LOT 1, BLOCK 8  
RIMROCK ESTATES PHASE II**



**CITY OF GILLETTE**

GIS Division  
P.O. Box 3003  
Gillette, Wyoming 82717-3003  
Phone (307) 686-5364  
[www.gillettewy.gov](http://www.gillettewy.gov)

**EXHIBIT "A"**

5/2/2019 4:34 PM

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM  
RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO  
GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR  
THE INFORMATION CONTAINED THEREIN.

Service With P.R.I.D.E.  
Productivity Responsibility Integrity Dedication Enthusiasm



## **ORDINANCE NO.**

AN ORDINANCE PROVIDING FOR THE VACATION OF THE EASTERLY 5' PORTION OF A 10' WIDE UTILITY EASEMENT LOCATED IN LOT 1, BLOCK 8, RIMROCK ESTATES PHASE II SUBDIVISION, AS SHOWN ON EXHIBIT "A" MAP, IN THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

### **SECTION ONE.**

Pursuant to the petition of the owner of Lot 1, Block 8, Rimrock Estates Phase II Subdivision, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the vacation of the easterly 5' portion of a 10' wide utility easement as contained entirely within Lot 1, Block 8 Rimrock Estates Phase II Subdivision, as recorded by the Campbell County Clerk in Book 9 of Plats on Page 68, will not abridge or destroy any of the rights and privileges of the other landowners in the Rimrock Estates Phase II Subdivision, and further finds that the Vacation is in the best interest of the City of Gillette. For a more detailed location of the Vacation see the attached Exhibit "A" Map.

### **SECTION TWO.**

- (a) The Ordinance and Exhibit "A" Map shall be recorded at the Campbell County Clerk's Office upon approval of the Vacation by City Council.
- (b) The Clerk of Campbell County, in whose office the aforesaid plat is recorded, shall write in plain legible letters across that part of the plat so vacated, the word "VACATED" and also make a reference on the same to the volume and page in which the said instrument of Vacation is recorded.

SECTION THREE. This ordinance shall be in full force and effect on its effective date,  
\_\_\_\_\_, 2019.

PASSED, APPROVED AND ADOPTED THIS \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Louise Carter-King, Mayor

(S E A L)  
ATTEST:

\_\_\_\_\_  
Cindy Staskiewicz, City Clerk

Publication Date: \_\_\_\_\_

STATE OF WYOMING     )  
                                      )ss.  
County of Campbell     )

On this \_\_\_ day of \_\_\_\_\_, 2019, before me personally appeared Louise Carter-King, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Louise Carter-King acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

---

**SUBJECT:**

A Public Hearing to Consider the Gillette City Budget for FY2019-2020.

**BACKGROUND:**

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

**STAFF REFERENCE:**

Michelle Henderson, Finance Director

**ATTACHMENTS:**

<a href="#">Click to download</a>
No Attachments Available



CITY OF GILLETTE  
P.O. Box 3003  
201 E. 5th Street  
Phone (307)686-5200  
CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

**DATE:** 6/4/2019 7:00:00 PM

**SUBJECT:**

An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2019-2020.

**BACKGROUND:**

Total Fiscal Year 2019-2020 budgeted expenses: \$151,917,895 (which includes \$7,010,114 for the Madison Waterline Project).

The attached budget has been reviewed in public workshops by the Mayor and City Council during the months of April and May. This recommended budget includes all changes as discussed at those meetings.

A Public Hearing has been advertised for 7:00 p.m. on June 4, 2019, at City Hall for consideration of the Fiscal Year 2019-2020 Budget. The Public Hearing and the approval of the first reading of the budget ordinance are scheduled for the regular City Council Meeting.

The FY2019-2020 budget will be approved through three readings.

**ACTUAL COST VS. BUDGET:**

**SUGGESTED MOTION:**

I move for the approval of the ordinance adopting the FY2019-2020 budget for the City of Gillette.

**STAFF REFERENCE:**

Michelle Henderson, Finance Director

**ATTACHMENTS:**

Click to download

☐ [Ordinance for FY19-20 Budget](#)

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE OF THE CITY OF GILLETTE, WYOMING FOR THE COMING FISCAL YEAR.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING THAT:

Section 1. That there is hereby appropriated for the purpose of operating the City of Gillette, Wyoming, and, paying all expenses thereof, the sum of \$153,138,046, and,

Section 2. That the City anticipates having available during the coming year the following amounts from the following sources, to wit:

ESTIMATED REVENUES:

General Fund		
Taxes	\$	25,136,771
License and Permits		1,009,667
State & Federal Shared Revenues		3,962,195
Grants & Loans		247,000
Charges for Services		5,212,653
Other Revenues		2,116,347
Application of Unassigned Cash		6,312,018
One Percent Tax		23,824,500
LID 651 - Indian Hills		20,967
LID 652 - Interstate Industrial		109,465
Madison Water Line		8,078,621
Utilities Administration		3,028,577
Solid Waste		3,389,045
Water		11,648,245
Power		38,086,739
Sewer		7,807,426
Fiber		2,534,837
City West Operations		586,648
City Warehouse		452,840
Vehicle Maintenance		2,984,040
Health Insurance		5,772,509
Insurance		816,936
Grand Total	\$	153,138,046

Section 3. It is appropriated from the funds of said City for the ensuing year the sum of \$151,917,895 or as much as may be necessary for the following purposes, to wit:

ESTIMATED EXPENSES:

Mayor and Council, General	\$	239,458
Administration, General		704,730
Gillette Public Access, General		295,254
Special Projects, General		13,994,860
Judicial/Parking Control, General		785,164
City Attorney, General		342,877

Human Resources, General	675,899
Safety and Risk Management, General	163,529
Finance, General	931,783
Customer Service, General	1,127,791
Purchasing, General	186,118
City Clerk, General	284,343
Information Technology, General	2,817,369
Police, General	8,323,646
Dispatch, General	1,003,943
Victims Advocate, General	202,341
Animal Control, General	441,964
Animal Shelter Operations, General	280,885
City Hall Maintenance, General	875,288
Public Works Administration, General	404,741
Parks, General	1,945,781
Forestry, General	280,900
Streets, General	3,375,476
Traffic Safety, General	504,252
Geographical Information, General	565,267
Engineering, General	2,048,888
Building Inspection, General	682,319
Planning, General	358,772
Code Compliance, General	153,013
One Percent Tax, Capital Projects	23,824,500
LID 652 - Interstate Industrial	106,951
Madison Water Line, Enterprise	7,010,114
Utilities Administration, Enterprise	617,300
Electrical Engineering, Enterprise	1,053,706
SCADA, Enterprise	1,357,571
Solid Waste, Enterprise	3,389,045
Water, Enterprise	11,427,060
Swimming Pool, Enterprise	221,185
Power, Enterprise	38,086,739
Sewer, Enterprise	7,807,426
Fiber, Enterprise	2,534,837
City West Operations, Intergovernmental	584,748
City Warehouse Operations, Intergovernmental	452,840
Vehicle Maintenance, Intergovernmental	2,984,040
Health Fund, Insurance	5,699,296
Insurance, Insurance	763,886
Grand Total	<div><div>\$</div><div>151,917,895</div></div>

PASSED , APPROVED AND ADOPTED THIS 18TH DAY OF JUNE , 2019 .

Louise Carter-King, Mayor

( S E A L )

ATTEST:

Cindy Staskiewicz, City Clerk

Publish: