



CITY COUNCIL AGENDA
COUNCIL CHAMBERS, 201 E. 5TH STREET
CITY OF GILLETTE
Tuesday, February 18, 2020
7:00 PM

A. Call to Order.

B. Invocation and Pledge of Allegiance.

1. **Invocation Led by Pastor Paul Baughman of the New Life Wesleyan Church.**
2. **National Anthem Performed by Campbell County High School Choir - Conducted by Mandi Steele.**

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. **Pre-Meeting - February 4, 2020**
- b. **Executive Session - February 4, 2020**
- c. **Regular Meeting - February 4, 2020**

2. Ordinance 3rd Reading - Consent

- a. **An Ordinance Approving and Authorizing the Extension of the Boundaries of the City of Gillette, Wyoming, and Annexation of a Tract of Land Known as the Aspen Heights II Annexation, Entirely Adjacent and Contiguous to the Present Boundaries of the City of Gillette, Wyoming, Pursuant to W.S. 15-1-403, and Establishing a C-1, General Commercial Zoning District, Subject to all Planning Requirements. (Planning Commission Vote 5/0)**

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

- b. **An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for the South 297.24 Feet of Lot 2A, Betcher II Subdivision, City of Gillette, Wyoming, from C-1, General Commercial District to I-1, Light Industrial District, Subject to all Planning Requirements. (Planning Commission Vote 5/0)**

Staff Reference: 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.

1. **Council Member Carsrud - \$30.90**

Staff Reference: Michelle Henderson, Finance Director

2. **Mayor Carter-King - \$32.49**

Staff Reference: Michelle Henderson, Finance Director

F. Comments.

1. **Council**

2. **Written**

3. **Public**

4. **Other - Comments**

a. **Recognition of the City of Gillette 4th Quarter P.R.I.D.E. Award Recipient, Kerwin Burton, Development Services - Engineering Division (Council in Front of Dais)**

Staff Reference: Ry Muzzarelli, Development Services Director

b. **A Proclamation Designating March 2020 as Disability Awareness Month ~ Phil Grabrick**

Staff Reference:

G. Unfinished Business.

1. **Ordinance 2nd Reading.**

2. **Ordinance 3rd Reading.**

3. **Other.**

H. New Business.

1. **Minute Action**

a. **Council Consideration of a Resolution Authorizing the Submission of a Loan Application to the Office of State Lands and Investments for a Loan Through the Capital Construction Loan Program on Behalf of the Governing Body of the City of Gillette, Wyoming, for the Purpose of the City of Gillette Wastewater Treatment Facility Improvements Projects.**

Staff Reference: **MAP** - Michelle Henderson, Finance Director

b. **Council Consideration of a Resolution Authorizing Utilities Department Staff to Submit a Level II Feasibility Study Application to the Wyoming Water Development Commission to Study Water Storage Improvements for the City of Gillette Water System.**

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

c. **Council Consideration of a Bid Award for the Pavement Management System (PMS) 2020 Project to Simon Contractors in the Amount of \$2,646,345.65 (1% Project).**

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

d. **Council Consideration of a Bid Award for the 90,000 Gallon Hydrovac Pit Project to Powder River Construction, Inc., in the Amount of \$201,527.00.**

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

2. **Ordinance 1st Reading.**

a. **An Ordinance of the City of Gillette Amending Chapter Fourteen to Include a New Section Titled "Games of Skill" and Providing for an Effective Date.**

Staff Reference: Anthony Reyes, City Attorney

3. **Appointments**

I. Public Hearings and Considerations

1. **A Public Hearing to Consider the Renewal of Retail, Restaurant, Bar & Grill, Limited Club, Microbrewery, Winery, Winery Satellite, and Resort Licenses, and Special Malt Beverage Permit, for the 2020-2021 Liquor Licensing Period.**

Staff Reference: Michelle Henderson, Finance Director

2. Council Consideration for the Renewal of Retail Licenses for the 2020-2021 Liquor Licensing Period.

Staff Reference: Michelle Henderson, Finance Director

3. Council Consideration for the Renewal of a Microbrewery License to Big Lost Meadery, LLC, d.b.a. Big Lost Meadery, for the 2020-2021 Licensing Period, Contingent Upon Meeting Production Requirements as Dictated by the Wyoming Liquor Division and Wyoming State Statute.

Staff Reference: Michelle Henderson, Finance Director

4. Council Consideration for the Renewal of Restaurant, Bar & Grill, Limited Club, Microbrewery, Winery, Winery Satellite, and Resort Licenses, and Special Malt Beverage Permit for the 2020 -2021 Liquor Licensing Period.

Staff Reference: Michelle Henderson, Finance Director

5. A Public Hearing to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain in a Microbrewery, Winery, or Winery Satellite Licensed Building for the Liquor Licensing Period April 1, 2020 to March 31, 2021.

Staff Reference: Michelle Henderson, Finance Director

6. Council Consideration to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain in a Microbrewery, Winery, or Winery Satellite Licensed Building for the Liquor Licensing Period April 1, 2020 to March 31, 2021.

Staff Reference: Michelle Henderson, Finance Director

7. A Public Hearing to Consider Allowing Persons Under the Age of Twenty-One (21) Years to Enter or Remain Until 2:00 a.m. in the Licensed Building for the Establishment, Bar & Liquor, LLC, d.b.a. Grinners.

Staff Reference: Michelle Henderson, Finance Director

8. Council Consideration to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain Until 2:00 a.m. in the Licensed Building for the Establishment, Bar & Liquor, LLC, d.b.a. Grinners.

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

www.gillettewy.gov

WARD 3

Shay Lundvall

Nathan McLeland





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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Invocation Led by Pastor Paul Baughman of the New Life Wesleyan Church.

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

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No Attachments Available



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CITY OF GILLETTE

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DATE: 2/18/2020 7:00:00 PM

SUBJECT:

National Anthem Performed by *Campbell County High School Choir* - Conducted by Mandi Steele.

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

[Click to download](#)

No Attachments Available



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CITY OF GILLETTE

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Pre-Meeting - February 4, 2020

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

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☐ [Pre-Meeting - February 4, 2020](#)

A Pre-Meeting of the City Council was held on Tuesday the 4th day of February 2020.

Present were Councilmen Brown, McLeland, Montgomery, Neary, and Mayor Carter-King; City Administrator Davidson and City Attorney Reyes; Directors Cole, Henderson, Muzzarelli, and Wilde; Managers Williamson, Lt. Deaton, and Palazzari; City Clerk Staskiewicz, Deputy Clerk Crawford.

Warm Up Items

Councilman Neary wished Mayor Carter-King a Happy Birthday. Mayor Carter-King commended the snow plow crews for their work on the recent snow event.

Electronic Wagering Device Ordinance

Attorney Reyes reviewed the proposed provisions of the draft Electronic Wagering Device Ordinance, which included the City's authority to approve or deny a permit, annual permit requirements, application criteria, fees, regulations relating to the use and location of the devices, and non-compliance penalties. Attorney Reyes informed Council of a modification made to the previously presented draft Ordinance, which removed the requirement of financial statements from the application process, in consideration of a comment from Councilman Brown at the previous presentation. The application would still include the requirement of providing proof of the ability to pay out winnings, in the form of insurance, a surety bond, or an escrow account funded with the combined maximum payout.

Attorney Reyes reported that he spoke with a representative of Cowboy Games & Entertainment Experts, a skills game distributor, who made the following suggestions.

- 1) The owner of the devices should be licensed rather than the lessees.
- 2) The City should limit device certification to three (3) companies, specifically, Nick Farley & Associates, Gambling Laboratories International, and BMM Test Labs, and require that the certification results be submitted directly to the City of Gillette.
- 3) The number of devices allowed in each establishment should be limited to five (5).

Council discussed these options and agreed to place a limit on the number of machines allowed in each establishment, but did not want the other suggestions incorporated into the Ordinance. The final suggestion from Cowboy Games & Entertainment Experts was to only allow machines that were fillable electronically, utilizing a "Fill Site System". Attorney Reyes opted to obtain more information on the "Fill Site System" devices before determining inclusion in the Ordinance. Council discussed proposed Legislative bills regarding wagering devices, and decided to proceed with the consideration of the Ordinance, which will be brought before Council for first reading on February 18th.

Text to 911

Lieutenant Chuck Deaton of the Gillette Police Department introduced Dispatchers Roberta Thwreath and Becca Schiefelbein, who gave a presentation on the ability to text emergencies to 911, which was implemented in August of 2019 as a first step in the next generation of 911. They presented statistical information about the number of 911 and administrative calls for 2018 and 2019, and demonstrated the text to 911 process.

Review February 4th Council Agenda

The group discussed the upcoming agenda items.

Executive Session

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

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:40 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: February 12, 2020



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Executive Session - February 4, 2020

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

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No Attachments Available



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DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Regular Meeting - February 4, 2020

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

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☐ [Regular Meeting - February 4, 2020](#)

A meeting of the City Council was held on Tuesday the 4th day of February 2020.

Present were Councilmen Brown, McLeland, Montgomery, Neary, and Mayor Carter-King; City Administrator Davidson and City Attorney Reyes; Directors Cole, Henderson, Muzzarelli, and Wilde; Managers Molder, Williamson, and Palazzari; City Clerk Staskiewicz and Deputy Clerk Crawford.

Invocation and Pledge of Allegiance

Invocation was led by Pastor Dan Knust of High Plains Community Church. The Pledge of Allegiance was led by the Gillette Hockey Association Mites.

Approval of General Agenda

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

Approval of Consent Agenda

Minutes

Work Session – January 14, 2020; Executive Session – January 14, 2020; Vision Dinner – January 15, 2020; Pre-Meeting – January 21, 2020; Regular Meeting – January 21, 2020; Work Session – January 28, 2020; Executive Session – January 28, 2020

ORDINANCE NO. 20-01

AN ORDINANCE APPROVING AND AUTHORIZING THE EXTENSION OF THE BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, AND ANNEXATION OF A TRACT OF LAND KNOWN AS THE ASPEN HEIGHTS II ANNEXATION, ENTIRELY ADJACENT AND CONTIGUOUS TO THE PRESENT BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, PURSUANT TO W.S. 15-1-403, AND ESTABLISHING A C-1, GENERAL COMMERCIAL ZONING DISTRICT, SUBJECT TO ALL PLANNING REQUIREMENTS

ORDINANCE NO. 20-02

AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, SOUTH 297.24 FEET OF LOT 2A, BETCHER II SUBDIVISION, CITY OF GILLETTE, WYOMING, FROM C-1, GENERAL COMMERCIAL DISTRICT TO I-1, LIGHT INDUSTRIAL DISTRICT. SUBJECT TO ALL PLANNING REQUIREMENTS

Bills and Claims

Absolute Auto, LLC, 131.25; Advance Auto Parts, 1,641.98; Alsco, 521.34; Altec Industries Inc, 1,111.76; American Water Works, 2,044.00; Ameri-Tech Equipment Company, 1,369.46; Anixter Power Solutions, 7,921.08; Anne Zollinger, 210.00; Arete Design Group, 7,672.50; AT&T Mobility National Accounts, 4,170.58; AVP Consulting LLC, 120.80; Big D Sanitation, 625.00; Big Horn Tire Inc, 459.68; Bighorn Hydraulics Inc, 469.46; BJ Nelson Inc/Nelson Auto Glass, 284.05; Black Cat Construction LLC, 4,751.96; Black Hills Energy, 17,357.91; Black Hills Power & Light, 289,009.34; Black Hills Power & Light, 169,132.11; Black Hills Truck And Trailer, 638.26; Black Hills Wyoming LLC, 3,673.01; Black Hills Wyoming LLC, 520,312.38; Blanco US LLC, 2,976.99; Blue Cross Blue Shield of Wyoming, 155,430.12; Blue Cross Blue Shield of Wyoming, 146,920.80; Bomgaars Supply, 1,051.97; Border States Electric, 6,059.70; Bradley Taylor, 100.00; Bryan Miller, 359.00; Bursch Travel Agency Inc, 4,041.10; Campbell County Chamber of Commerce, 955.00; Campbell County Coordinated Benefits Trust, 1,910.88; Campbell County Coordinated Benefits Trust, 140.00; Campbell County Hospital District, 258.00; Campbell County Hospital District, 285.00; Campbell County Juvenile, 24,112.25; Campbell County Public Health, 5,206.00; Campbell County Public Land Board Complex, 383,072.10; Campbell County Sheriff, 5,250.00; CBH Co-Op, 12,564.10; CCMH, 220.00; Central Truck & Diesel Inc, 74.57; Centurylink, 176.37; Charter Media, 406.80; City of Gillette - Petty Cash, 139.00; Claus LLC, 22,526.00; Collection Professionals Gillette, 680.03; Collins Communications Inc, 2,310.00; Convergeone Inc, 33,836.15; Copper Leaf Custom Homes, LLC, 80.18; Craig Furman, 50.00; Crescent Electric Supply, 1,282.50; Cues Inc, 4,634.90; Cummins Rocky Mountain Inc, 226.82; Dana Kepner Company Inc, 5,598.45; Dave Lueras, 75.00; Dell Computer Corp, 6,157.20; Delta Dental of Wyoming, 17,532.30; Department of Energy, 52,722.63; Derric Culey, 50.00; DOWL LLC, 21,553.42; DRM Inc, 10,330.00; Employment Testing Services Inc, 1,148.00; Encodeplus, LLC, 1,280.00; Energy Laboratories Inc, 127.50; Farmer Brothers Company, 19.97; Fastenal Company, 20.57; FedEx, 473.93; Ferguson Enterprises, Inc #1701, 659.10; Ferguson, Susan, 200.00; Firemaster Dept 1019, 3.50; First Class Auto, 32,841.46; First Interstate Bank Of Gillette, 40,533.83; Fourum LLC, 196.57; Fremont

Motor Sheridan Inc, 3,615.17; Gallagher Benefit Services, Inc, 6,083.33; Garry Ginn, 120.00; Gillette College, 625.00; Gillette Contractors Supply Inc, 1,465.08; Gillette Winnelson Company, 462.96; Glen Jenkins, 783.00; GovConnection, 12,155.36; Hawkins Inc, 4,158.00; HDR Inc - US Engineering Accounts Receivable, 37,111.10; Holly Campbell, 1,755.00; Homax Oil, 2,791.45; Hot Iron, 30,614.16; HP Inc, 277.86; Hub International Mountain States Limited, 50.00; Inberg Miller Engineers, 75.34; Inland Truck Parts, 1,390.31; Jack Latow, 450.00; Jack's Truck Center Inc, 110.12; James J Naramore, MD, PC, 1,015.00; Jason Materi, 20.00; Jeremy Guernsey, 675.10; JLC Sign Systems Inc, 17.80; Kadrmas Lee & Jackson Inc, 43,625.65; Kirk Jacobson, 256.50; Kukus, Todd, 101.28; Layne Christensen Company, 2,360.75; MCM General Contractors, 90,300.66; McNeilus Truck & Manufacturing, 1,269.96; Michael Tiefenthaler, 40.00; Midland Implement Co Inc, 789.93; MII Life Insurance, Incorporated, 3,133.05; MII Life Insurance, Incorporated, 7,156.03; Morrison Maierle Inc, 14,671.88; Motion Industries, Inc, 359.91; Mountain Peaks Diagnostics, LLC, 78.00; Mountain States Pipe & Supply, 14,364.00; Municipal Treatment Equipment, 385.14; Municipal Valve LLC, 1,501.58; Nathan Lauer, 100.00; Naumu, Vincent & Lea, 75.20; Newman Signs Inc, 435.00; Norco Inc, 845.46; Norton Construction, 363,686.26; Optum Health Financial Services, 145.75; Overholt, Aislinn, 168.07; PCA Engineering Inc, 10,525.11; Pinkerton C&I, 74.80; Pipestone Equipment, 1,054.84; Platinum Diesel LLC, 50.27; Platinum Diesel LLC, 334.55; Postal Pros Southwest Inc, 7,328.81; Powder River Energy Corporation, 11,769.62; Powder River Energy Corporation, 3,538.58; Powder River Heating & Conditioning Corporation, 1,616.71; Power Screening LLC, 38,664.16; ProElectric Inc, 12,194.06; Purvis Industries, LLC, 1,980.85; Razor City Rental, 483.76; Record Supply Inc NAPA, 1,389.79; Ringer Law P.C., 9,690.00; Rocky Mountain Business Equipment LLC, 726.34; Sandra Cross, 50.00; Santiago, Isaiah, 22.10; Schutz Foss Architects PC, 7,560.00; Security State Bank, 3,401.57; Selby's, 13,797.00; Serio-US Industries, 1,758.25; Shawn Lingo, 200.00; Sioux Falls Children's Home Society, 150.00; Source Office Products, 2,090.46; Southern Computer Warehouse, 87.84; Southwestern Equipment Company, 1,410.93; Stuart C Irby Co, 1,066.65; Suzi's Trophies & Awards, 5.30; Terry Sjolin, 419.75; That Embroidery Place, 80.00; Thunder Basin Ford LLC, 406.12; Titan Machinery Inc, 236.54; TR Consulting Services LLC, 61,300.00; Tre Environmental Strategies, LLC, 900.00; Verizon Wireless, 5,938.00; Vision Service Plan (WY), 3,943.84; Waldron, John, 136.50; Wal-Mart, 80.62; Wausau Equipment Company Inc, 2,659.54; Wesco Receivables Corp, 19,821.83; Westcoast Rotor Inc, 2,500.88; Western Services LLC, 4,800.00; White's Frontier Motors, 784.24; WWG & PCA Assoc, 660.00; WYODAK Resources Development Corp, 37,009.68; Wyoming Department of Health, 936.00; Wyoming Machinery Co, 89.50; Wyoming Marine, 2,338.87; Xerox Corporation, 26.65

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

Comments

Council Comments – Councilman Neary announced that the Gillette College basketball teams will host games with Casper College on Wednesday evening.

Mayor Carter-King proclaimed the week of February 3-9, 2020, as Wyoming Professional Water and Wastewater Operator Week.

Communications Manager Palazzari gave a video presentation of community events and information.

New Business – Minute Action

Councilman Brown made a motion to approve a professional services agreement for design services for the Wastewater Treatment Facility Headworks Improvements Project with HDR Engineering, Inc., in the amount of \$817,985; seconded by Councilman McLeland. Administrator Davidson explained the consideration. All voted aye. The motion carried.

Councilman Neary made a motion to approve a bid award for the annual Pavement Maintenance Project to Hardrives Construction, Inc., of Billings, Montana, in the amount of \$399,754.10 (1% Project); seconded by Councilman Montgomery. Administrator Davidson explained the consideration. All voted aye. The motion carried.

Councilman Brown made a motion to authorize the Mayor to Sign Amendment No. 3 of the Telecommunications Right-of-Way Use Agreement between the City of Gillette and Visionary Communications, Inc.; seconded by Councilman McLeland. Administrator Davidson explained the consideration. All voted aye. The motion carried.

Councilman McLeland made a motion to approve a bid award for four (4) new 2020, 3/4 ton, 4-wheel drive, long wheelbase, extended or double cab pickups with Spradley Barr Motors of Cheyenne, Wyoming, in the amount of \$120,492; seconded by Councilman Brown. Administrator Davidson explained the consideration. All voted aye. The motion carried.

Councilman Montgomery made a motion to approve a bid award for one (1) new 2020, 1 ton, 4-wheel drive, long wheelbase extended or box delete, crew cab pickup with Fremont Motors of Riverton, Wyoming, in the amount of \$30,913; seconded by Councilman McLeland. All voted aye. The motion carried.

Councilman Montgomery made a motion to approve a bid award for two (2) new 2020, 1 ton, 4-wheel drive, extended or crew cab, long bed cab and chassis pickups with Fremont Motors of Riverton, Wyoming, in the amount of \$66,852; seconded by Councilman McLeland. All voted aye. The motion carried.

Councilman McLeland made a motion to approve a bid award for two (2) new 2020, midsize all-wheel drive sport utility vehicles with Fremont Motors of Riverton, Wyoming, in the amount of \$58,246; seconded by Councilman Montgomery. All voted aye. The motion carried.

Councilman Neary made a motion to approve a bid award for one (1) new 2020, full-size, 4-door, 4-wheel drive, sport utility vehicle with Thunder Basin Ford of Gillette, Wyoming, in the amount of \$41,531.34; seconded by Councilman Brown. All voted aye. The motion carried.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 7:30 p.m. The next regularly scheduled meeting will be held on February 18, 2020, 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: February 12, 2020



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

An Ordinance Approving and Authorizing the Extension of the Boundaries of the City of Gillette, Wyoming, and Annexation of a Tract of Land Known as the Aspen Heights II Annexation, Entirely Adjacent and Contiguous to the Present Boundaries of the City of Gillette, Wyoming, Pursuant to W.S. 15-1-403, and Establishing a C-1, General Commercial Zoning District, Subject to all Planning Requirements. (Planning Commission Vote 5/0)

BACKGROUND:

Ordinance First Reading: 7/0

Ordinance Second Reading: 5/0 (Councilmen Carsrud and Lundvall absent)

During their regular scheduled meeting on December 17, 2019, the Governing Body of the City of Gillette approved Resolution No. 2715, initiating the annexation of 30.339 acres entirely adjacent and contiguous to the City of Gillette, Wyoming, pursuant to Wyoming Statute 15-1-403, known as the Aspen Heights II Annexation. A copy of Resolution No. 2715 and a copy of the proposed Aspen Heights II Annexation plat is part of the review packet. This case was approved by the Planning Commission during their January 14, 2020, meeting with a vote of 5/0.

A majority of the landowners owning a majority of the area sought to be annexed have petitioned the City to annex 30.339 acres into the City limits. The land is located generally west of South Douglas Highway and south of the existing City of Gillette corporate limits. The property is contiguous to the current City boundaries to the north and west. The site has mostly undeveloped agricultural land and a City-owned water tank. The owners desire to have the tract annexed and zoned for commercial uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

The proposed zoning of the area is C-1, General Commercial. The proposed zoning meets the intent of the Comprehensive Plan. The existing development pattern is compatible with the proposed zoning. The City Council will make the final zoning determination at the time of annexation.

Water and sewer services are available for the annexation area; currently the proposed area is generally raw land with Wheel Drive in a public access easement which is privately maintained. City owned and maintained water and sewer mains run north and south along the eastern boundary of Aspen Heights Addition. Gas and electric are available for extension as well. There are no known water wells, or septic systems on the property. There are two plugged and abandoned gas wells on the property. Required upgrades to the street network and to utilities is the responsibility of the property owners within the

annexation area. Road and utility extensions and connections will be determined at the time of development of the property.

All City infrastructure will be available for the private landowner's use as the terms of the annexation report state. The benefits to the land owner include having access to City services which provide long-term security. Any future development or construction will be reviewed by the City and shall meet City standards.

There is no significant City investment required in support of this annexation for water, sewer, streets, drainage or parks.

The only additional tax upon landowners resulting from annexation is an additional 8 mills (\$8.00 per \$1,000 of assessed value) collected by the City for General Operation of the City. The County Tax Assessor's Office is responsible for establishing the classification of property, assessed value and the assessment rate.

As per the State of Wyoming Statute 15-1-402, each landowner was provided a letter by certified mail including the Public Hearing Notice outlining specific items such as water and sewer services, electrical services as well as a more comprehensive outline of the items previously mentioned.

ACTUAL COST VS. BUDGET:

The City has budgeted \$1,000 for inclusion of the Southern Drive Water Tank site on the annexation plat.

SUGGESTED MOTION:

I move for Approval of an Ordinance Approving and Authorizing the Extension of the Boundaries of the City of Gillette, Wyoming, and Annexation of a Tract of Land Known as the Aspen Heights II Annexation, Entirely Adjacent and Contiguous to the Present Boundaries of the City of Gillette, Wyoming, Pursuant to W.S. 15-1-403, and Establishing a C-1, General Commercial Zoning District, Subject to all planning requirements on third and final reading

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> Planning Commission Minutes 01/14/20
<input type="checkbox"/> Planning Requirements
<input type="checkbox"/> Exhibit "A" - Annexation Plat
<input type="checkbox"/> Ariel and Vicinity Map
<input type="checkbox"/> Annexation Boundary with 1/2 Mile Buffer
<input type="checkbox"/> Resolution 2715
<input type="checkbox"/> Draft Resolution
<input type="checkbox"/> Draft Ordinance
<input type="checkbox"/> Public Hearing Notice
<input type="checkbox"/> Certificate of Determination

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall
January 14, 2020

PRESENT

Commission Members Present: Chairman Jim Nielsen, Vice-Chair Reardon, Ryan Conklin, Trevor Matson and Jennifer Tuomela.

Commission Members Absent: Ted Jerred and Sheryl Martin

Staff Present: Clark Sanders, Planner; Meredith Duvall, Planner; and Jill McCarty, Sr. 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 Trevor Matson to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of October 8, 2019. Vice-Chair Reardon seconded the motion. Motion carried 5/0.

19.039AP-
ANNEXATION PLAT-
Aspen Heights II
Annexation

The applicant, Leitzke Investments, LLC, has initiated the annexation of a tract of land adjacent and contiguous to the City of Gillette, Wyoming, pursuant to Wyoming Statute 15-1-403, known as the Aspen Heights II Annexation.

The land is located generally west of South Douglas Highway and south of the existing City of Gillette corporate limits. The owners desire to have the Tract annexed and zoned for commercial uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

All City infrastructure will be available for the private landowner's use as the terms of the annexation report state. The benefits to the land owner include having access to City services which provide long-term security. Any future development or construction will be reviewed by the City and shall meet City standards.

Clark Sanders said there were no calls from the public received by the Planning Division regarding the case.

Chairman Nielsen asked if there the owners of the adjacent properties had been approached by the city regarding annexing their properties at the same time this would. Clark said they were contacted, however, they were not interested.

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

19.040Z-ZONING MAP
AMENDMENT-Lots 2A,
Betcher II Subdivision

The owner, John Melgaard, Jr., is proposing to rezone two (2) acres of land located south of East Shoshone Ave and west of Butler Spaeth Road.

This proposed rezone will match the adjoining I-1, Light Industrial District to the north in Lot 2A, Betcher II Subdivision. The proposed lot for rezone is vacant of any structure. Without the rezone of the south 297.24 feet, Lot 2A would be split zoned which is not in conformance with the Zoning Ordinance. The recently approved Betcher II subdivision created the split-zoning on Lot 2A, Betcher II Subdivision.

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

There being no further comments or questions, Ryan Conklin made a motion to approve the case. Trevor Matson seconded the motion. Motion carried 5/0.

OLD BUSINESS

None

NEW BUSINESS

Clark Sanders said there would be no meeting on January 28, 2020, or February 11, 2020, as there were no cases to be presented for those meetings.

ADJOURNMENT

The meeting adjourned at 7:10 p.m.

Minutes taken and prepared by Jill McCarty, Sr. Admin Assistant.

Planning Requirements

19.039AP

Annexation Plat - Aspen Heights II Annexation

PLANNING REQUIREMENTS:

NONE

EXHIBIT "A"

ANNEXATION PLAT
ASPEN HEIGHTS II ANNEXATION

SITUATED IN THE SE1/4 OF SECTION 3, T49N, R72W
OF THE SIXTH P.M., CAMPBELL COUNTY, WYOMING

ANNEXATION CERTIFICATE

This Annexation Plat, as it is described and as it appears on this plat, is a true and correct map of the area to be annexed and is made with the desires of the undersigned owner and proprietors and is a correct plat of the area.

Executed this ____ day of _____, A.D., 20 ____ by:

Owners:
LEITZKE INVESTMENTS, LLC

Douglas J. Leitzke, Member for LEITZKE INVESTMENTS, LLC

This Annexation Plat, as it is described and as it appears on this plat, is a true and correct map of the area to be annexed and is made with the desires of the undersigned owner and proprietors and is a correct plat of the area.

Executed this ____ day of _____, A.D., 20 ____ by:

Owners:
CITY OF GILLETTE

Mayor

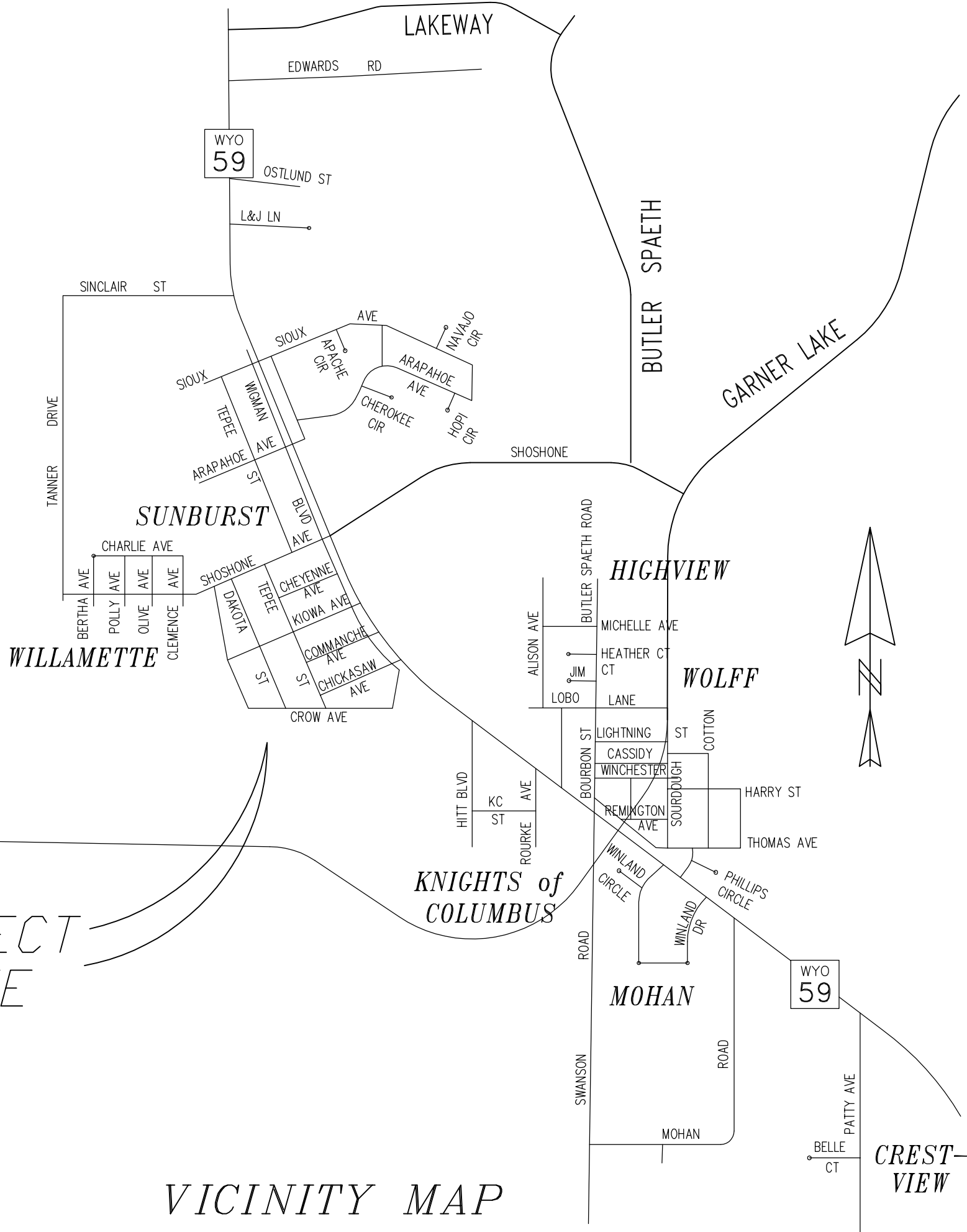
Attest: City Clerk

DESCRIPTION

A tract of land being part of the SE1/4 of Section 3, Township 49 North, Range 72 West of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3; Thence S89°51'51"W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive; Thence N78°57'15"W along the said North right of way of Southern Drive a distance of 64.12 feet; Thence S89°51'54"W along the said North right of way of Southern Drive a distance of 736.36 feet; Thence N00°12'19"E a distance of 652.36 feet; Thence N89°47'45"E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition; Thence N89°48'45"E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition; Thence N00°10'27"E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4; Thence N89°48'07"E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3; Thence S00°13'50"W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.



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 Clerk and Recorder at ____ o'clock ____ m., ____ day of _____, 20____, and is duly recorded in Book _____, Page No. ____.

County Clerk

ANNEXATION PLAT

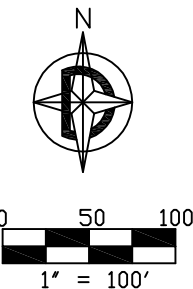
ASPEN HEIGHTS II ANNEXATION
GILLETTE, WYOMING

Prepared for:
DOYLE LEITZKE
333 ELK VALLEY ROAD
GILLETTE, WY 82718

Prepared by:
DOYLE SURVEYING INC.
801 E 4TH ST
Suite 15
Gillette, WY 82716
PH: (307) 686-2410

Date of Preparation: JANUARY, 2019

SHT 1 OF 1



UNPLATTED

UNPLATTED

LEGEND

- FOUND CORNER
- SET 5/8" REBAR WITH ALUM CAP "RLS 2333"
- BENCHMARK: LOCAL CONTROL

SUMMARY

AREA: 30.339 AC
ZONING: C-1

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 ASPEN HEIGHTS II ANNEXATION, 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 City of Gillette regulations governing the annexation of the land.



STATE OF WYOMING)
) ss.
COUNTY OF CAMPBELL)

The foregoing instrument was acknowledged before me this ____ day of _____, A.D., 20____, by Douglas J. Leitzke as Member for LEITZKE INVESTMENTS, LLC as a fee and voluntary act and deed.
Witness my hand and official seal.

Notary Public

My Commission Expires _____

STATE OF WYOMING)
) ss.
COUNTY OF CAMPBELL)


The foregoing instrument was acknowledged before me this ____ day of _____, A.D., 20____, by Louise Carter King as Mayor for the CITY OF GILLETTE as a fee and voluntary act and deed.
Witness my hand and official seal.

Notary Public

My Commission Expires _____

Aspen Heights II Annexation





CITY OF GILLETTE
GIS Division
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

City of Gillette, GIS Division, Campbell County, City of Gillette, GIS Division, National Hydrography Dataset, City of Gillette, GIS

Legend

Major Roads

Interstate

Highway

Street

Road Centerlines

Lake

Subdivisions

Parcel Legal Description

City Limits

Inside City Limits

Outside City Limits

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.

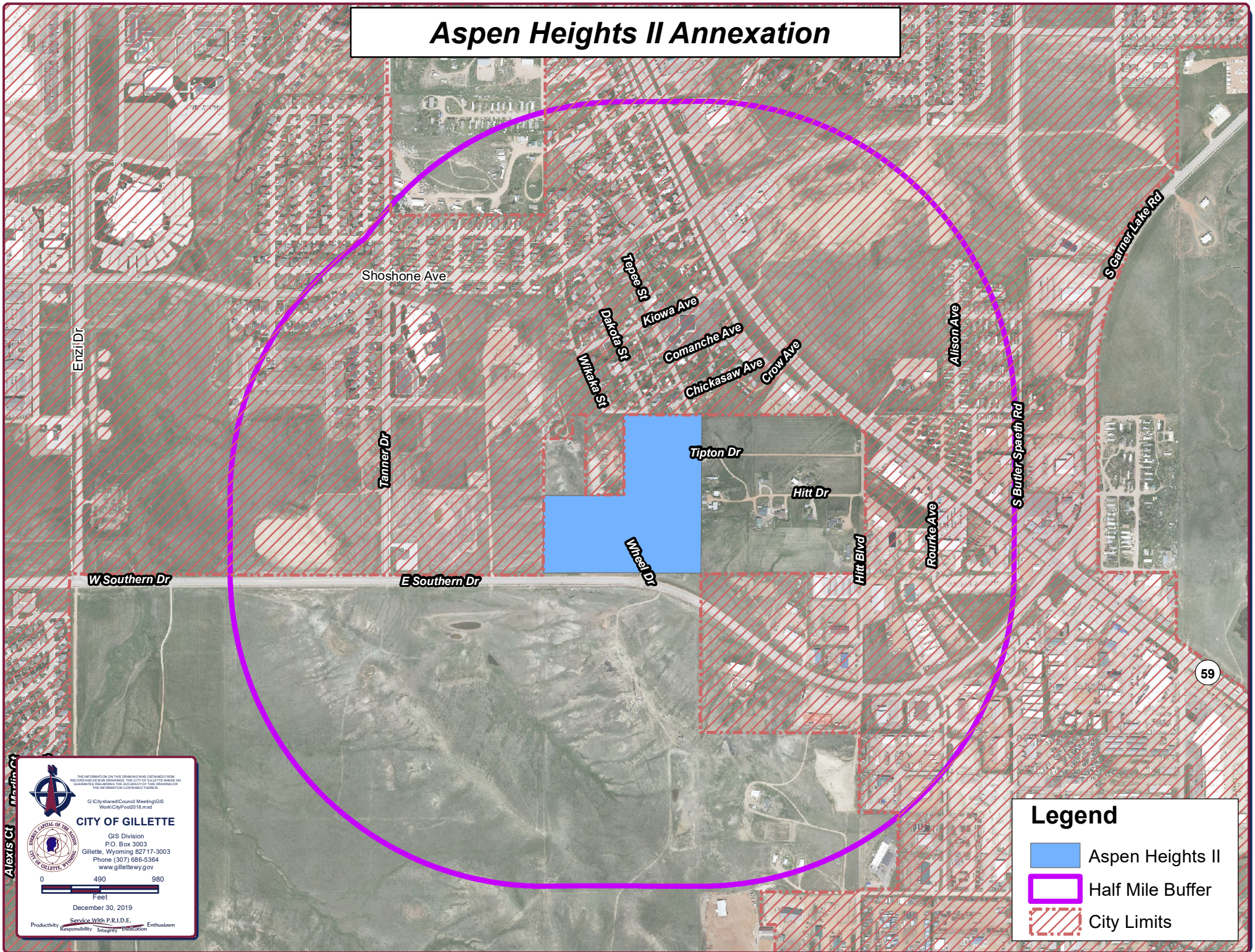


1 inch = 333.33 feet

1 in = 0.06 miles

June 12, 2019
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

Aspen Heights II Annexation



Legend

- Aspen Heights II
- Half Mile Buffer
- City Limits

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

G:\CityShared\Council Meeting\GIS
Work\CityProc2018.mxd

CITY OF GILLETTE

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

0 490 980
Feet

December 30, 2019

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

RESOLUTION NO. 2715

A RESOLUTION INITIATING ANNEXATION OF A TRACT OF LAND CONTIGUOUS TO THE CITY OF GILLETTE, WYOMING, PURSUANT TO W.S. 15-1-403 AND 15-1-405, GENERALLY KNOWN AS ASPEN HEIGHTS II, AND ESTABLISHING A PUBLIC HEARING DATE OF JANUARY 21, 2020 FOR THE ANNEXATION PUBLIC HEARING TO DETERMINE IF THE PROPOSED ANNEXATION COMPLIES WITH W.S. 15-1-402.

WHEREAS, a written petition for annexation has been filed with the Gillette City Clerk by the majority of the owners owning a majority of the area sought to be annexed, and;

WHEREAS, the City Council finds that it is in the best interest of the City that this tract of land, which is adjacent and contiguous to the boundaries of the City, should be annexed to the City, and that a Public Hearing shall be established pursuant to W.S. 15-1-405.

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

1. The area sought to be annexed known as the Aspen Heights II Annexation is more particularly described as follows:

**Legal Description for Annexation of Land
Into the City of Gillette, Wyoming**

Aspen Heights II

A tract of land being a part of the SE1/4 of Section 3, T49N, R72W of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3;

Thence S89°51'51" W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive;

Thence N78°57'15" W along the said North right of way of Southern Drive a distance of 64.12 feet;

Thence S89°51'54" W along the said North right of way of Southern Drive a distance of 736.36 feet;

Thence N00°12'19" E a distance of 652.36 feet;

Thence N89°47'45" E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition;

Thence N89°48'45" E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition;

Thence N00°10'27" E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4;

Thence N89°48'07" E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3;

Thence S00°13'50" W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.

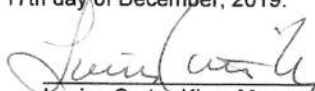
A map of the Aspen Heights II annexation showing the land area is attached to this Resolution as Exhibit "A". The owners of the tracts of land sought to be annexed and the owners' mailing addresses are listed in Exhibit "B", which is also attached. An annexation report explaining the terms and conditions of the annexation will be prepared and will be distributed to the landowners in accordance with State Statutes.

2. The City Clerk has certified that the Petitions comply with the requirements of W.S. 15-1-403 and shall follow the procedures outlined in W.S. 15-1-401 through 15-1-422. The Certificate of Determination is attached as Exhibit "C".

3. A public hearing in this matter shall be held on January 21, 2020 at 7:00 o'clock p.m. or as soon thereafter as the Council agenda allows, in the Council Chambers, City Hall, Gillette, Wyoming, to determine whether the proposed annexation complies with W.S. 15-1-402.

4. The City Clerk is directed to give notice of the public hearing by publishing a notice at least twice in the Gillette News Record, with the first notice published at least fifteen (15) business days prior to the date of the public hearing and by mailing a certified copy of the published notice to the owners of the tract sought to be annexed and those listed in the Adjacent Landowner List at the addresses used to mail County tax notices. Such notices shall contain the legal description and a map of the area to be annexed.

PASSED, APPROVED, AND ADOPTED this 17th day of December, 2019.


Louise Carter-King, Mayor

(SEAL)

ATTEST:


Cindy Staskiewicz, City Clerk

EXHIBIT "B"

Property Owners within Annexation

Leitzke Investments LLC
333 Elk Valley Rd
Gillette, WY 82718

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

EXHIBIT "C"

**Certification of Determination
of Substantial Compliance of Annexation Petition**

STATE OF WYOMING)
) ss.
COUNTY of Campbell)

TO THE HONORABLE MAYOR AND CITY COUNCIL OF
GILLETTE, WYOMING:

Comes now the undersigned Gillette City Clerk, Cindy Staskiewicz and by affixing her name hereto respectfully shows and certifies to the City Council and Mayor of the City of Gillette, Campbell County, Wyoming, as follows:

1. A Petition to Annex was filed in the office of Gillette City Clerk on November 19, 2019, for a tract of land now part of the annexation area to be known as Aspen Heights II, contiguous or adjacent to the City of Gillette.

2. Petitions were signed by the Landowner(s) on Exhibit A, attached hereto.

3. The petitions are signed and dated by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property.

4. The petitions contain the following detailed information: a legal description of the area sought to be annexed; a request that the described territory be annexed; a statement that each signer is an owner of land and a description of his land within the area proposed to be annexed; and a map of the area.

5. No signature presently presented as a Petition for Annexation is dated more than one hundred eighty (180) days prior to the date of the filing of the Petition. With regard to any Annexation Agreement and Petition Non-Contiguous Property, not more than one hundred eighty (180) days has elapsed since the City has made a determination to file the Annexation Agreements with the Gillette City Clerk and fulfilling the requirements of those Annexation Agreements.

6. The petition substantially complies with W.S. § 15-1-401 through 15-1-422 (LexisNexis 2017).

FURTHER THE AFFIANT SAYETH NAUGHT.

DATED this 27th day of November, 2019.

Cindy Staskiewicz
Cindy Staskiewicz
Clerk of the City of Gillette, Wyoming

Cindy Staskiewicz, being first duly sworn, deposes and says that she is the Clerk for the City of Gillette, Wyoming, that she has read the foregoing Affidavit of Service, knows the contents thereof, and that the facts therein set forth are true.

Cindy Staskiewicz
Cindy Staskiewicz
Clerk of the City of Gillette, Wyoming

STATE OF WYOMING)
) ss.
COUNTY of Campbell)

The foregoing instrument was acknowledged before me by Cindy Staskiewicz, Clerk of the City of Gillette, Wyoming, on this 25th day of November, 2019.

Witness my hand and official seal.



[Signature]
Notary Public

My commission expires:
2/19/2020



CITY OF GILLETTE

Development Services
Planning Division
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5281
www.gillettewy.gov

EXHIBIT "A" Annexation Plat

This application is for an annexation plat and the accompanying checklist is to be used by the applicant to ensure the application is correct and complete upon submittal. All supporting documentation is required at the time of submittal.

Please complete the application and address all items. If something is not applicable, check the N/A box and include any necessary explanation on a separate sheet. This checklist is required with the submittal. The checklist serves only as a guide and the details of the requirements are contained within the Wyoming State Statutes, City of Gillette Subdivision Regulations, Zoning Ordinance, Design Standards, and other city regulations.

All applications are required to be submitted through the city's ePlans system. Please submit all supplemental information along with two (2) 24"x36" and one (1) 11"x17" paper copies of the plat to the Planning Division prior to the submittal deadline. After submittal, you will receive an email inviting you to upload the plat into ePlans.

Should you have questions, please contact the Planning Division at (307) 686-5281.

Annexation Application:

Name of annexation: ASPEN HEIGHTS II ANNEXATION

Total area of the subdivision: 30.339 acres.

Total area of rights-of-way: N/A acres.

Existing zoning of the property in the county: AL

Proposed zoning of the property: C1

Owner:

Name Leitzke Investments LLC
Address 3333 Elk Valley Road
City Gillette State WY Zip 82718
Phone number 307-660-3684
Email address doug@outletgillette.com

Agent:

Name Richard T. Doyle
Company Doyle Surveying Inc.
Address 801 East Fourth St., Ste. 15
City Gillette State WY Zip 82716
Phone number 307-686-2410
Email address dls@vcn.com

Engineer:

Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone number _____
Email address _____

Surveyor:

Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone number _____
Email address _____

Narrative explanation of the annexation:
To facilitate development

Annexation Checklist:

1. Plat Requirements

INCLUDED	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. Title
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. Name of the annexation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. Owner/developer, agent, and engineering/surveying firm information (contact information)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. Wyoming license number for surveyors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. Label as annexation plat
<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. Date of preparation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	g. Required certifications
<input checked="" type="checkbox"/>	<input type="checkbox"/>	h. North arrow, scale (no smaller than 1" equals 200 ft.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	i. Legend and summary table
<input checked="" type="checkbox"/>	<input type="checkbox"/>	j. Vicinity map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	k. Description of boundaries, control monuments, benchmark, basis of bearing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	l. Legal description of annexation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	m. Floodplain areas (if applicable)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	n. Significant natural features or hazards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	o. Any existing wells (water, methane, or oil)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	p. Show lots and blocks of all existing lots in greyscale
<input checked="" type="checkbox"/>	<input type="checkbox"/>	q. Fonts large enough to be readable, show annexation boundary as a thick line

Form 2 of 6 - Annexation Plat

Plat Requirements (Continued)

INCLUDED N/A

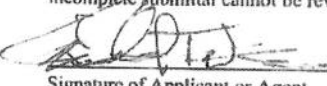
- | | | |
|-------------------------------------|--------------------------|---------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | r. Existing street shown and labeled |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | s. Distances and bearings for all boundaries shown on plat |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | t. Curve descriptions for all line arcs with chord bearings, lengths, and radii |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | u. Certification language, dedications, approval statements and |

2. Other Required Supplemental Information

INCLUDED N/A

- | | | |
|-------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | a. Total amount of annexation plat review fee - \$475.00 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | b. Two (2) 24" x 36" and one (1) 11"x17" paper copy of the plat. Plat shall be prepared by a licensed Wyoming engineer, surveyor, or architect |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | c. Title report (showing ownership and easements) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | d. Excel document (.xls/.xlsx) of surrounding property owner mailing list within 140 ft. from all boundaries not including rights-of-way or alleys for Planning Commission |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | e. Excel document (.xls/.xlsx) of surrounding property owner mailing list of owners in the county that will be within 1/2-mile of the new city limit boundary for advertising |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | f. Word document (.doc/.docx) of the metes and bounds legal description for outer boundary and each proposed zoning district |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | g. Petition to Annex and Petition to Zone documents |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | h. Plat uploaded into ePlans (after initial submittal) |

This form has been completed under my supervision, and the annexation plat submittal is complete in conformance with the City of Gillette Subdivision Regulations and Design Standards. I understand that an incomplete submittal cannot be reviewed.



Signature of Applicant or Agent

11/19/19

Date

Form 4 of 6 - Annexation Plat

Comes now the undersigned and by affixing their names hereto, respectfully shows to the City Council and Mayor of the City of Gillette, Campbell County, Wyoming, as follows:

- DATED this 19 day of November, 20 19.

Printed Name _____

Printed Name _____

(Attach additional sheets of owners and witness signatures and printed names if necessary)

LEGAL DESCRIPTION

A tract of land being a part of the SE1/4 of Section 3, T49N,R72W of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3;

Thence S89°51'51" W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive;

Thence N78°57'15" W along the said North right of way of Southern Drive a distance of 64.12 feet;

Thence S89°51'54" W along the said North right of way of Southern Drive a distance of 736.36 feet;

Thence N00°12'19" E a distance of 652.36 feet;

Thence N89°47'45" E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition;

Thence N89°48'45" E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition;

Thence N00°10'27" E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4;

Thence N89°48'07" E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3;

Thence S00°13'50" W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.

RESOLUTION NO.

A RESOLUTION CERTIFYING COMPLIANCE WITH W.S. 15-1-402
FOR THE EXTENSION OF THE BOUNDARIES
OF THE CITY OF GILLETTE, WYOMING, AND
ANNEXATION OF A TRACT OF LAND KNOWN AS THE
ASPEN HEIGHTS II ANNEXATION,
ENTIRELY ADJACENT AND CONTIGUOUS TO THE
PRESENT BOUNDARIES OF THE CITY OF GILLETTE, WYOMING,
PURSUANT TO W.S. 15-1-403

WHEREAS, the Governing Body of the City of Gillette, Wyoming finds that it is in the best interest of the City that this tract of land, which is adjacent and contiguous to the boundaries of the City should be annexed to the City; and

WHEREAS, The Landowner has initiated the annexation of a tract of land entirely adjacent and contiguous to the City of Gillette, Wyoming pursuant to Wyoming Statute 15-1-403, knows as the Aspen Heights II Annexation;

WHEREAS, The Governing Body of the City of Gillette passed and approved Resolution No. 2715 at its regular meeting on December 17, 2019; directing the preparation and distribution of an Annexation Report in accordance with Wyoming Statutes; directing the publication of a public hearing notice, establishing a date for a public hearing at the hour of 7:00 o'clock p.m., on January 21, 2020 in the City Council Chambers, City Hall, Gillette, Wyoming and ordering that Notice be sent to the owners of the tracts described therein.

BE IT RESOLVED by the Governing Body of the City of Gillette, Wyoming:

1. That an Annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the City;
2. That the urban development of the area sought to be annexed would constitute a natural, geographic, economical and social part of the City;
3. That the area sought to be annexed is a logical and feasible addition to Gillette, and that the extension of basic services such as water and sewer systems, police and fire protection and other services customarily available to residents of this City, can reasonably be furnished to the area proposed to be annexed, it being understood that the Landowners shall be financially responsible for the extension and construction of said water and sewer services at the time of future development in accordance with City of Gillette Zoning, Design and Construction Standards and in accordance with the Annexation Report prepared for each Landowner;
4. That the area sought to be annexed is contiguous and adjacent to the City of Gillette;
5. That the area sought to be annexed known as the Aspen Heights II Annexation is more particularly described as follows:

Legal Description – Aspen Heights II Annexation

A tract of land being a part of the SE1/4 of Section 3, T49N, R72W of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3;

Thence S89°51'51" W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive;

Thence N78°57'15" W along the said North right of way of Southern Drive a distance of 64.12 feet;

Thence S89°51'54" W along the said North right of way of Southern Drive a distance of 736.36 feet;

Thence N00°12'19" E a distance of 652.36 feet;

Thence N89°47'45" E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition;

Thence N89°48'45" E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition;

Thence N00°10'27" E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4;

Thence N89°48'07" E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3;

Thence S00°13'50" W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.

6. The Governing Body of the City of Gillette certifies compliance with Wyoming Statute 15-1-402 pursuant to Wyoming Statute 15-1-402(b).

DATED this _____ day of _____, 20_____.

CITY OF GILLETTE, WYOMING

Louise Carter-King, Mayor

(S E A L)

ATTEST:

Cindy Staskiewicz, City Clerk

ORDINANCE NO.

AN ORDINANCE APPROVING AND AUTHORIZING THE EXTENSION OF THE BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, AND ANNEXATION OF A TRACT OF LAND KNOWN AS THE ASPEN HEIGHTS II ANNEXATION, ENTIRELY ADJACENT AND CONTIGUOUS TO THE PRESENT BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, PURSUANT TO W.S. 15-1-403, AND ESTABLISHING A C-1, GENERAL COMMERCIAL ZONING DISTRICT, SUBJECT TO ALL PLANNING REQUIREMENTS

ANNEXATION PLAT PARCEL LOCATED IN THE SE1/4 OF SECTION 3, TOWNSHIP 49 NORTH, RANGE 72 WEST OF THE SIXTH PRINCIPAL MERIDIAN, CAMPBELL COUNTY, WYOMING

WHEREAS, The Landowner has initiated the annexation of a tract of land entirely adjacent and contiguous to the City of Gillette, Wyoming pursuant to Wyoming Statute 15-1-403, known as the Aspen Heights II Annexation;

WHEREAS, The Governing Body of the City of Gillette passed and approved Resolution No. 2715 at its regular meeting on December 17, 2019; directing the preparation and distribution of an Annexation Report in accordance with Wyoming Statutes; directing the publication of a public hearing notice, establishing a date for a public hearing at the hour of 7:00 o'clock p.m., on January 21, 2019 in the City Council Chambers, City Hall, Gillette, Wyoming and ordering that Notice be sent to the owners of the tracts described therein;

WHEREAS, a Notice of Hearing in compliance with Wyoming Statutes 15-1-405, was published in the Gillette News Record on December 27, 2019 and January 3, 2020; and the public hearing notice were mailed to the owners of the tracts of land as required by law, by certified mail at least 15 business days prior to the public hearing along with a copy of the Annexation Report pursuant to Wyoming Statutes 15-1-402; the public hearing was held as advertised, on January 21, 2020, in the City Council Chambers, City Hall, Gillette, Wyoming, at which time the City Council did unanimously find that the requirements of Wyoming Statutes 15-1-402, were satisfied and that the area to be annexed is adjacent and contiguous to the corporate limits of the City of Gillette and that said areas should be annexed to the City;

WHEREAS, the City Council did find by Resolution dated December 17, 2019 the necessary tests enunciated by Wyoming Statutes 15-1-402 were satisfied; and that the said Governing Body has determined that the area should be included within the corporate limits of said City of Gillette, Wyoming;

WHEREAS, a Public Hearing for the January 21, 2020 City of Gillette Planning Commission Meeting was duly advertised; and

WHEREAS, the City of Gillette Planning Commission by a majority vote of its members on January 14, 2020 reviewed the request and recommended that the request for Annexation be approved by the Gillette Governing Body and further recommended that the tract to be annexed be zoned C-1, General Commercial Zoning District.

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

Section 1. That pursuant to the petition filed with the City Council of the City of Gillette, Wyoming, there is hereby annexed to and included in the boundaries of the City of Gillette, Wyoming, the tract of land more fully described within the Annexation Plat labelled as Exhibit "A", attached hereto and incorporated herein by this reference.

Section 2. That all previous Ordinances defining the boundaries of the said City of Gillette, Wyoming, shall be and the same are hereby amended to include the area as herein described; and all Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed to the extent of any inconsistency.

Section 3. That an area of land known as the Aspen Heights II Annexation, as shown on the Annexation Plat, known as Exhibit "A". Campbell County, Wyoming is composed

of one tract of land. The parcel of land for the Annexation is to be zoned C-1, General Commercial Zoning District. The property to be zoned is legally described as follows:

The following property is to be zoned C-1, General Commercial Zoning District:

Legal Description

A tract of land being a part of the SE1/4 of Section 3, T49N, R72W of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3;

Thence S89°51'51" W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive;

Thence N78°57'15" W along the said North right of way of Southern Drive a distance of 64.12 feet;

Thence S89°51'54" W along the said North right of way of Southern Drive a distance of 736.36 feet;

Thence N00°12'19" E a distance of 652.36 feet;

Thence N89°47'45" E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition;

Thence N89°48'45" E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition;

Thence N00°10'27" E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4;

Thence N89°48'07" E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3;

Thence S00°13'50" W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.

Section 4. That the Annexation Plat of the Aspen Heights II Annexation, Campbell County, Wyoming as prepared by Doyle Surveying, Inc., Signed by Richard T. Doyle, Registered Land Surveyor, Wyoming Registration No. 2333, is made a part hereof and incorporated herein by this reference and is hereby approved for filing with the Campbell County Clerk and Ex-officio Recorder of Deeds.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2020.

CITY OF GILLETTE, WYOMING

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 _____, 2020, before me personally appeared Louise Carter-King, to me personally known, who being by me duly sworn, did say that she 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:

NOTICE OF ANNEXATION HEARING

Notice is hereby given that the City Council of the City of Gillette, County of Campbell, State of Wyoming, will hold a public hearing according to Wyoming Statute 15-1-405 to determine whether the area generally known as the Aspen Heights II Annexation complies with the terms of W. S. 15-1-403. The hearing is scheduled for January 21, 2020, at 7:00 o'clock p.m., or as soon thereafter as the council agenda allows, in the Council Chambers, City Hall, Gillette, Wyoming, at which time all comments will be heard on the annexation of said property. City Hall is located at 201 East 5th Street, Gillette, Wyoming.

The Aspen Heights II Annexation is more particularly described as follows:

Legal Description Aspen Heights II

A tract of land being a part of the SE1/4 of Section 3, T49N, R72W of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3;

Thence S89°51'51" W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive;

Thence N78°57'15" W along the said North right of way of Southern Drive a distance of 64.12 feet;

Thence S89°51'54" W along the said North right of way of Southern Drive a distance of 736.36 feet;

Thence N00°12'19" E a distance of 652.36 feet;

Thence N89°47'45" E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition;

Thence N89°48'45" E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition;

Thence N00°10'27" E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4;

Thence N89°48'07" E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3;

Thence S00°13'50" W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.

The Aspen Heights II Annexation is shown on the following Map, marked Exhibit A.

Summary of Annexation Report

A majority of the landowners owning a majority of the area sought to be annexed have petitioned the City to annex 30.339 acres into the City limits. The land is located generally west of South Douglas Highway south of the existing City of Gillette corporate limits. The property is contiguous to the current City boundaries to the north, east, and west. The site has mostly undeveloped agricultural land and a City-owned water tank. The owners desire to have the Tract annexed and zoned for commercial uses with access to City services.

Any future development or construction will be reviewed by the City and shall meet City standards.

There is no significant City investment required in support of this annexation for water, sewer, streets, drainage or parks. The City had budgeted \$1,000 for a portion of the annexation plat. This area is a logical extension of the City limits and will be serviceable. The proposed zoning of the area is C-1, General Commercial. The proposed zoning meets the intent of the Comprehensive Plan. The existing development pattern is compatible with the proposed zoning. The City Council will make the final zoning determination at the time of annexation. Water and Sewer services are available for the annexation area; currently the proposed area is generally raw land with a private drive in an access easement. Water and sewer mains run north and south along the eastern boundary of Aspen Heights I. Gas and electric are available for extension as well. There are no known water wells, or septic systems on the property. Required upgrades to utilities is the responsibility of the property owners within the annexation area. Road and utility extensions and connections will be determined at the time of development of the property. For further detailed information citizens can call the City of Gillette Planning Office at 307-686-5281.

Cindy Staskiewicz, City Clerk

Publish two times: December 27, 2019
January 3, 2020

Attachment: Exhibit A Map – Annexation Plat for Aspen Heights II Annexation

**Certification of Determination
of Substantial Compliance of Annexation Petition**

STATE OF WYOMING)
) ss.
COUNTY of Campbell)

TO THE HONORABLE MAYOR AND CITY COUNCIL OF
GILLETTE, WYOMING:

Comes now the undersigned Gillette City Clerk, Cindy Staskiewicz and by affixing her name hereto respectfully shows and certifies to the City Council and Mayor of the City of Gillette, Campbell County, Wyoming, as follows:

1. A Petition to Annex was filed in the office of Gillette City Clerk on November 19, 2019, for a tract of land now part of the annexation area to be known as Aspen Heights II, contiguous or adjacent to the City of Gillette.

2. Petitions were signed by the Landowner(s) on Exhibit A, attached hereto.

3. The petitions are signed and dated by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property.


4. The petitions contain the following detailed information: a legal description of the area sought to be annexed; a request that the described territory be annexed; a statement that each signer is an owner of land and a description of his land within the area proposed to be annexed; and a map of the area.

5. No signature presently presented as a Petition for Annexation is dated more than one hundred eighty (180) days prior to the date of the filing of the Petition. With regard to any Annexation Agreement and Petition Non-Contiguous Property, not more than one hundred eighty (180) days has elapsed since the City has made a determination to file the Annexation Agreements with the Gillette City Clerk and fulfilling the requirements of those Annexation Agreements.

6. The petition substantially complies with W.S. § 15-1-401 through 15-1-422 (LexisNexis 2017).

FURTHER THE AFFIANT SAYETH NAUGHT.

DATED this 25th day of November, 2019.


Cindy Staskiewicz
Clerk of the City of Gillette, Wyoming

Cindy Staskiewicz, being first duly sworn, deposes and says that she is the Clerk for the City of Gillette, Wyoming, that she has read the foregoing Affidavit of Service, knows the contents thereof, and that the facts therein set forth are true.

Cindy Staskiewicz
Cindy Staskiewicz
Clerk of the City of Gillette, Wyoming

STATE OF WYOMING)
) ss.
COUNTY of Campbell)

The foregoing instrument was acknowledged before me by Cindy Staskiewicz, Clerk of the City of Gillette, Wyoming, on this 25th day of November, 2019.

Witness my hand and official seal.



Misti Crawford
Notary Public

My commission expires:
2/19/2020



CITY OF GILLETTE

Development Services
Planning Division

201 E. 5th Street • Gillette, Wyoming 82716

Phone 307.686.5281

www.gillettewy.gov

EXHIBIT "A" Annexation Plat

This application is for an annexation plat and the accompanying checklist is to be used by the applicant to ensure the application is correct and complete upon submittal. All supporting documentation is required at the time of submittal.

Please complete the application and address all items. If something is not applicable, check the N/A box and include any necessary explanation on a separate sheet. This checklist is required with the submittal. The checklist serves only as a guide and the details of the requirements are contained within the Wyoming State Statutes, City of Gillette Subdivision Regulations, Zoning Ordinance, Design Standards, and other city regulations.

All applications are required to be submitted through the city's ePlans system. Please submit all supplemental information along with two (2) 24"x36" and one (1) 11"x17" paper copies of the plat to the Planning Division prior to the submittal deadline. After submittal, you will receive an email inviting you to upload the plat into ePlans.

Should you have questions, please contact the Planning Division at (307) 686-5281.

Annexation Application:

Name of annexation: ASPEN HEIGHTS II ANNEXATION

Total area of the subdivision: 30.339 acres.

Total area of rights-of-way: N/A acres.

Existing zoning of the property in the county: AL

Proposed zoning of the property: C1

Owner:

Name Leitzke Investments LLC
Address 3333 Elk Valley Road
City Gillette State WY Zip 82718
Phone number 307-660-3684
Email address doug@outletgillette.com

Agent:

Name Richard T. Doyle
Company Doyle Surveying Inc.
Address 801 East Fouth St., Ste. 15
City Gillette State WY Zip 82716
Phone number 307-686-2410
Email address dls@vcn.com

Engineer:

Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone number _____
Email address _____

Surveyor:

Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone number _____
Email address _____

Narrative explanation of the annexation:
To facilitate development

Annexation Checklist:

1. Plat Requirements

INCLUDED	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. Title
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. Name of the annexation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. Owner/developer, agent, and engineering/surveying firm information (contact information)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. Wyoming license number for surveyors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. Label as annexation plat
<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. Date of preparation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	g. Required certifications
<input checked="" type="checkbox"/>	<input type="checkbox"/>	h. North arrow, scale (no smaller than 1" equals 200 ft.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	i. Legend and summary table
<input checked="" type="checkbox"/>	<input type="checkbox"/>	j. Vicinity map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	k. Description of boundaries, control monuments, benchmark, basis of bearing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	l. Legal description of annexation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	m. Floodplain areas (if applicable)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	n. Significant natural features or hazards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	o. Any existing wells (water, methane, or oil)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	p. Show lots and blocks of all existing lots in greyscale
<input checked="" type="checkbox"/>	<input type="checkbox"/>	q. Fonts large enough to be readable, show annexation boundary as a thick line

Plat Requirements (Continued)

INCLUDED N/A



r. Existing street shown and labeled



s. Distances and bearings for all boundaries shown on plat



t. Curve descriptions for all line arcs with chord bearings, lengths, and radii



u. Certification language, dedications, approval statements and

2. Other Required Supplemental Information

INCLUDED N/A



a. Total amount of annexation plat review fee - \$475.00



b. Two (2) 24" x 36" and one (1) 11"x17" paper copy of the plat. Plat shall be prepared by a licensed Wyoming engineer, surveyor, or architect



c. Title report (showing ownership and easements)



d. Excel document (.xls/.xlsx) of surrounding property owner mailing list within 140 ft. from all boundaries not including rights-of-way or alleys for Planning Commission



e. Excel document (.xls/.xlsx) of surrounding property owner mailing list of owners in the county that will be within 1/2-mile of the new city limit boundary for advertising



f. Word document (.doc/.docx) of the metes and bounds legal description for outer boundary and each proposed zoning district

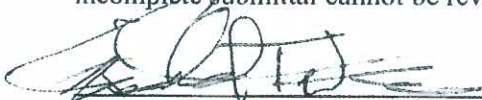


g. Petition to Annex and Petition to Zone documents



h. Plat uploaded into ePlans (after initial submittal)

This form has been completed under my supervision, and the annexation plat submittal is complete in conformance with the City of Gillette Subdivision Regulations and Design Standards. I understand that an incomplete submittal cannot be reviewed.



Signature of Applicant or Agent

11/19/19

Date


Landowner's Petition to Zone to the City of Gillette, Campbell County, Wyoming

TO: The Honorable Mayor and City Council of Gillette Wyoming:

Comes now the undersigned and by affixing their names hereto, respectfully shows to the City Council and Mayor of the City of Gillette, Campbell County, Wyoming, as follows:

1. That the undersigned, Leitzke Investments LLC is the owner(s) of land to be annexed to the City limits of the City of Gillette, which land is described in Exhibit A attached hereto. See Attached Legal Description
2. That attached hereto and made a part hereof is a map showing territory sought to be annexed and zoned.
3. That Leitzke Investments LLC, being the owner(s) of said land, request that said land be zoned C-1

DATED this 19 day of November, 2019.


Signature of Owner

Douglas J. Leitzke
Printed Name


Signature of Witness

Richard T. Doyle
Printed Name

(Attach additional sheets of owners and witness signatures and printed names if necessary)

Landowner's Petition to Annex Territory to the City of Gillette, Campbell County, Wyoming

TO: The Honorable Mayor and City Council of Gillette Wyoming:

Comes now the undersigned and by affixing their names hereto respectfully shows to the City Council and Mayor of the City of Gillette, Campbell County, Wyoming, as follows:

1. That the undersigned, Leitzke Investments LLC is the owner(s) of the land, which is contiguous to the city limits of the City of Gillette, which land is described as follows: See Attached Legal Description

Said tract of land contains 30.337 acres, more or less.

2. That attached hereto and made a part hereof is a map showing territory sought to be annexed.
3. That Leitzke Investments LLC being the owner(s) of the said land, respectfully request that said land be annexed to the City of Gillette, Campbell County, Wyoming.

DATED This 19 day of November, 2019.


Signature of Owner

Douglas J. Leitzke
Printed Name


Signature of Witness

Richard T. Doyle
Printed Name

(Attach additional sheets of owners and witness signatures and printed names if necessary)

LEGAL DESCRIPTION

A tract of land being a part of the SE1/4 of Section 3, T49N,R72W of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning at the Southeast corner of said Section 3;

Thence S89°51'51" W along the South line of said Section 3 a distance of 531.56 feet to the North right of way of Southern Drive;

Thence N78°57'15" W along the said North right of way of Southern Drive a distance of 64.12 feet;

Thence S89°51'54" W along the said North right of way of Southern Drive a distance of 736.36 feet;

Thence N00°12'19" E a distance of 652.36 feet;

Thence N89°47'45" E a distance of 352.67 feet to the Southwest corner of Aspen Heights Addition;

Thence N89°48'45" E along the South line of said Aspen Heights Addition a distance of 321.39 feet to the Southeast corner of said Aspen Heights Addition;

Thence N00°10'27" E along the East line of said Aspen Heights Addition a distance of 677.24 feet to the South line of Sunburst Subdivision No. 4;

Thence N89°48'07" E along the said South line of Sunburst Subdivision No. 4 a distance of 657.80 feet to the East line of said Section 3;

Thence S00°13'50" W along the said East line of Section 3 a distance of 1343.48 feet to the POINT OF BEGINNING.

Said tract of land contains 30.339 Acres, more or less, subject to all rights, restrictions, reservations and/or easements of sight and record.



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for the South 297.24 Feet of Lot 2A, Betcher II Subdivision, City of Gillette, Wyoming, from C-1, General Commercial District to I-1, Light Industrial District, Subject to all Planning Requirements. (Planning Commission Vote 5/0)

BACKGROUND:

Ordinance First Reading: 7/0

Ordinance Second Reading: 5/0 (Councilmen Carsrud and Lundvall absent)

The owner is proposing to rezone two (2) acres of land from C-1, General Commercial District to I-1, Light Industrial District. The property is located south of East Shoshone Ave and west of Butler Spaeth Road.

This case was approved by the Planning Commission during their January 14, 2020, meeting with a vote of 5/0.

The surrounding zoning is:

North – I-1, Light Industrial

East – I-1, Light Industrial

South C-1, General Commercial

West – C-1, General Commercial

This proposed rezone will match the adjoining I-1, Light Industrial District to the north in Lot 2A, Betcher II Subdivision. The proposed lot for rezone is vacant of any structure. Without the rezone of the south 297.24 feet, Lot 2A would be split zoned which is not in conformance with the Zoning Ordinance. The recently approved Betcher II subdivision created the split-zoning on Lot 2A, Betcher II Subdivision.

This zoning request is in accordance with the current Comprehensive Plan, the Future Land Use Plan calls for Multi-Family Residential and Mixed Use in this area. This zoning combined with the adjacent I-1, Light Industrial Zoning District meets the minimum size required for the I-1, Light Industrial District of 5 acres.

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 two (2) acres of land from C-1, General Commercial District to I-1, Light Industrial District, recognizes the current use of the property and to correct an error in the map.

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 the South 297.24 Feet of Lot 2A, Betcher II Subdivision, City of Gillette, Wyoming, from C-1, General Commercial District to I-1, Light Industrial District. Subject to all Planning Requirements on third and final reading.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> Planning Commission Minutes 01/14/2020
<input type="checkbox"/> Planning Requirements
<input type="checkbox"/> Aerial And Vicinity Map
<input type="checkbox"/> Ordinance

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall
January 14, 2020

PRESENT

Commission Members Present: Chairman Jim Nielsen, Vice-Chair Reardon, Ryan Conklin, Trevor Matson and Jennifer Tuomela.

Commission Members Absent: Ted Jerred and Sheryl Martin

Staff Present: Clark Sanders, Planner; Meredith Duvall, Planner; and Jill McCarty, Sr. 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 Trevor Matson to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of October 8, 2019. Vice-Chair Reardon seconded the motion. Motion carried 5/0.

19.039AP-
ANNEXATION PLAT-
Aspen Heights II
Annexation

The applicant, Leitzke Investments, LLC, has initiated the annexation of a tract of land adjacent and contiguous to the City of Gillette, Wyoming, pursuant to Wyoming Statute 15-1-403, known as the Aspen Heights II Annexation.

The land is located generally west of South Douglas Highway and south of the existing City of Gillette corporate limits. The owners desire to have the Tract annexed and zoned for commercial uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

All City infrastructure will be available for the private landowner's use as the terms of the annexation report state. The benefits to the land owner include having access to City services which provide long-term security. Any future development or construction will be reviewed by the City and shall meet City standards.

Clark Sanders said there were no calls from the public received by the Planning Division regarding the case.

Chairman Nielsen asked if there the owners of the adjacent properties had been approached by the city regarding annexing their properties at the same time this would. Clark said they were contacted, however, they were not interested.

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

19.040Z-ZONING MAP
AMENDMENT-Lots 2A,
Betcher II Subdivision

The owner, John Melgaard, Jr., is proposing to rezone two (2) acres of land located south of East Shoshone Ave and west of Butler Spaeth Road.

This proposed rezone will match the adjoining I-1, Light Industrial District to the north in Lot 2A, Betcher II Subdivision. The proposed lot for rezone is vacant of any structure. Without the rezone of the south 297.24 feet, Lot 2A would be split zoned which is not in conformance with the Zoning Ordinance. The recently approved Betcher II subdivision created the split-zoning on Lot 2A, Betcher II Subdivision.

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

There being no further comments or questions, Ryan Conklin made a motion to approve the case. Trevor Matson seconded the motion. Motion carried 5/0.

OLD BUSINESS

None

NEW BUSINESS

Clark Sanders said there would be no meeting on January 28, 2020, or February 11, 2020, as there were no cases to be presented for those meetings.

ADJOURNMENT

The meeting adjourned at 7:10 p.m.

Minutes taken and prepared by Jill McCarty, Sr. Admin Assistant.

Planning Requirements

19.040Z

Zoning Map Amendment - Lot 2A, Betcher II Subdivision

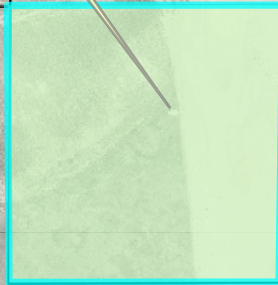
PLANNING REQUIREMENTS:

NONE

19.040Z - Zoning Map Amendment South 297.24 Feet, Lot 2A, Betcher II Subdivision



PROJECT LOCATION



1250 E Shoshone Ave



CITY OF GILLETTE

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

11/22/2019 4:09 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 TO AMEND THE DISTRICT ZONING MAP
OF THE CITY OF GILLETTE, WYOMING, SOUTH 297.24
FEET OF LOT 2A, BETCHER II SUBDIVISION, CITY OF
GILLETTE, WYOMING,
FROM C-1, GENERAL COMMERCIAL DISTRICT TO I-1, LIGHT INDUSTRIAL DISTRICT.
SUBJECT TO ALL PLANNING REQUIREMENTS

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

Section 1. Legal Description

South 297.24 feet of Lot 2A, Betcher Subdivision, City of Gillette, Campbell County, Wyoming, as recorded in Book 11 of Plats, Pages 76-77 of the Campbell County Clerks records.

Said parcel contains 2 acres more or less.

Section 2. Zoning Amendment

The Zoning of property legally described as South 297.24 feet of Lot 2A, Betcher II Subdivision, City of Gillette, is hereby amended from C-1 General Commercial District to I-1, Light Industrial District per the attached Exhibit "A" Map.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2020.

Louise Carter-King, Mayor

(S E A L)

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

DATE: 2/18/2020 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:

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☐ [Bills and Claims](#)

☐ [Bills and Claims - Prepays](#)

☐ [Wire Transfers](#)

Expenditure Approval Report

Check Approval Date of 02/18/2020



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
1351-CAMPBELL COUNTY CHAMBER OF COMMERCE		
105492	GOLD BUCKS - STOCK	500.00
	VENDOR TOTAL:	500.00
99999-MISC RESTITUTIONS		
105590	RESTITUTION PAYMENT FROM SARAH THOMAS	50.00
105591	RESTITUTION PAYMENT FROM SANDRA KAY INGRAM	20.00
105592	RESTITUTION PAYMENT FROM ASHLEY BARRETT	21.18
105593	RESTITUTION PAYMENT FROM ROBERT GLASSER	100.00
105594	RESTITUTION PAYMENT FROM ROBERT WELSH	150.00
105595	RESTITUTION PAYMENT FROM CURTIS HOBSON	20.00
105596	RESTITUTION PAYMENT FROM JADE SAIPPA	75.00
105597	RESTITUTION PAYMENT FROM REBECCA EDWARDS	100.00
105598	RESTITUTION PAYMENT FROM TIFFANY DAILEY	300.00
105599	RESTITUTION PAYMENT FROM TYLER LOMAN	5.00
105600	RESTITUTION PAYMENT FROM ASHLEY MILLER	4.99
105601	RESTITUTION PAYMENT FROM CALEB HUYCK	100.00
105602	RESTITUTION PAYMENT FROM ARRON BROWNING	50.00
105603	RESTITUTION PAYMENT FROM CHARLES JENNINGS	30.00
105604	RESTITUTION PAYMENT FROM ANGELA MULKEY	75.00
105605	RESTITUTION PAYMENT FROM MAKANO DE CLERMONT	100.00
	VENDOR TOTAL:	1,201.17
1511-NORCO INC		
105680	CUSTODIAL INVENTORY	69.08
105683	CUSTODIAL INVENTORY	753.15
	VENDOR TOTAL:	822.23
2066-SOURCE OFFICE PRODUCTS		
105689	OS INVENTORY	1,144.70
	VENDOR TOTAL:	1,144.70
2300-WESTERN STATIONERS		
105697	OS INVENTORY	196.60

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
2300-WESTERN STATIONERS			
	105698	OS INVENTORY	257.76
	105699	OS INVENTORY	249.30
		VENDOR TOTAL:	703.66
2437-WYOMING LAW ENFORCEMENT ACADEMY			
	105439	DECEMBER 2019 OFFICER TRAINING FEES	115.00
		VENDOR TOTAL:	115.00
2435-WYOMING STATE			
	105438	AUTOMATION FEES COLLECTED OCT - DEC 2019	8,360.84
		VENDOR TOTAL:	8,360.84
		DIVISION TOTAL:	12,847.60
		DEPARTMENT TOTAL:	12,847.60

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
2487-LOUISE CARTER KING			
	105620	INTERNET REIMBURSEMENT	32.49
		VENDOR TOTAL:	32.49
2710-TIM CARSRUD			
	105619	INTERNET REIMBURSEMENT	30.90
		VENDOR TOTAL:	30.90
		DIVISION TOTAL:	63.39
02-ADMINISTRATION			
1516-HP INC			
	105673	REPLACEMENT PRINTERS	315.00
	105674	REPLACEMENT PRINTERS	2,025.00
		VENDOR TOTAL:	2,340.00
1482-NEWS RECORD			
	105490	JANUARY 2020 ADVERTISING	1,250.00
		VENDOR TOTAL:	1,250.00
		DIVISION TOTAL:	3,590.00
04-SPECIAL PROJECTS			
3214-AMERICAN ENGINEERING TESTING INC			
	105412	CITY WEST SLAP REPLACEMENT	3,084.50
		VENDOR TOTAL:	3,084.50
1091-AVI SYSTEMS			
	105413	3RD FLOOR CONFERENCE ROOM	3,500.00
		VENDOR TOTAL:	3,500.00
1864-FIRST NATIONAL BANK OF GILLETTE			
	105623	CITY WEST REMODEL PH II RETAIN	47,076.50
		VENDOR TOTAL:	47,076.50
2277-J B STORAGE CONTAINERS			
	105454	TEMP STORAGE CITY WEST REMODEL	150.00
	105455	TEMP STORAGE CITY WEST REMODEL	150.00
	105456	TEMP STORAGE CITY WEST REMODEL	150.00

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
04-SPECIAL PROJECTS			
2277-J B STORAGE CONTAINERS			
	105457	TEMP STORAGE CITY WEST REMODEL	150.00
	105458	TEMP STORAGE CITY WEST REMODEL	150.00
		VENDOR TOTAL:	750.00
1958-PCA ENGINEERING INC			
	105499	ECSC PROPOSED IMPROVEMENTS	6,027.75
		VENDOR TOTAL:	6,027.75
2212-VAN EWING CONSTRUCTION			
	105622	CITY WEST REMODEL PH II CONSTR	423,688.58
		VENDOR TOTAL:	423,688.58
		DIVISION TOTAL:	484,127.33
32-JUDICIAL			
4003-MICHAEL STULKEN			
	105489	DEFENSE ATTORNEY	50.00
		VENDOR TOTAL:	50.00
		DIVISION TOTAL:	50.00
		DEPARTMENT TOTAL:	487,830.72

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
1351-CAMPBELL COUNTY CHAMBER OF COMMERCE		
105492	GOLD BUCKS - STOCK	2.50
	VENDOR TOTAL:	2.50
1349-CAMPBELL COUNTY HOSPITAL DISTRICT		
105616	RETURN TO WORK SCREENS	258.00
105617	RETURN TO WORK SCREENS	258.00
	VENDOR TOTAL:	516.00
1753-EMPLOYMENT TESTING SERVICES INC		
105463	PRE-EMPLOYMENT TESTING	128.00
105497	POST ACCIDENT AND PRE-EMPLOYMENT TESTING	128.00
	VENDOR TOTAL:	256.00
1516-HP INC		
105673	REPLACEMENT PRINTERS	788.00
105674	REPLACEMENT PRINTERS	3,790.00
	VENDOR TOTAL:	4,578.00
55555-MISC EMPLOYEE VENDOR		
105570	TRAVEL REIMBURSEMENT	73.72
	VENDOR TOTAL:	73.72
2431-WYOMING ASSOCIATION MUNICIPALITIES		
105498	WAM WINTER CONFERENCE - J AGUIRRE	230.00
	VENDOR TOTAL:	230.00
	DIVISION TOTAL:	5,656.22
	DEPARTMENT TOTAL:	5,656.22

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
2066-SOURCE OFFICE PRODUCTS		
105411	FOLDERS	37.08
	VENDOR TOTAL:	37.08
	DIVISION TOTAL:	37.08
26-CUSTOMER SERVICE		
1898-ONLINE UTILITY EXCHANGE		
105500	UTILITY EXCHANGE REPORT	254.10
	VENDOR TOTAL:	254.10
3369-POSTAL PROS SOUTHWEST INC		
105429	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	1,219.31
	VENDOR TOTAL:	1,219.31
	DIVISION TOTAL:	1,473.41
31-CITY CLERK/PRINT SHOP		
1516-HP INC		
105673	REPLACEMENT PRINTERS	788.00
105674	REPLACEMENT PRINTERS	3,500.00
	VENDOR TOTAL:	4,288.00
1482-NEWS RECORD		
105477	JANUARY 2020 LEGAL ADVERTISING	4,525.25
	VENDOR TOTAL:	4,525.25
2300-WESTERN STATIONERS		
105696	Paper and Supplies (For Dual Spectrum Process Copy	1,504.00
	VENDOR TOTAL:	1,504.00
	DIVISION TOTAL:	10,317.25
34-INFORMATION TECHNOLOGY		
1358-CENTURYLINK		
105509	TELEPHONE SERVICE	1,594.30
	VENDOR TOTAL:	1,594.30
1407-COMPASSCOM SOFTWARE		
105415	COMPASSCOM AVL	24,300.00
	VENDOR TOTAL:	24,300.00

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
1901-FRONTIER PRECISION INC			
	105505	TRIMBLE BUSINESS CENTER	769.00
		VENDOR TOTAL:	769.00
3976-GRANICUS LLC			
	105462	WEBSITE CUSTOM HANDLER	600.00
		VENDOR TOTAL:	600.00
2247-VISIONARY COMMUNICATIONS			
	105508	INTERNET	668.71
		VENDOR TOTAL:	668.71
3027-ZIVARO INC			
	105506	RSA TWO FACTOR	1,353.60
		VENDOR TOTAL:	1,353.60
		DIVISION TOTAL:	29,285.61
		DEPARTMENT TOTAL:	41,113.35

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
2483-CAMPBELL COUNTY SHERIFF		
105507	DUI BLOOD DRAWS	250.00
	VENDOR TOTAL:	250.00
1381-CITY OF GILLETTE		
105464	PETTY CASH REIMBURSEMENT 1/31/20	10.00
	VENDOR TOTAL:	10.00
2597-CRAIG FURMAN		
105494	DUI BLOOD DRAW	50.00
	VENDOR TOTAL:	50.00
3862-DADS TRUCK AND AUTO LLC		
105495	TOW	79.00
	VENDOR TOTAL:	79.00
1916-GALLS INC		
105409	UNIFORM PANTS	56.00
	VENDOR TOTAL:	56.00
1516-HP INC		
105673	REPLACEMENT PRINTERS	1,273.00
105674	REPLACEMENT PRINTERS	7,325.00
	VENDOR TOTAL:	8,598.00
2564-JENNIFER IVORY		
105493	DUI BLOOD DRAW	50.00
	VENDOR TOTAL:	50.00
55555-MISC EMPLOYEE VENDOR		
105575	FY19/20 BOOT ALLOWANCE	100.00
	VENDOR TOTAL:	100.00
2053-PRO FORCE LAW ENFORCEMENT		
105496	TASER SUPPLIES	2,212.25
	VENDOR TOTAL:	2,212.25
2071-PROELECTRIC INC		
105461	CITY HALL FAST CAMERA INSTALL	1,337.87
	VENDOR TOTAL:	1,337.87

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
2802-VERIZON WIRELESS - LERT B			
	105410	SEARCH WARRANT	50.00
		VENDOR TOTAL:	50.00
		DIVISION TOTAL:	12,793.12
42-VOCA/VAWA			
1014-DAVE LUERAS			
	105408	CHANGE LOCKS FOR VICTIM	180.99
		VENDOR TOTAL:	180.99
		DIVISION TOTAL:	180.99
45-ANIMAL SHELTER			
55555-MISC EMPLOYEE VENDOR			
	105573	REIMBURSEMENT FOR DOG COLLARS	106.04
	105574	REIMBURSEMENT FOR DOG COLLARS	9.45
		VENDOR TOTAL:	115.49
		DIVISION TOTAL:	115.49
		DEPARTMENT TOTAL:	13,089.60

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-MAINT OF CITY BUILDINGS		
1040-ALSCO		
105472	RUG CLEANING	54.24
105473	RUG CLEANING	48.76
105474	RUG CLEANING	48.76
	VENDOR TOTAL:	151.76
1844-FARMER BROTHERS COMPANY		
105459	COFFEE AT CITY HALL	262.80
	VENDOR TOTAL:	262.80
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION		
105453	REPAIR FURNACE TEMP ACO BUILDING	312.00
105615	HVAC MAINTENANCE CONTRACT	5,523.92
	VENDOR TOTAL:	5,835.92
	DIVISION TOTAL:	6,250.48
50-PUBLIC WORKS ADMIN		
2151-ROCKY MOUNTAIN BUSINESS EQUIPMENT LLC		
105444	COPIER MAINTENANCE	742.15
	VENDOR TOTAL:	742.15
4148-TERRY SJOLIN		
105414	CONTRACTED SPORTS FIELD SCHEDULER	178.25
	VENDOR TOTAL:	178.25
	DIVISION TOTAL:	920.40
51-PARKS		
1040-ALSCO		
105446	UNIFORM CLEANING	6.45
105447	UNIFORM CLEANING	38.35
105466	UNIFORM CLEANING	38.35
105467	UNIFORM CLEANING	6.45
	VENDOR TOTAL:	89.60
1165-BIG D SANITATION		
105448	PORTA TOILETS	6,202.50

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
1165-BIG D SANITATION		
105449	PORTA TOILETS	6,202.50
105450	PORTA TOILETS	252.50
105451	PORTA TOILETS	252.50
105452	PORTA TOILETS	252.50
	VENDOR TOTAL:	13,162.50
3909-CRESTVIEW IMROVEMENT & SERVICE DISTRICT		
105445	CRESTVIEW PARK WATER	6.50
105468	CRESTVIEW PARK WATER	6.50
	VENDOR TOTAL:	13.00
3049-EDGE ELECTRIC, INC		
105465	ECSC FLAG REPAIR	682.30
	VENDOR TOTAL:	682.30
3827-TAMI WALDNER		
105436	PARKS BOARD MEETING	211.75
	VENDOR TOTAL:	211.75
	DIVISION TOTAL:	14,159.15
54-STREETS		
1040-ALSCO		
105430	UNIFORM CLEANING	51.60
105443	UNIFORM CLEANING	51.60
	VENDOR TOTAL:	103.20
3945-AMERICAN TRACK GENERATIONS LLC		
105432	CONTRACT RAIL SPUR REPAIRS	7,447.30
	VENDOR TOTAL:	7,447.30
1614-DESERT MOUNTAIN CORPORATION		
105618	FY 19-20 ICE SLICER	5,620.98
	VENDOR TOTAL:	5,620.98

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
54-STREETS		
1516-HP INC		
105674	REPLACEMENT PRINTERS	290.00
	VENDOR TOTAL:	290.00
1802-SIMON CONTRACTORS		
105441	ROCK FOR PATCHING POTHOLES	74.91
	VENDOR TOTAL:	74.91
	DIVISION TOTAL:	13,536.39
62-TRAFFIC SAFETY		
1911-GADES SALES COMPANY INC		
105435	SIGNAL BATTERY	272.00
	VENDOR TOTAL:	272.00
	DIVISION TOTAL:	272.00
	DEPARTMENT TOTAL:	35,138.42

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
1516-HP INC		
105674	REPLACEMENT PRINTERS	290.00
	VENDOR TOTAL:	290.00
1958-PCA ENGINEERING INC		
105501	COMPACTION TESTING - ANTIQUE MALL DRIVEWAY	200.00
105502	COMPACTION TESTING - 4402 NIGHTFALL	200.00
	VENDOR TOTAL:	400.00
	DIVISION TOTAL:	690.00
	DEPARTMENT TOTAL:	690.00
	FUND TOTAL:	596,365.91

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
2101-CARL A. THEUSEN			
	105629	CITY HALL IRRIGATION IMPROVEME	629.25
		VENDOR TOTAL:	629.25
1559-DOWL LLC			
	105635	CRESTVIEW SANITARY SEWER IMPRO	10,207.50
		VENDOR TOTAL:	10,207.50
1450-HDR ENGINEERING INC			
	105634	2020 SANITARY SEWER MAIN REPLA	88,912.13
		VENDOR TOTAL:	88,912.13
2909-INBERG MILLER ENGINEERS			
	105626	ALLEY PMS 2020	2,278.00
		VENDOR TOTAL:	2,278.00
1754-KADRMAS, LEE & JACKSON INC			
	105631	ECSC SPORTS COMPLEX PLAYGROUND	62,748.61
		VENDOR TOTAL:	62,748.61
1312-MORRISON MAIERLE INC			
	105627	DALBEY PARK FISHING LAKE BRIDG	4,059.25
	105632	2020 WATER MAIN REPLACEMENT	135,547.56
		VENDOR TOTAL:	139,606.81
1958-PCA ENGINEERING INC			
	105491	ROURKE AVE SURVEY	800.00
	105624	PMS 2019	750.00
		VENDOR TOTAL:	1,550.00
2432-WYOMING DEPT OF TRANSPORTATION			
	105625	GARNER LAKE/BOXELDER RD TRAFF	36,396.97
		VENDOR TOTAL:	36,396.97
		DIVISION TOTAL:	342,329.27
		DEPARTMENT TOTAL:	342,329.27
		FUND TOTAL:	342,329.27

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Invoice Number		Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
1381-CITY OF GILLETTE			
	105503	WATER	6.50
VENDOR TOTAL:			6.50
DIVISION TOTAL:			6.50
DEPARTMENT TOTAL:			6.50
FUND TOTAL:			6.50

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Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
70-UTILITIES ADMINISTRATION		
1358-CENTURYLINK		
105509	TELEPHONE SERVICE	716.28
	VENDOR TOTAL:	716.28
55555-MISC EMPLOYEE VENDOR		
105571	TRAVEL REIMBURSEMENT	142.84
	VENDOR TOTAL:	142.84
77777-MISC ONE TIME VENDOR		
105567	TOILET REBATE	50.00
105568	IRRIGATION SYSTEM UPDATE	88.00
	VENDOR TOTAL:	138.00
1482-NEWS RECORD		
105477	JANUARY 2020 LEGAL ADVERTISING	267.75
	VENDOR TOTAL:	267.75
2222-VERIZON WIRELESS		
105510	AVL DATA	1,684.24
	VENDOR TOTAL:	1,684.24
2247-VISIONARY COMMUNICATIONS		
105508	INTERNET	300.43
	VENDOR TOTAL:	300.43
2398-WYOMING WATER ASSOC		
105488	MEMBERSHIP RENEWAL - M COLE	500.00
	VENDOR TOTAL:	500.00
	DIVISION TOTAL:	3,749.54
71-ELECTRICAL ENGINEERING		
1516-HP INC		
105672	REPLACEMENT PRINTERS	3,545.00
105673	REPLACEMENT PRINTERS	1,050.00
	VENDOR TOTAL:	4,595.00
	DIVISION TOTAL:	4,595.00

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	Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND			
70-UTILITIES			
76-SCADA			
4033-GE DIGITAL LLC			
	105668	GE DIGITAL PRODUCTS	11,618.56
		VENDOR TOTAL:	11,618.56
3975-GRAY MATTER SYSTEMS, LLC			
	105669	DIGITAL 40 SERVICES	14,589.16
		VENDOR TOTAL:	14,589.16
1516-HP INC			
	105674	REPLACEMENT PRINTERS	290.00
		VENDOR TOTAL:	290.00
		DIVISION TOTAL:	26,497.72
		DEPARTMENT TOTAL:	34,842.26
		FUND TOTAL:	34,842.26

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Invoice Number		Invoice Description	Amount
502-SOLID WASTE FUND			
50-PUBLIC WORKS			
55-SOLID WASTE			
1040-ALSCO			
105431		UNIFORM CLEANING	41.54
105433		CREDIT FOR DUPLICATE PAYMENT	-34.54
105469		UNIFORM CLEANING	41.54
		VENDOR TOTAL:	48.54
		DIVISION TOTAL:	48.54
		DEPARTMENT TOTAL:	48.54
		FUND TOTAL:	48.54

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1040-ALSCO		
105424	UNIFORM CLEANING	20.40
105425	UNIFORM CLEANING	25.80
105482	UNIFORM CLEANING	25.80
	VENDOR TOTAL:	72.00
2652-ASSURE CO RISK MANAGEMENT & REGULATOR COMPLIANCE		
105561	CONTRACT MONTHLY FEE	350.00
	VENDOR TOTAL:	350.00
1182-BLACK CAT CONSTRUCTION LLC		
105562	REPAIRS	11,146.02
	VENDOR TOTAL:	11,146.02
1792-ENERGY LABORATORIES INC		
105428	TESTING	451.50
105563	TESTING	38.00
	VENDOR TOTAL:	489.50
1892-FRANDSON SAFETY INC		
105427	MULTI-GAS MONITOR CALIBRATION	255.00
	VENDOR TOTAL:	255.00
1589-HOT IRON		
105487	ROCK	325.00
	VENDOR TOTAL:	325.00
1516-HP INC		
105674	REPLACEMENT PRINTERS	290.00
	VENDOR TOTAL:	290.00
1312-MORRISON MAIERLE INC		
105628	EPA SANITARY SURVEY TANK REPAI	1,163.50
	VENDOR TOTAL:	1,163.50
1424-MUNICIPAL TREATMENT EQUIPMENT		
105423	CHEMICALS	82.80
	VENDOR TOTAL:	82.80

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1511-NORCO INC		
105485	JANUARY 2019 CYLINDER RENT	48.61
	VENDOR TOTAL:	48.61
1958-PCA ENGINEERING INC		
105486	MISC TESTING - BRORBY WATER REPAIR	200.00
105564	MISC TESTING - TANNER DR NORTH WATER REPAIR	133.75
	VENDOR TOTAL:	333.75
1802-SIMON CONTRACTORS		
105565	ROCK	206.75
	VENDOR TOTAL:	206.75
4143-TANTALUS SYSTEMS INC		
105437	VERSA COLLECTOR	1,125.03
	VENDOR TOTAL:	1,125.03
2204-USABBLUEBOOK		
105483	PARTS	86.63
105484	PARTS	57.75
	VENDOR TOTAL:	144.38
	DIVISION TOTAL:	16,032.34
	DEPARTMENT TOTAL:	16,032.34
	FUND TOTAL:	16,032.34

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
4203-BUTCHER, CASSIDY			
	105309	UE 32866 4534 RUNNING W	166.39
		VENDOR TOTAL:	166.39
4199-CHRISTENSEN, BRETT			
	105304	UE 42448 203 TALISKER	147.91
		VENDOR TOTAL:	147.91
4216-COSSITT, BRENDA			
	105585	UE 22894 117 WESTHILLS	49.16
		VENDOR TOTAL:	49.16
4210-DIRECT FAMILY CARE			
	105319	UE 8242 709 8TH	345.17
		VENDOR TOTAL:	345.17
4215-ELBERT, DENISE			
	105584	UE 32124 4504 J CROSS	85.17
		VENDOR TOTAL:	85.17
4211-HANKINSON, NICOLE			
	105320	UE 18946 1021 SANTEE	146.99
		VENDOR TOTAL:	146.99
4046-HATCHER, JESSICA			
	105308	UE 40006 2501 LEDOUX	103.19
		VENDOR TOTAL:	103.19
4212-MCCOLEMAN, CHRISTINA & BRANDON			
	105321	UE 35372 715 EXPRESS	55.52
		VENDOR TOTAL:	55.52
77777-MISC ONE TIME VENDOR			
	105569	SALES TAX REIMBURSEMENT	1,943.00
		VENDOR TOTAL:	1,943.00
88888-MISC UTILITY OVERPAYMENTS			
	105328	UE 34220 2307 BIG LOST	132.10
	105329	UE 5070 103 WALNUT	151.71

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	105330	UE 18944 1021 SANTEE	123.41
	105331	UE 15208 60 CONSTITUTION	9.08
	105332	UE 25020 600 GARNER LAKE	116.99
	105333	UE 14060 401 LARAMIE	156.87
	105334	UE 9858 3338 GEORGIA	10.84
	105335	UE 7176 816 RODEO	137.85
	105336	UE 13144 802 VENTURA	87.04
	105337	UE 26738 3603 PAUL REVERE	14.79
	105338	UE 42548 2673 LEDOUX	156.15
	105339	UE 3696 201 BOXELDER	95.95
	105340	UE 14244 602 LARAMIE	120.75
		VENDOR TOTAL:	1,313.53
4204-MODRELL, ROBBIE			
	105310	UE 15228 58 CONSTITUTION	36.95
		VENDOR TOTAL:	36.95
4201-NEWELL, JORDAN			
	105306	UE 32660 4526 RUNNING W	182.87
		VENDOR TOTAL:	182.87
4217-NOLD, ANTHONY			
	105586	UE 32824 4532 RUNNING W	153.30
		VENDOR TOTAL:	153.30
4220-PARKIN, SALLY			
	105589	UE 11954 163 DUBOIS	107.73
		VENDOR TOTAL:	107.73
4198-PERCIFIELD, BRIAN & KRISTYN			
	105302	UE 23246 903 12TH	172.16
		VENDOR TOTAL:	172.16

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
4219-POWERS, KEN & LORI			
	105588	UE 27164 806 GURLEY	70.67
		VENDOR TOTAL:	70.67
4200-PRAUS, JASON			
	105305	UE 20284 926 E-Z	18.83
		VENDOR TOTAL:	18.83
4206-RAISLEY, TRAVIS			
	105315	UE 1896 505 3RD	121.55
		VENDOR TOTAL:	121.55
4218-RASMUSSEN, CODY			
	105587	UE 35164 705 EXPRESS	169.14
		VENDOR TOTAL:	169.14
4208-REID, NIKKIE			
	105317	UE 4850 2513 DOGWOOD	192.25
		VENDOR TOTAL:	192.25
4205-RINEHART, BRENNON			
	105311	UE 39858 3931 ARIEL	338.23
	105312	UE 39860 3931 ARIEL	170.47
	105313	UE 39862 3931 ARIEL	155.78
	105314	UE 39864 3931 ARIEL	165.30
		VENDOR TOTAL:	829.78
4181-RUSK, ALYSSA			
	105303	UE 6282 504 VIVIAN	155.35
		VENDOR TOTAL:	155.35
4207-RYLAND, GARRETT			
	105316	UE 32630 4524 RUNNING W	121.51
		VENDOR TOTAL:	121.51
4202-STROHKIRCH, SCOTT			
	105307	UE 35172 705 EXPRESS	83.76
		VENDOR TOTAL:	83.76

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
4214-STURTZ, TINA			
	105583	UE 17874 1024 ELON	81.87
		VENDOR TOTAL:	81.87
4209-WEATHERS, DREW			
	105318	UE 18910 1011 12TH	155.49
		VENDOR TOTAL:	155.49
		DIVISION TOTAL:	7,009.24
		DEPARTMENT TOTAL:	7,009.24

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
1447-ANIXTER POWER SOLUTIONS			
	105644	ILLUMAGEAR HALO SYSTEM LED LIGHT	1,545.60
		VENDOR TOTAL:	1,545.60
1606-DELL MARKETING LP			
	105440	TABLET CAR CHARGERS	930.72
		VENDOR TOTAL:	930.72
1892-FRANDSON SAFETY INC			
	105342	MULTI-GAS MONITOR CALIBRATION	22.00
		VENDOR TOTAL:	22.00
2035-POWDER RIVER ENERGY CORPORATION			
	105460	DECEMBER 2019 69KV WHEELING	5,250.00
		VENDOR TOTAL:	5,250.00
4143-TANTALUS SYSTEMS INC			
	105437	VERSA COLLECTOR	1,125.03
		VENDOR TOTAL:	1,125.03
		DIVISION TOTAL:	8,873.35
		DEPARTMENT TOTAL:	8,873.35
		FUND TOTAL:	15,882.59

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1040-ALSCO		
105417	UNIFORM CLEANING	184.85
105434	CREDIT FOR PAYING WRONG AMOUNT	-5.10
105481	UNIFORM CLEANING	132.45
	VENDOR TOTAL:	312.20
3894-CAMPBELL COUNTY LANDFILL		
105560	JANUARY 2020 WW LANDFILL	842.25
	VENDOR TOTAL:	842.25
1522-CUES INC		
105421	PARTS	231.95
	VENDOR TOTAL:	231.95
1792-ENERGY LABORATORIES INC		
105418	TESTING	193.25
105419	TESTING	24.50
	VENDOR TOTAL:	217.75
2778-GW CONSTRUCTION, LLC		
105478	REPAIRS	25,577.50
105479	REPAIRS	15,840.00
	VENDOR TOTAL:	41,417.50
1999-HAWKINS INC		
105420	CHEMICALS	138.50
	VENDOR TOTAL:	138.50
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION		
105426	REPAIRS	970.00
105480	FURNACE REPAIRS	504.95
	VENDOR TOTAL:	1,474.95

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1802-SIMON CONTRACTORS			
	105416	ROCK	265.00
VENDOR TOTAL:			265.00
DIVISION TOTAL:			44,900.10
DEPARTMENT TOTAL:			44,900.10
FUND TOTAL:			44,900.10

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Invoice Number	Invoice Description	Amount
506-FIBER FUND		
70-UTILITIES		
78-FIBER		
1197-BORDER STATES ELECTRIC		
105646	FIBER PANEL UPGRADES	10,624.00
105647	FIBER PANEL UPGRADES	15,612.00
	VENDOR TOTAL:	26,236.00
1684-DRM INC		
105611	ANNUAL TRENCHING AND BORING AG	30,088.00
105612	ANNUAL TRENCHING AND BORING AG	11,753.50
	VENDOR TOTAL:	41,841.50
2071-PROELECTRIC INC		
105608	ELECTRICIAN MAINTENANCE SERVIC	1,020.43
105609	ELECTRICIAN MAINTENANCE SERVIC	2,089.34
105610	ELECTRICIAN MAINTENANCE SERVIC	3,005.49
105613	ELECTRICIAN MAINTENANCE SERVIC	1,450.00
105614	ELECTRICIAN MAINTENANCE SERVIC	1,075.00
	VENDOR TOTAL:	8,640.26
	DIVISION TOTAL:	76,717.76
	DEPARTMENT TOTAL:	76,717.76
	FUND TOTAL:	76,717.76

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Invoice Number		Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
1040-ALSCO			
	105470	RUG CLEANING	44.07
	105471	RUG CLEANING	44.07
	105475	RUG CLEANING	43.19
VENDOR TOTAL:			131.33
DIVISION TOTAL:			131.33
DEPARTMENT TOTAL:			131.33
FUND TOTAL:			131.33

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1447-ANIXTER POWER SOLUTIONS		
105643	ELECTRICAL INVENTORY	320.70
	VENDOR TOTAL:	320.70
1197-BORDER STATES ELECTRIC		
105645	ELECTRICAL INVENTORY	493.40
105648	ELECTRICAL INVENTORY	1,170.00
105649	ELECTRICAL INVENTORY	49.44
105650	ELECTRICAL INVENTORY	225.39
	VENDOR TOTAL:	1,938.23
1519-CRUM ELECTRIC SUPPLY COMPANY		
105659	ELECTRICAL INVENTORY	154.65
	VENDOR TOTAL:	154.65
1574-DANA KEPNER COMPANY INC		
105660	WATER INVENTORY	76.00
105661	WATER INVENTORY	1,455.00
	VENDOR TOTAL:	1,531.00
1716-EDGE CONSTRUCTION SUPPLY		
105662	WATER INVENTORY	84.00
	VENDOR TOTAL:	84.00
1870-FLAGSHOOTER LLC		
105665	WATER INVENTORY	305.24
105666	WATER INVENTORY	305.24
	VENDOR TOTAL:	610.48
1422-GILLETTE CONTRACTORS SUPPLY INC		
105653	WATER INVENTORY	330.54
105654	WATER INVENTORY	94.18
105655	WATER INVENTORY	14.76
105656	STREETS INVENTORY	749.92
	VENDOR TOTAL:	1,189.40

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
3975-GRAY MATTER SYSTEMS, LLC		
105670	ELECTRICAL INVENTORY	1,118.21
	VENDOR TOTAL:	1,118.21
1316-MOUNTAIN STATES PIPE & SUPPLY		
105678	WATER INVENTORY	10,260.00
	VENDOR TOTAL:	10,260.00
1479-NEWMAN SIGNS INC		
105679	TRAFFIC SAFETY INVENTORY	508.00
	VENDOR TOTAL:	508.00
1511-NORCO INC		
105681	ELECTRICAL INVENTORY	72.48
105682	ELECTRICAL INVENTORY	84.26
105684	ELECTRICAL INVENTORY	25.26
	VENDOR TOTAL:	182.00
2338-TRAFFIC PARTS INC		
105690	TRAFFIC SAFETY	1,095.00
	VENDOR TOTAL:	1,095.00
2289-WESCO DISTRIBUTION INC		
105691	ELECTRICAL INVENTORY	7,729.65
105692	ELECTRICAL INVENTORY	1,913.60
105693	ELECTRICAL INVENTORY	1,193.62
105694	ELECTRICAL INVENTORY	432.60
105695	ELECTRICAL INVENTORY	307.50
	VENDOR TOTAL:	11,576.97
	DIVISION TOTAL:	30,568.64
	DEPARTMENT TOTAL:	30,568.64

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	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
1040-ALSCO			
	105476	RUG CLEANING	30.13
		VENDOR TOTAL:	30.13
2909-INBERG MILLER ENGINEERS			
	105633	90,000 GALLON HYDROVAC PIT	2,472.50
		VENDOR TOTAL:	2,472.50
		DIVISION TOTAL:	2,502.63
		DEPARTMENT TOTAL:	2,502.63
		FUND TOTAL:	33,071.27

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
1328-ADVANCE AUTO PARTS		
105637	VM INVENTORY	77.50
105639	VM INVENTORY	487.09
105640	VM INVENTORY	141.22
105641	VM INVENTORY	198.61
105642	VM INVENTORY	37.70
	VENDOR TOTAL:	942.12
3904-CBH CO-OP		
105651	DIESEL FUEL	5,634.00
105652	DIESEL INVENTORY	5,334.00
	VENDOR TOTAL:	10,968.00
4132-EQUIPMENT COMPANY OF THE ROCKIES, LLC		
105663	VM INVENTORY	2,363.93
	VENDOR TOTAL:	2,363.93
1575-HOMAX OIL		
105675	VM INVENTORY	1,044.70
105676	VM INVENTORY	301.28
	VENDOR TOTAL:	1,345.98
3398-JACK'S TRUCK CENTER INC		
105667	VM INVENTORY	323.07
	VENDOR TOTAL:	323.07
1291-MIDLAND IMPLEMENT CO INC		
105677	VM INVENTORY	184.12
	VENDOR TOTAL:	184.12
2123-RECORD SUPPLY INC NAPA		
105686	VM INVENTORY	75.36
105687	VM INVENTORY	20.49

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
2123-RECORD SUPPLY INC NAPA		
105688	VM INVENTORY	77.22
	VENDOR TOTAL:	173.07
	DIVISION TOTAL:	16,300.29
	DEPARTMENT TOTAL:	16,300.29

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
3622-ABSOLUTE AUTO, LLC		
105381	PARTS	21.99
105382	PARTS	11.60
105536	TRUCK BED SHELF KIT	166.16
	VENDOR TOTAL:	199.75
1328-ADVANCE AUTO PARTS		
105362	PARTS	8.03
105363	PARTS	24.49
105364	PARTS	4.82
105365	PARTS	3.11
105366	PARTS	120.88
105526	PARTS	68.32
105527	PARTS	113.89
105528	PARTS	17.18
	VENDOR TOTAL:	360.72
1040-ALSCO		
105404	UNIFORM CLEANING	48.23
105405	PARTS	45.63
	VENDOR TOTAL:	93.86
1044-AMERI-TECH EQUIPMENT COMPANY		
105533	PARTS	223.19
	VENDOR TOTAL:	223.19
1167-BIG HORN TIRE INC		
105378	TIRE LABOR	320.00
105390	TIRE LABOR	47.00
105558	TIRE REPAIR	21.00
105559	TIRE LABOR	41.00
	VENDOR TOTAL:	429.00
1171-BIGHORN HYDRAULICS INC		
105392	PARTS	22.00

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1171-BIGHORN HYDRAULICS INC		
105538	PARTS	71.31
105539	PARTS	33.21
105540	PARTS	149.50
105541	PARTS	254.85
	VENDOR TOTAL:	530.87
1178-BJ NELSON/NELSON AUTO GLASS		
105391	WINDSHIELD REPAIR	288.65
	VENDOR TOTAL:	288.65
1397-COLLINS COMMUNICATIONS INC		
105403	PARTS	41.67
	VENDOR TOTAL:	41.67
4132-EQUIPMENT COMPANY OF THE ROCKIES, LLC		
105534	PARTS	930.75
	VENDOR TOTAL:	930.75
1848-FASTENAL COMPANY		
105397	PARTS	21.52
105398	PARTS	7.00
105399	PARTS	4.31
105400	PARTS	14.97
105401	PARTS	13.54
105546	PARTS	3.50
105547	PARTS	131.94
	VENDOR TOTAL:	196.78
4144-FLOW TECH FUELING, LLC		
105406	EMPTY PINE RIDGE GENSET FUEL TANK	143.75
105407	EMPTY WASTE WATER GENSET FUEL TANKS	478.75
	VENDOR TOTAL:	622.50

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1516-HP INC		
105674	REPLACEMENT PRINTERS	290.00
	VENDOR TOTAL:	290.00
3964-INLAND TRUCK PARTS		
105384	PARTS	78.11
105386	PARTS	59.46
105387	PARTS	1.37
105388	PARTS	74.16
105548	PARTS	3,950.00
105549	PARTS	117.84
105550	CORE RETURN	-1,000.00
105551	PARTS	110.69
	VENDOR TOTAL:	3,391.63
3398-JACK'S TRUCK CENTER INC		
105393	PARTS	521.11
105394	PARTS	113.10
105552	PARTS	85.10
105553	PARTS	285.66
105554	PARTS	40.45
105555	PARTS	28.88
105556	PARTS	45.92
	VENDOR TOTAL:	1,120.22
4197-MAD TRANSPORTATION AND TOWING LLC		
105395	TOW	80.00
	VENDOR TOTAL:	80.00
3295-MCNEILUS TRUCK & MANUFACTURING		
105396	PARTS	211.28
	VENDOR TOTAL:	211.28

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
3983-MOUNTAIN PEAKS DIAGNOSTICS, LLC		
105535	TESTING	78.00
	VENDOR TOTAL:	78.00
1482-NEWS RECORD		
105477	JANUARY 2020 LEGAL ADVERTISING	856.00
	VENDOR TOTAL:	856.00
1511-NORCO INC		
105557	PARTS	21.68
	VENDOR TOTAL:	21.68
2123-RECORD SUPPLY INC NAPA		
105346	PARTS	62.47
105347	PARTS	13.85
105348	PARTS	47.98
105349	RETURNED PARTS	-47.98
105350	PARTS	47.98
105351	PARTS	35.04
105352	PARTS	79.96
105353	PARTS	21.96
105354	PARTS	87.49
105355	PARTS	45.62
105356	PARTS	38.36
105357	RETURN	-189.56
105358	PARTS	189.56
105359	PARTS	8.98
105360	PARTS	7.03
105361	PARTS	56.58
105514	PARTS	2.45
105515	PARTS	64.18
105516	PARTS	4.60

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2123-RECORD SUPPLY INC NAPA		
105517	PARTS	17.01
105518	PARTS	5.99
105519	PARTS	101.19
105520	PARTS	14.98
105521	PARTS	44.85
105522	PARTS	10.64
105523	PARTS	37.70
105524	PARTS	37.99
105525	PARTS	284.45
	VENDOR TOTAL:	1,131.35
1801-SIGNBOSS LLC		
105537	DECALS	375.00
	VENDOR TOTAL:	375.00
2315-THUNDER BASIN FORD LLC		
105375	PARTS	98.00
105376	PARTS	63.96
105377	PARTS	29.16
105545	PARTS	164.95
	VENDOR TOTAL:	356.07
2320-TITAN MACHINERY INC		
105373	PARTS	2,493.37
105374	PARTS	102.00
105542	PARTS	344.62
105543	PARTS	277.15
105544	PARTS	158.63
	VENDOR TOTAL:	3,375.77
2309-WHITE'S FRONTIER MOTORS		
105367	PARTS	13.08
105368	PARTS	32.32

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2309-WHITE'S FRONTIER MOTORS		
105511	PARTS	143.96
105512	PARTS	119.46
105513	PARTS	145.89
	VENDOR TOTAL:	454.71
2386-WYOMING MARINE		
105379	PARTS	82.68
105380	PARTS	6.99
	VENDOR TOTAL:	89.67
	DIVISION TOTAL:	15,749.12
	DEPARTMENT TOTAL:	15,749.12
	FUND TOTAL:	32,049.41

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	Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND			
25-FINANCE			
38-LIABILITY INSURANCE			
4213-BEAR COMMUNICATIONS INC			
	105371	PARTS	1,383.00
	105372	PARTS	1,318.00
	105532	RETURN PART	-117.00
		VENDOR TOTAL:	2,584.00
		DIVISION TOTAL:	2,584.00
		DEPARTMENT TOTAL:	2,584.00
		FUND TOTAL:	2,584.00
		GRAND TOTAL:	1,194,961.28

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
1970-GOVERNMENT FINANCE OFFICE ASSOCIATION		
105292	CONFERENCE REGISTRATION - M HENDERSON	378.00
105293	CONFERENCE REGISTRATION - S PALMER	517.50
105294	CONFERENCE REGISTRATION - J RICHERT	517.50
105295	CONFERENCE REGISTRATION - D WASSON	517.50
	VENDOR TOTAL:	1,930.50
	DIVISION TOTAL:	1,930.50
	DEPARTMENT TOTAL:	1,930.50
	FUND TOTAL:	1,930.50
	GRAND TOTAL:	1,930.50

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
3027-ZIVARO INC			
	105327	VEEAM BACKUP	14,151.15
		VENDOR TOTAL:	14,151.15
		DIVISION TOTAL:	14,151.15
		DEPARTMENT TOTAL:	14,151.15

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
60-ENGINEERING			
2179-TYLER TECHNOLOGIES INC			
105219		ENERGOV LICENSES	145,520.00
		VENDOR TOTAL:	145,520.00
		DIVISION TOTAL:	145,520.00
		DEPARTMENT TOTAL:	145,520.00
		FUND TOTAL:	159,671.15

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1167-BIG HORN TIRE INC		
105325	TIRE REPAIR	210.00
	VENDOR TOTAL:	210.00
4128-GROSSENBURG IMPLEMENT INCORPORATED		
105326	PARTS	203.72
	VENDOR TOTAL:	203.72
1575-HOMAX OIL		
105139	DEF FLUID	150.10
	VENDOR TOTAL:	150.10
	DIVISION TOTAL:	563.82
	DEPARTMENT TOTAL:	563.82
	FUND TOTAL:	563.82
	GRAND TOTAL:	160,234.97

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Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
105341	DEPOSIT REFUND-201 TALISKER DR UNIT 1	155.16
	VENDOR TOTAL:	155.16
	DIVISION TOTAL:	155.16
	DEPARTMENT TOTAL:	155.16
	FUND TOTAL:	155.16
	GRAND TOTAL:	155.16

Expenditure Approval Report

Check Approval Date of 01/31/2020



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
3960-MII LIFE INSURANCE, INCORPORATED			
	105322	WEEKLY CLAIMS	7,014.33
		VENDOR TOTAL:	7,014.33
		DIVISION TOTAL:	7,014.33
		DEPARTMENT TOTAL:	7,014.33
		FUND TOTAL:	7,014.33

Expenditure Approval Report

Check Approval Date of 01/31/2020



Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
00-UNDEFINED		
00-UNDEFINED		
2595-WYOSTAR		
105323	CAPITAL FACILITIES TAX PROCEEDS APR - DEC 2019	9,198.24
	VENDOR TOTAL:	9,198.24
	DIVISION TOTAL:	9,198.24
	DEPARTMENT TOTAL:	9,198.24
	FUND TOTAL:	9,198.24

Expenditure Approval Report
Check Approval Date of 01/31/2020



Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
2557-BLUE CROSS BLUE SHIELD OF WYOMING		
105324	WEEKLY CLAIMS LISTING AND PRESCRIPTION DRUG COSTS	66,749.09
	VENDOR TOTAL:	66,749.09
	DIVISION TOTAL:	66,749.09
	DEPARTMENT TOTAL:	66,749.09
	FUND TOTAL:	66,749.09
	GRAND TOTAL:	82,961.66

Expenditure Approval Report

Check Approval Date of 02/10/2020



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
3960-MII LIFE INSURANCE, INCORPORATED			
	105577	WEEKLY CLAIMS	4,999.13
		VENDOR TOTAL:	4,999.13
2435-WYOMING STATE			
	105579	JANUARY 2020 SALES AND USE TAX	6.63
		VENDOR TOTAL:	6.63
2595-WYOSTAR			
	105580	CITY FY19 CONTRIBUTION - SCBAS	123,750.00
		VENDOR TOTAL:	123,750.00
		DIVISION TOTAL:	128,755.76
		DEPARTMENT TOTAL:	128,755.76
		FUND TOTAL:	128,755.76

Expenditure Approval Report

Check Approval Date of 02/10/2020



Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
2435-WYOMING STATE		
105579	JANUARY 2020 SALES AND USE TAX	126,045.17
	VENDOR TOTAL:	126,045.17
	DIVISION TOTAL:	126,045.17
	DEPARTMENT TOTAL:	126,045.17

Expenditure Approval Report
Check Approval Date of 02/10/2020



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2697-BLACK HILLS WYOMING LLC			
	105576	FEBRUARY 2020 CTII GROUND LEASE	3,673.01
		VENDOR TOTAL:	3,673.01
2365-WYODAK RESOURCES DEVELOPMENT CORP			
	105578	FEBRUARY 2020 WYGEN III GROUND LEASE	37,009.68
		VENDOR TOTAL:	37,009.68
		DIVISION TOTAL:	40,682.69
		DEPARTMENT TOTAL:	40,682.69
		FUND TOTAL:	166,727.86

Expenditure Approval Report
Check Approval Date of 02/10/2020



Invoice Number		Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
105581		JANUARY 2020 ADMIN FEES AND STOP/LOSS	62,558.56
105582		WEEKLY CLAIMS LISTING AND PRESCRIPTION DRUG COSTS	66,257.72
		VENDOR TOTAL:	128,816.28
		DIVISION TOTAL:	128,816.28
		DEPARTMENT TOTAL:	128,816.28
		FUND TOTAL:	128,816.28
		GRAND TOTAL:	424,299.90



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Member Carsrud - \$30.90

BACKGROUND:

Internet Reimbursement - \$30.90

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move for the approval of the conflict claims for Council Member Carsrud.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

Click to download

☐ [Conflict Claims](#)

Expenditure Approval Report
Check Approval Date of 02/18/2020



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
2710-TIM CARSRUD			
	105619	INTERNET REIMBURSEMENT	30.90
		VENDOR TOTAL:	30.90
		DIVISION TOTAL:	30.90
		DEPARTMENT TOTAL:	30.90
		FUND TOTAL:	30.90
		GRAND TOTAL:	30.90



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Mayor Carter-King - \$32.49

BACKGROUND:

Internet Reimbursement - \$32.49

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move for the approval of the conflict claims for Mayor Carter-King.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

Click to download

☐ [Conflict Claims](#)

Expenditure Approval Report
Check Approval Date of 02/18/2020



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
2487-LOUISE CARTER KING			
	105620	INTERNET REIMBURSEMENT	32.49
		VENDOR TOTAL:	32.49
		DIVISION TOTAL:	32.49
		DEPARTMENT TOTAL:	32.49
		FUND TOTAL:	32.49
		GRAND TOTAL:	32.49



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Recognition of the City of Gillette 4th Quarter P.R.I.D.E. Award Recipient, Kerwin Burton, Development Services - Engineering Division (Council in Front of Dais)

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Ry Muzzarelli, Development Services Director

ATTACHMENTS:

Click to download

☐ [P.R.I.D.E. Award](#)



CITY OF GILLETTE

201 E. 5th Street • Gillette, Wyoming 82716

www.gillettesy.gov

2019 4th QUARTER P.R.I.D.E. AWARD

Kerwin Burton

The Mayor, Council, and City Administrator would like to congratulate Kerwin Burton in the Development Services Department for achieving the 4th Quarter P.R.I.D.E. Award for 2019. He was nominated by his peers for outstanding commitment to the City of Gillette and was chosen based on his ability to exemplify the City's core values. *Productivity, Responsibility, Integrity, Dedication, and Enthusiasm.*

Kerwin is a considerate, friendly, helpful employee that excels in customer service, especially for homeowners. He takes the time to explain how things work to citizens who come in inquiring about completing work on their own and will meet with them on the job site to further explain the process. By taking the time out of his day to meet with homeowners before they start a project, Kerwin helps the homeowner complete their project correctly and in a timely manner.

In addition to assisting homeowners, Kerwin also works with contractors to ensure they are following the City of Gillette policies and procedures so that work can be completed the first time correctly. One example that stands out is when a contractor was confused on Permits to Construct, Cut Permits, and Building Inspection water/sewer line permits. Kerwin was instrumental in explaining the permit types, when and why the permits and inspections are required, and what department should be issuing the permit(s).

Kerwin's excellent customer service extends to his coworkers when he coordinates inspections with the Building Inspectors. He completes sidewalk inspections before the start of construction, as well as the final inspections, so certificates of occupancy can be issued on either a residential or commercial building project. Kerwin is extremely helpful in getting his inspections done on time as to not hold up projects. Thank you for all of the hard work that you do for the City and the employees, you are very much appreciated.

Congratulations!

Sincerely,

Patrick Davidson
City Administrator

Louise Carter-King
Mayor, City of Gillette



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

A Proclamation Designating *March 2020 as Disability Awareness Month* ~ Phil Grabrick

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

Click to download

☐ [Proclamation](#)



PROCLAMATION

Our Nation has always drawn its strength from the differences of our people, from a vast range of thought, experience, and ability. Every day, Americans with disabilities enrich our communities and businesses. They are leaders, entrepreneurs, and innovators, each with unique talents to contribute and points of view to express.

WHEREAS, disability is a natural part of the human experience and in no way diminishes the right of individuals with disabilities to live independently, enjoy self-determination, make choices, contribute to society and experience in the economic, political, social, cultural and educational mainstream of American society; and

WHEREAS, family members, friends and members of the community can play a central role in enhancing the lives of people with disabilities, especially when the family and community are provided with necessary support services, and employers are aware of the capabilities of people with disabilities to be engaged in competitive work in inclusive settings; and

WHEREAS, the most effective way to increase disability awareness is through everyone's active participation in community activities and the openness of all of us to learn and acknowledge each individual's contributions; and

NOW THEREFORE, I hereby proclaim the month of March 2020 as

DISABILITY AWARENESS MONTH

Signed this 1th day of February, 2020

Mayor Louise Carter-King

Attest: Cindy Staskiewicz



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration of a Resolution Authorizing the Submission of a Loan Application to the Office of State Lands and Investments for a Loan Through the Capital Construction Loan Program on Behalf of the Governing Body of the City of Gillette, Wyoming, for the Purpose of the City of Gillette Wastewater Treatment Facility Improvements Projects.

BACKGROUND:

In an effort to secure additional funding sources, staff supports the City of Gillette to submit a loan application to the Office of State Lands and Investments for a Capital Construction Loan for the Purpose of the City of Gillette Wastewater Treatment Facility Improvements Projects. A full copy of the City of Gillette's loan application will be available for review in the City's Finance Department after March 6th. Enclosed separately is a copy of the Resolution of Support for Council approval. The signed Resolution will accompany the loan application. Staff supports the Resolution.

ACTUAL COST VS. BUDGET:

The loan request will be in the amount of \$20,000,000. The City of Gillette plans to repay the Capital Construction Loan from the City of Gillette's 1% Optional Sales Tax and/or Sewer Fund over the span of 20 years.

SUGGESTED MOTION:

I move to approve a Resolution on Behalf of the Governing Body of the City of Gillette, Wyoming to submit a Loan Application to the Office of State Lands and Investments under the Capital Construction Loan Program for the Purpose of the City of Gillette's Wastewater Treatment Facility Improvements Projects.

STAFF REFERENCE:

MAP - Michelle Henderson, Finance Director

ATTACHMENTS:

Click to download

☐ [CCL Resolution](#)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE OFFICE OF STATE LANDS AND INVESTMENTS FOR A LOAN THROUGH THE CAPITAL CONSTRUCTION LOAN PROGRAM ON BEHALF OF THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING FOR THE PURPOSE OF THE CITY OF GILLETTE WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECTS.

W I T N E S S E T H

WHEREAS, the City of Gillette (“City”) desires to participate with the Office of State Lands and Investments for a loan through the Capital Construction Loan program to assist in financing the Wastewater Treatment Facility Improvements Projects; and

WHEREAS, the City has identified the need for major improvements to the Wastewater Treatment Facility, where improvement projects are needed due to aged, deteriorated, outdated and inefficient pumps, screening, grease removal, dewatering process, UV system, dust control, electrical improvements, digester plant entrance improvements and grit removal processes; and

WHEREAS, the public benefit(s) of this project will be to keep the effluent within permitting ranges and provide a more efficient wastewater treatment plant for processing compost; and

WHEREAS, the specific goals and measures of success of this project include, but are not limited to, a new efficient functional headworks facility; improvements to the primary and secondary and disinfection processes of influent treatment, redundancy for dewatering and UV systems, improvements of maintenance equipment and materials of all post headworks processes; and

WHEREAS, the Capital Construction Loan program requires certain criteria be met, as described in the Office of State Lands and Investments rules and regulations governing the program and to the best of our knowledge this application meets those criteria; and

WHEREAS, the City plans repay the Capital Construction Loan from the City of Gillette’s 1% Optional Sales Tax and/or Sewer Fund; and

WHEREAS, the City has a comprehensive operation and maintenance plan including projected expenses and project income sources extending the life of the assets; and

WHEREAS, the City has considered other possible funding solutions for this project which include any potential for self-funding of the project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, that a loan application in the amount of Twenty Million Dollars (\$20,000,000) will be submitted to the Office of State Loans and Investments through the Capital Construction Loan program to assist in funding the Wastewater Treatment Facility Improvements Projects.

BE IT FURTHER RESOLVED, that Joe Schoen, City Engineer is hereby designated as the authorized representative of the City of Gillette, Wyoming to act on behalf of the Governing Body on all matters including the execution of other necessary documents relating to this loan application and the project.

PASSED, APPROVED AND ADOPTED THIS 18th day of February, 2020.

(S E A L)
Attest

Louise Carter-King, Mayor

Cynthia Staskiewicz, City Clerk



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration of a Resolution Authorizing Utilities Department Staff to Submit a Level II Feasibility Study Application to the Wyoming Water Development Commission to Study Water Storage Improvements for the City of Gillette Water System.

BACKGROUND:

The purpose of this application is to perform a Wyoming Water Development Commission (WWDC) Level II Feasibility Study to determine the feasibility of improvements and expansions to the City's treated water supply and storage system. Several improvements have been identified by City staff and in prior WWDC Level II studies. These improvements include:

- A regional zone 2 tank;
- A new tank in proximity to south of Gillette to serve Crestview, Antelope Valley, and the surrounding area; and
- An elevated regional tank downstream of the Gillette West Pump Station to improve system hydraulics and to serve the designation service area (DSA) southwest of Gillette.

Additionally, the City would like to evaluate the potential of incorporating 4 or 5 existing water wells within the Gillette Regional Water Supply System.

ACTUAL COST VS. BUDGET:

The Level II Feasibility Study application requires a \$1,000 application fee that will be paid for by the Water Fund. The proposed Level II Feasibility Study will be funded 100% by the Wyoming Water Development Commission.

SUGGESTED MOTION:

I Move for Approval of a Resolution Authorizing Utilities Department Staff to Submit a Level II Feasibility Study Application to the Wyoming Water Development Commission to Study Water Storage Improvements for the City of Gillette Water System.

STAFF REFERENCE:

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

ATTACHMENTS:

[Click to download](#)

RESOLUTION NO. ____

**A RESOLUTION AUTHORIZING UTILITIES DEPARTMENT STAFF TO
SUBMIT A LEVEL II FEASIBILITY STUDY APPLICATION TO THE WYOMING
WATER DEVELOPMENT COMMISSION TO STUDY WATER STORAGE
IMPROVEMENTS FOR THE CITY OF GILLETTE WATER SYSTEM**

WHEREAS, The City of Gillette has identified the need and included within its five-year Capital Improvements Plan (CIP) a new treated water storage facility, pipelines, pump station, and related appurtenances to expand water storage for the City's Zone 2 pressure zone.

WHEREAS, The Wyoming Water Development Commission (WWDC) on behalf of the Peoples' Improvement District (Concho Valley) completed a Level II study that examined future water supply and water storage options. A regional Zone 2 tank, maintained by the Regional System, was studied as a storage option.

WHEREAS, As part of the design for the Antelope Valley Regional extension project, the City identified future pressure zones and future storage locations that will benefit the Crestview, Antelope Valley, and adjacent areas.

WHEREAS, The Antelope Valley Improvement and Service District (AVISD) has made prior requests to expand existing storage capacity to serve Antelope Valley.

WHEREAS, The City of Gillette and AVISD would like to evaluate options to incorporate AVISD's existing wells, existing treatment, and existing storage facilities within the Gillette Regional Water Supply System.

WHEREAS, As part of the design for the Stone Gate Regional extension project and the separate Fox Ridge Regional extension project, the City has identified the need for additional storage to serve the designated service area (DSA) southwest of Gillette.

WHEREAS, To improve water system operations, the City has identified the need for elevated storage downstream of the Gillette West Pump Station to minimize booster pump stop/starts and optimize system efficiencies.

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

**THE CITY OF GILLETTE, WYOMING BY AND THROUGH ITS UTILITIES
DEPARTMENT STAFF IS AUTHORIZED TO SUBMIT A LEVEL II**

FEASIBILITY STUDY APPLICATION TO THE WYOMING WATER
DEVELOPMENT COMMISSION TO STUDY WATER STORAGE
IMPROVEMENT FOR THE CITY OF GILLETTE WATER SYSTEM.

PASSED, APPROVED AND ADOPTED THIS 18th DAY OF February 2020.

Louise Carter-King, Mayor

(SEAL)
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

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration of a Bid Award for the Pavement Management System (PMS) 2020 Project to Simon Contractors in the Amount of \$2,646,345.65 (1% Project).

BACKGROUND:

The PMS 2020 project construction limits (see attached map) will include the reconstruction of 6th Street from Gillette Avenue to Miller Avenue to include new storm sewer from Kendrick Avenue to Emerson Avenue, the reconstruction of Brooks Avenue from 6th Street to 8th Street, the overlay of Kendrick Avenue from 1st Street to 2nd Street, miscellaneous concrete panel replacement on Bundy Avenue between Railroad Street and Lonigan Street, replacement of the fillet and ADA ramp at Railroad Street and Brooks Avenue, replacement of selected concrete panels in the intersection of Gurley Avenue and Lincoln Street, the reconstruction of Warren Avenue from 10th Street to the south end of Warren, the reconstruction of Flying Circle Drive with added storm sewer from Jack Plane Lane to Ship Wheel Lane, and the overlay of Beaver Drive from Melissa Court to Burma Avenue.

Additional work in each of these areas will include updating ADA access, spot repair of sanitary sewer, and replacement of aged water fixtures.

Sixth Street project limits was bid with an alternate for either asphalt or concrete paving.

Ninety (90) working days has been scheduled to substantial completion of this project.

ACTUAL COST VS. BUDGET:

Bids for the PMS 2020 Project were received by the City of Gillette Purchasing Division at 2:00 p.m., Wednesday, February 5, 2020. Three (3) were received and read aloud. The results of those bids were as follows:

Simon Contractors	\$2,646,345.65	asphalt alternate for 6th St
Powder River Construction	\$2,616,212.48*	concrete alternate for 6th St
Croell	\$2,969,176.35	asphalt alternate for 6th St

The apparent low bidder was Powder River Construction at the bid opening, however,

our consultant discovered a math error on the bid from Powder River Construction. In accordance with the standard specifications in Section 200, Instructions to Bidders, any discrepancies within the bid form (math errors) then the unit pricing of the work shall govern the bid total. The error was in the amount of \$80,515.40 which increased the grand total of Powder River Construction's bid to \$2,698,518.83. The correction causes Simon Contractors to become the low bidder.

The bid results, with the corrected sum* are tabulated below. Also noted is the pavement alternative bid by each contractor for 6th Street.

Simon Contractors **\$2,646,345.65** asphalt alternate for 6th St

Powder River Construction \$2,698,518.83* concrete alternate for 6th St

Croell \$2,969,176.35 asphalt alternate for 6th St

Engineer's Construction Estimate \$3,044,936.50

SUGGESTED MOTION:

I move for Approval of a Bid Award for the PMS 2020 Project to Simon Contractors, in the Amount of \$2,646,345.65 (1% Project).

STAFF REFERENCE:

MAP/VIDEO - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download

☐ [Engineer's Bid Review](#)

☐ [Map](#)



1900 West Warlow Drive, Suite B
Gillette, WY 82716
307 682 9500
KLJENG.COM

February 7, 2020

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

Re: **2020 PMS**
Project No. 20EN06 – Bid Opening Results

Dear Mr. Merchen:

Bids for the above project were received at the City of Gillette Purchasing Office until 2:00 p.m., Wednesday, February 5th, 2020 at which time they were opened and read aloud. The following bids were submitted for consideration:

Bidder	Bid	Alternate
PRC, Inc.	\$ 2,616,212.48	B - 6.5" Portland Cement Concrete Paving
Croell, Inc.	\$ 2,969,176.35	A - 6.5" Asphaltic Concrete Paving
Simon Contractors	\$ 2,646,345.65	A - 6.5" Asphaltic Concrete Paving

The Engineer's opinion of probable construction costs, as prepared by KLJ, was estimated at \$3,044,936.50.

Review of the submitted bids found bid form discrepancies in the apparent low bid of PRC, Inc. Math errors were found in the following two bid items, 2" Asphaltic Concrete Paving and 4" Asphaltic Concrete Paving. A unit price of \$11.90 was provided for 2" Asphalt Concrete Paving, but the total was not added into the bid. This bid item increases the total bid by \$80,515.40. A math error occurred in the 4" Asphaltic Concrete Paving item, increasing the bid by \$1,790.95. Overall, the apparent low bid increased by \$82,306.35. Per Section 00200 – Instruction to Bidders, Article 14 Section 14.01.C. – Discrepancies between the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. The adjustments confirm Simon Contractors as the lowest responsive bid.

Bidder	Bid
PRC, Inc.	\$ 2,698,518.83
Croell, Inc.	\$ 2,969,176.35
Simon Contractors	\$ 2,646,345.65

KLJ considers the remaining bidders of Simon Contractors and Croell, Inc. to be responsive bids with no formal or informal discrepancies found. Simon Contractors is the low bidder with a bid price of \$2,646,345.65.



Bid Price Comparison

A bid tabulation of comparable unit pricing is attached. The largest disparity in pricing between the Engineer's opinion of probable cost and the low bidder is found in the following bid items:

- 18" Paved Road Subgrade Processing
- 6.5" Asphaltic Concrete Paving
- Install Handicap Ramp and Landing (6")

The total difference between the bid of Simon Contractors and the Engineer's opinion of probable cost for these bid items is \$249,511.00.

The low bid received was \$398,590.85 lower than the Engineer's Estimate; this is approximately 13.0%. The high bid received was approximately \$75,760.15 (2.4%) lower than the Engineer's Estimate.

The bid items Mobilization, Removal of Existing Asphalt, Imported Borrow (Sand) and Alternate A versus Alternate B provided the greatest separation between Simon Contractors confirmed low bid and that of the second lowest bidder, PRC, Inc.

Bid Analysis

Upon review of the bids, the project was discussed with Nate Wilson of Simon Contractors and he has confirmed that they are comfortable with their bid. Simon Contractors is a quality and reputable contractor who has the means available to complete this project within the provided schedule. They plan to have the Notice to Proceed issued on or near April 15, weather depending.

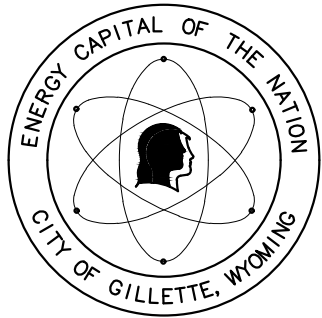
KLJ will defer to the City's legal counsel for a final determination and recommendation.

Sincerely,

KLJ

A handwritten signature in blue ink, appearing to read 'Adrienne Hahn', written in a cursive style.

Adrienne Hahn, PE
Project Manager



CONSTRUCTION PLANS FOR
CITY OF GILLETTE PMS 2020
CITY PROJECT NO. 20EN06

GOVERNING SPECIFICATIONS
City of Gillette Standard Construction Specifications
2017 and Applicable Supplements thereto.

SHEET NO.	SHEET TITLE
CS-1.0	COVER SHEET
NL-1.0	LEGEND
NL-1.1	LOCAL UTILITY AND EMERGENCY CONTACTS
NL-1.2	GENERAL NOTES
NL-1.3	SUMMARY OF QUANTITIES
NL-1.4 TO 1.10	OVERALL PROJECT LOCATION MAPS
NL-1.11 TO 1.12	ALIGNMENT & CONTROL POINT TABLES
EC-1.0 TO 1.8	EROSION & SEDIMENT CONTROL PLANS
TC-1.0 TO 1.12	TEMPORARY TRAFFIC CONTROL PLANS

TYPICAL SECTIONS	EXISTING TYPICAL SECTIONS
TS-1.0 TO 1.3	PROPOSED TYPICAL SECTIONS

REMOVAL AND REPLACEMENT PLANS	
TR-1.0 TO 1.5	EAST SIXTH STREET
TR-2.0 TO 2.1	SOUTH BROOKS AVENUE
TR-3.0	SOUTH KENDRICK AVENUE
TR-4.0 TO 4.2	BUNDY AVENUE
TR-4.3	EAST RAILROAD STREET
TR-4.4	NORTH GURLEY AVENUE
TR-5.0	WEST EIGHTH STREET
TR-6.0 TO 6.1	SOUTH WARREN AVENUE
TR-7.0 TO 7.1	EAST FLYING CIRCLE DRIVE
TR-8.0 TO 8.3	BEAVER DRIVE

SANITARY SEWER PLAN & PROFILE	
SA-1.0	E SIXTH STREET - ALLEY: KENDRICK & CAREY AVENUE
SA-1.1	E SIXTH STREET - ALLEY: CAREY & EMERSON AVENUE
SA-4.0	BUNDY AVENUE ALLEY

STORM SEWER PLAN & PROFILE	
SW-1.0 TO 1.2	EAST SIXTH STREET
SW-7.0 TO 7.1	EAST FLYING CIRCLE DRIVE

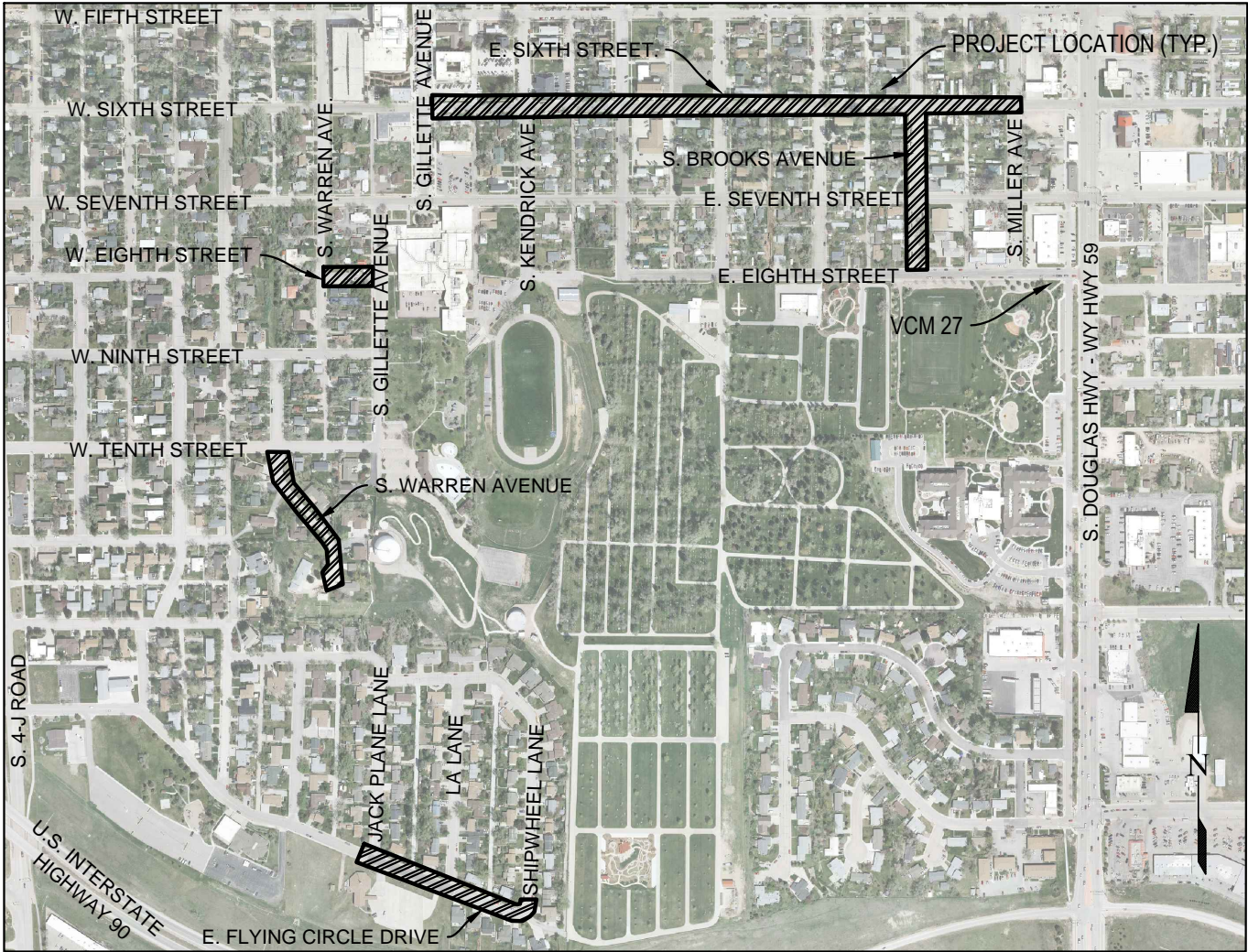
DETAILED GRADING PLAN	
DG-1.0 TO 1.15	EAST SIXTH STREET
DG-2.0 TO 2.5	SOUTH BROOKS AVENUE
DG-4.0	BUNDY AVENUE
DG-6.0 TO 6.2	SOUTH WARREN AVENUE
DG-7.0 TO 7.3	EAST FLYING CIRCLE DRIVE

STRIPING PLAN	
SP-2.0	SOUTH BROOKS AVENUE
SP-3.0	SOUTH KENDRICK AVENUE
SP-8.0 TO 8.1	BEAVER DRIVE

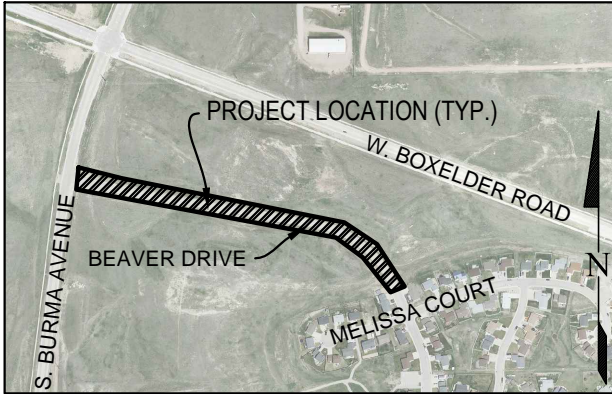
STANDARD CONSTRUCTION DETAILS	
DT-1.0	EROSION CONTROL DETAILS
DT-2.0 TO 2.7	STREET DETAILS
DT-3.0 TO 3.6	SIGNAGE AND TRAFFIC CONTROL DETAILS
DT-4.0	SANITARY SEWER DETAILS
DT-5.0 TO 5.3	WATER DISTRIBUTION DETAILS
DT-6.0 TO 6.2	STORM SEWER DETAILS

GEOTECHNICAL INVESTIGATION	
GT-1.0 TO 1.11	GEOTECHNICAL INVESTIGATION

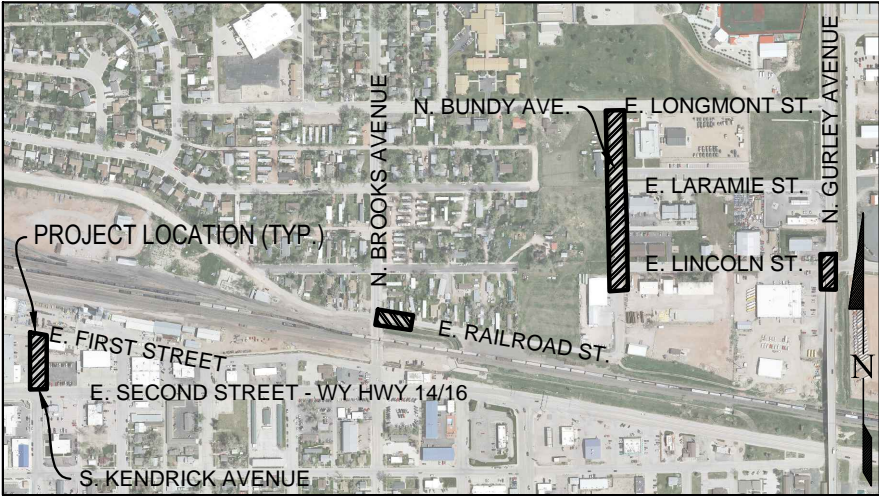
TOTAL # OF SHEETS = 145



VICINITY MAP
N.T.S.



VICINITY MAP
N.T.S.



VICINITY MAP
N.T.S.



BENCHMARK (E. 8th STREET):
CITY OF GILLETTE VCM #: 27

NORTHING: 1380365.41
EASTING: 570288.98
ELEVATION: 4532.823'

BENCHMARK (S. GILLETTE AVENUE):
CITY OF GILLETTE VCM #: 78

NORTHING: 1375325.102
EASTING: 568042.202
ELEVATION: 4534.993'

OWNER:

CITY OF GILLETTE
201 EAST 5TH STREET
GILLETTE, WY 82716
PHONE #307.686.5265

ENGINEER:

KLJ
1900 WEST WARLOW DRIVE,
SUITE B
GILLETTE, WY 82716
PHONE #307.682.9500
FAX #855.288.8055

AUTHORIZED BY:

CAPITAL PROJECTS COORDINATOR

DATE

CITY OF GILLETTE PMS 2020
CITY PROJECT NO. 20EN06

COVER SHEET



1900 WEST WARLOW DRIVE,
SUITE B
GILLETTE, WY 82716
307.682.9500
WWW.KLJENG.COM

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KLJ
ALL RIGHTS RESERVED

DATE: 1/17/2020
JOB NO: 1904-01539
DRAWN BY: AEM
APPROVED BY: AJH

COVER SHEET
CS-1.0



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration of a Bid Award for the 90,000 Gallon Hydrovac Pit Project to Powder River Construction, Inc., in the Amount of \$201,527.00.

BACKGROUND:

This project consists of the installation of a 105' x 55' two-chamber hydrovac disposal pit located at the warehouse storage yard (see attached map). The disposal pit is used by city staff and city run projects for emptying out the vac truck or vac trailers that are used to vac out waste material in regards to water main breaks, sanitary sewer plugs and locating other utilities (potholing). The existing disposal pit is made up of just dirt and when vac trucks and trailers empty out and wash out the equipment, it gets to muddy to continue using the facility until it dries out.

We proposed an Alternate Bid of using all concrete with the project instead of utilizing concrete and asphalt in the project scope. By providing a concrete alternate, we feel the best competitive bids were submitted.

ACTUAL COST VS. BUDGET:

The City of Gillette, Purchasing Division, opened bids for the project at the City Warehouse on Wednesday, February 5th, 2020 at 10:00 A.M..

The following table summarizes the bids received and the Engineer's Estimate.

Bidder	Asphalt Base Bid	Concrete Alternate Bid
Powder River Construction	\$ 204,827.00	\$ 201,527.00
Van Ewing Construction	\$ 219,088.38	\$ 213,936.77
Oedekoven Excavating	\$ 284,394.80	\$ 281,919.80
Hladky Construction	\$ 304,145.00	\$ 307,115.00
Engineer's Estimate	\$ 253,044.00	\$ 254,692.00

BID IRREGULARITIES: No bid irregularities were found. All four bids were received on time.

CONSTRUCTION ESTIMATE: The total construction cost for this project was estimated at \$253,044.00 and was prepared by Inberg-Miller Engineering. The low bid from Powder River Construction, Inc. was \$201,527.00. Powder River Construction's bid was approximately 20% lower than the Engineer's Estimate.

Budget: The funding for this project has been allocated from the Warehouse Fund Account 603-25-28-415-70-47510 in the amount of \$ 201,527.00.

SUGGESTED MOTION:

I move for Approval of a Bid Award for the 90,000 Gallon Hydrovac Pit Project to Powder River Construction, Inc., in the Amount of \$201,527.00.

STAFF REFERENCE:

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

ATTACHMENTS:

Click to download

☐ [Area Map](#)

ArcGIS Web Map



950 W Warlow Dr/Irrigation ?????

940 NORTH GATE

800
WAREHOUSE

800
SIGN &
BRINE TRAFFIC
BUILDING

710 FH3



CITY OF GILLETTE

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

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.



1 inch = 166.67 feet

1 in = 0.03 miles

February 12, 2020

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

City of Gillette, GIS Division, Campbell County, City of Gillette, GIS
Division, National Hydrography Dataset, City of Gillette, GIS



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

An Ordinance of the City of Gillette Amending Chapter Fourteen to Include a New Section Titled "Games of Skill" and Providing for an Effective Date.

BACKGROUND:

The City does not regulate electronic systems or devices that affords an opportunity for the exercise of skill or judgment where the outcome is not completely controlled by chance alone, for the purpose of wagering. Because the devices are not regulated and there are issues regarding payouts from the devices, proper functioning of the devices, and minors using the devices, the devices jeopardize the public health safety and welfare of the City. The City is specifically authorized to, "[r]egulate, prevent or suppress ...conduct which disturbs or jeopardizes the public health, safety, peace or morality, in any public or private place." The City ordinance will require a permit for the devices; set the criteria to obtain a permit; set a fee for the permit; and regulate the use and location of the devices.

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I Move for the Approval of an Ordinance of the City of Gillette Amending Chapter Fourteen to Include a New Section Titled "Games of Skill" and Providing for an Effective Date, on First Reading.

STAFF REFERENCE:

Anthony Reyes, City Attorney

ATTACHMENTS:

Click to download

☐ [Game of Skill First Reading](#)

AN ORDINANCE OF THE CITY OF GILLETTE AMENDING CHAPTER FOURTEEN TO
INCLUDE A NEW SECTION TITLED “GAMES OF SKILL”AND PROVIDING FOR AN
EFFECTIVE DATE.

WHEREAS, the Governing Body of the City of Gillette desires to revise Chapter 14, to include Section 14-42 in the Gillette City Code.

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

SECTION ONE. Chapter 14 of the Gillette City Code, is amended to include the following offense:

§14- 42 Games of Skill.

A. Legislative Finding and Declaration.

(1) The City of Gillette expressly finds and declares that:

- (a) The use of an electronic system or device that affords an opportunity for the exercise of skill or judgment where the outcome is not completely controlled by chance alone, for the purpose of wagering (“Device”) jeopardizes the public morality;
- (b) Device(s) are unregulated and therefore the owner is under no obligation to require that the Device is inspected by a neutral party to make sure the Device is functioning properly thereby jeopardizing the public health and safety of the citizens of Gillette.
- (c) The Device(s) are unregulated and therefore no mechanism exists that allows a patron to collect the prize money advertised by the Device for a win other than to request the funds from the bar thereby jeopardizing the public health and safety of the citizens of Gillette.
- (d) The Device(s) are found predominately in liquor establishments. According to City Code minors are allowed in certain establishments until 2:00am. Because the Device(s) are unregulated, minors are not prohibited from using

the Device to wager thereby jeopardizing the public health and safety of minors.

- (e) The City cannot prohibit the Device(s) as gambling devices.
 - (f) The City is authorized to regulate Device(s) to promote the health, safety and welfare of the citizens of the City of Gillette.
- (2) This Ordinance is adopted to promote the health, safety and welfare of the citizens of the City of Gillette.

B. Definitions.

- (1) For the purposes of this Chapter only, the following words and phrases shall mean:
- (a) “Device” means an electronic system or device that affords an opportunity for the exercise of skill or judgment where the outcome is not completely controlled by chance alone, for the purpose of wagering.
 - (b) “Wager” means the act of betting a sum of money on the outcome of an unpredictable event.
 - (c) “Permit” means a permit issued by the Gillette City Clerk.
 - (d) “Certificate or Certification” means the required certification from an independent third party authorized by law to designate the Device as a skill game.

C. Applications and Fees

- (1) The City retains authority to license and regulate, or prohibit the use of Devices. The City retains sole authority to approve or deny a Permit, or to place conditions on the issuance of the Permit.
- (2) Any person, corporation or association requesting a Permit authorized by this Section shall apply to the City Clerk before 3:00pm for issuance on the same day.

- (3) The application shall be made under oath. The application shall be filed in the office of the City Clerk and shall contain the following information:
- (a) The location and/or building in which the Device(s) will be placed, no location and/or building may have more than (5) Devices; and
 - (b) The name, age and residence of the applicant, and of each applicant or partner if the application is made by more than one (1) individual or by a partnership; and
 - (c) A disclosure of any criminal record of the applicant or any partner equal to a felony conviction under Wyoming law within ten (10) years prior to the filing of the application; and
 - (d) If the applicant is a corporation:
 - (i) The name, age and residence of each officer, director and stockholder holding or owning, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation; and
 - (ii) Whether any officer, director or stockholder with ten percent (10%) or more ownership has been convicted of a felony under Wyoming law within ten (10) years.
 - (e) If the applicant is a limited liability company:
 - (i) The name, age and residence of each officer, manager and member holding, either jointly or severally, ten percent (10%) or more of the outstanding ownership or membership interest of the limited liability company; and
 - (ii) If any officer, manager or member with ten percent (10%) or more ownership has been convicted of a felony under Wyoming law within ten (10) years.
 - (f) The number of Devices and the maximum payout of each Device; and

- (g) Proof of the ability to pay the combined maximum payout of every Device at a location in the form of insurance, surety bond, or an escrow account funded with the maximum winnings; and
 - (h) Certificate for each Device from an independent third party designating the machine as a skill game; and
 - (i) Any software or game update requires a new Certificate; and
 - (j) Annual Certification is required for every Device; and
 - (k) Proof of Certification must be displayed on each Device to allow for inspection; and
 - (l) The site and the zoning of the site where the applicant will place the Device; and.
 - (m) The name and address of the owner of the machine and a copy of any rental or lease agreement between the owner and Permittee.
- (4) No person or partner shall have any interest, directly or indirectly, in a Permit unless he signs and verifies the application for the Permit. No corporation shall be granted a Permit unless two (2) or more of the officers or directors sign and verify the application on behalf of the corporation and also verify upon their oath as individuals that the statements and provisions contained therein are true, except that if all the stock of the corporation is owned by one (1) individual then that individual may sign and verify the application and verify upon his oath that the statements and provisions contained therein are true. No limited liability company shall be granted a Permit unless at least one (1) of the officers, managers, or if there are no officers or managers, at least one (1) of the members who is duly authorized to act on behalf of the limited liability company signs and verifies the application on behalf of the company and also verifies upon his oath that the statements and provisions contained therein are true.
- (5) A Permit shall not be held by or issued to:

- (a) The Mayor, member of the City Council or County Commissioner for Campbell County, Wyoming;
 - (b) Any person employed by the State, the City of Gillette, the Campbell County Sheriff's Department as a law enforcement officer or any person who holds office as a law enforcement officer through election.
 - (c) Any person under the age of twenty-one (21) years.
- (6) A Permit is valid for one year from July 1. The fee for a Permit is one thousand two hundred dollars (\$1,200.00); and five hundred dollars (\$500.00) for each Device. Any location and/or building may have a maximum of five (5) Devices. Additional Devices added during the year are not prorated.
 - (7) Applications for renewal shall be filed no later than thirty (30) days prior to expiration.
 - (8) The applicant shall provide with the application or application for renewal the fee of one thousand two hundred dollars (\$1,200.00) for the Permit; and five hundred (\$500.00) dollars for each Device.
 - (9) Fees required to be tendered under this Section shall be paid to the Gillette City Clerk by means of cash, personal check, or business check.
 - (10) An applicant for a renewal Permit may appeal to the City Administrator from an adverse decision by the City Clerk. No applicant for a new Permit shall have a right of appeal from the decision of the City Clerk denying an application.
 - (11) Permits are nontransferable.
 - (12) Every Permittee shall display its Permit at all times in a prominent place at each public entrance.

D. Prohibited Use of Devices

- (1) It is unlawful for any person, corporation or association to offer to the public or to utilize a Device, without a Permit.

- (2) It is unlawful for any person, corporation or association to offer to the public or to utilize a Device, without a Certificate.
- (3) It is unlawful for any person, corporation or association to offer to the public or to utilize a Device between the hours of 2:00am and 6:00am.
- (4) It is unlawful for any person, corporation or association, with or without a Permit, to offer use of a Device to any person under the age of twenty-one (21) years.
- (5) It is unlawful for any person, corporation or association to place more than five (5) Devices at any location and/or building.
- (6) It is unlawful for any person under the age of twenty-one (21) years to use a Device.

E. Penalties

- (1) Any person, corporation or association who violates any provision of this Ordinance is guilty of a misdemeanor and shall be fined not more than seven hundred and fifty dollars, imprisoned for not more than six (6) months, or both. Each day of non-compliance with any provision of this ordinance shall constitute a separate offense. Each Device in non-compliance with any provision of this ordinance shall constitute a separate offense.
- (2) In addition, to the above penalties, any person, corporation or association who is convicted of violation of any provision of this Ordinance is subject to an administrative fee:
 - (a) First conviction for a violation of this Section, the Permittee shall pay the City Clerk, an administrative fee in the amount of five hundred dollars (\$500.00);
 - (b) Second conviction, within a twelve (12) month period, for a violation of this Section, the Permittee shall pay the City Clerk, an administrative fee in the amount of one thousand dollars (\$1,000.00);

- (c) Third conviction, within a twelve (12) month period, for a violation of this Section, the Permittee shall pay the City Clerk, an administrative fee in the amount of one thousand five hundred dollars (\$1,500.00) and its Permit will immediately be revoked;
 - (d) All administrative fees shall be paid to the City Clerk within ten (10) days. Failure to pay an administrative fee will result in immediate revocation of the Permit.
- (3) In addition, to the above penalties, all non-permitted Devices, wagering records, and wagering proceeds are subject to seizure by any peace officer and shall be disposed of in accordance with Wyoming law.
 - (4) In addition, to the above penalties, the City reserves the right to immediately revoke any Permit for an egregious violation of this Section. An egregious violation of this Section is determined at the sole discretion of the City.

F. Inspection

- (1) The City police may enter and inspect every location and/or building or place business that offers a Device for purposes of inspection of the Certificate or to check identification of patrons using the Device pursuant to this Section, or any other lawful reason, during regular business hours.

G. Effective Date

- (1) This ordinance is effective July 1, 2020.

PASSED, APPROVED, AND ADOPTED this ____ day of _____ 2020.

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

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

A Public Hearing to Consider the Renewal of Retail, Restaurant, Bar & Grill, Limited Club, Microbrewery, Winery, Winery Satellite, and Resort Licenses, and Special Malt Beverage Permit, for the 2020-2021 Liquor Licensing Period.

BACKGROUND:

Liquor license and permit holders are required to renew their respective licenses/permits annually. All applications have been submitted to the Wyoming Liquor Division. The public hearing was published for two (2) consecutive weeks, January 31st and February 7th. All liquor license establishments have been posted and no protests have been received.

2020 RENEWAL APPLICATIONS: (Total of 56 applications) 31 Retail; 9 Restaurant; 4 Bar & Grill; 2 Resort; 5 Limited Club; 2 Microbrewery; 1 Winery, 1 Winery Satellite; 1 Special Malt Beverage Permit. (Gillette currently has 6 Bar & Grill Licenses available.)

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

Click to download

☐ [Public Hearing Notice](#)

PUBLIC HEARING NOTICE

Notice of Application for License/Permit Renewals of Retail, Restaurant, Limited, Bar & Grill, Microbrewery, Winery, Winery Satellite, Special Malt Beverage, and Resort. Notice is hereby given that the following establishments have filed an application to renew their liquor license/permit.

RETAIL LICENSES

AB Gillette WY, LLC, d.b.a. Applebees Neighborhood Grill & Bar
Absolute, LLC, d.b.a. Legends
Albertsons, LLC, d.b.a. Albertsons #67
Andresen, Inc., d.b.a. Jacks Drive-In Liquors
Bar & Liquor, LLC, d.b.a. Grinners
BGM Partners, LLC, d.b.a. Pats Drive-Up Liquor
Boot Hill, Inc., d.b.a. Boot Hill
CBH Cooperative, d.b.a. Travel Plaza
Center Bar, Inc., d.b.a. Center Bar
Corner Pocket of Gillette, Inc., d.b.a. Mingles Uncle Fredgies
Creative Beverages, LLC, d.b.a. Creative Beverages
D&D Enterprises, Inc., d.b.a. Camelanes Silver Bullet
DLM Investments, LLC, d.b.a. Energy Station
East Side Liquors, Inc., d.b.a. East Side Liquors
Eisheid Investments, LLC, d.b.a. Rail Yard
Family Fun Frontier Center, LLC, d.b.a. Family Fun Frontier Center
Fireside Enterprises, LLC, d.b.a. Fireside Lounge
Gillette Entertainment, LLC, d.b.a. National 9 Inn Sundance Lounge
Good Times Liquors & Lounge, LLC, d.b.a. Good Times Liquor & Lounge
H&S, Inc., d.b.a. Other Side Bar & Grill
Lakeside Partners, LLC, d.b.a. Lakeside Liquor and Lounge
LMM Enterprises, LLC, d.b.a. Montgomery Bar
OC Gillette, LLC, d.b.a. Old Chicago Restaurant
Pizza Carrello, LLC, d.b.a. Pizza Carrello
Pokeys Barbeque & Smokehouse, Inc., d.b.a. Pokeys BBQ & Smokehouse
Prime Rib, Inc., d.b.a. Prime Rib Restaurant
Sappor Gillette, Inc., d.b.a. Sappor Sushi Hibachi
Taylor Management, LLC, d.b.a. Fiesta Tequila
TPD Enterprises, Inc., d.b.a. TLC Liquors
White Pony, Inc., d.b.a. Humphreys Bar & Grill
Wyoming Downs OTB 7, LLC, d.b.a. Wyoming Downs OTB 7

RESTAURANT LICENSES

Bagnavilla, LLC, d.b.a. The Coop
Compadres, LLC, d.b.a. Los Compadres
IBLA, LLC, d.b.a. Armando's Taco & Pasta Shop
Monas Café, LLC, d.b.a. Monas Café
Peak Mountain, Inc., d.b.a. GW Restaurant
Pizza Hut of Gillette, Inc., d.b.a. Pizza Hut
Powder River BBQ, LLC, d.b.a. Dickeys Barbecue
Sakura 1984, Inc., d.b.a. Amber Japanese Steak House
Wing Lee, LLC, d.b.a. Great Hong Kong

BAR & GRILL LICENSES

FRG Gillette, LLC, d.b.a. Wyomings Rib & Chop
H&H Cuisine, Inc, d.b.a. Ruby Tuesday
Rodel, LLC, d.b.a. Las Margaritas
Screamin' Hot Wyoming, LLC, d.b.a. Buffalo Wild Wings

WINERY & WINERY SATELLITE PERMIT

Big Lost Meadery, LLC, d.b.a. Big Lost Meadery

SPECIAL MALT BEVERAGE PERMIT

Gillette Junior Hockey, LLC, d.b.a. Gillette Junior Hockey

RESORT LICENSES

LOF Gillette, LLC, d.b.a. Ramada Plaza Gillette
M. Farid & Bibi Israr Khan, d.b.a. Tower West Lodge

LIMITED CLUB LICENSES

American Legion #42, d.b.a. American Legion #42
Campbell County Parks & Rec Board, d.b.a. Bell Nob Club House
Eagles FO #2711, d.b.a. Eagles FOE #2711
Gillette Elks Lodge #2825, d.b.a. Gillette Elks Lodge #2825
Gillette Golf & Country Club, Inc., d.b.a. Gillette Golf & Country Club

MICROBREWERY

Big Lost Meadery, LLC, d.b.a. Big Lost Meadery
Gillette Brewing Company, LLC, d.b.a. Gillette Brewing Company

And protests, if any there be, against the renewal of these licenses and/or permits will be heard on Tuesday, February 18, 2020, at 7:00 p.m., or as soon thereafter as so ordered by the City Council of Gillette, Wyoming, in the City Council Chambers of the City of Gillette, located at 201 E. 5th St., Gillette, Wyoming. Dated this 15th day of January 2020 - 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

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration for the Renewal of Retail Licenses for the 2020-2021 Liquor Licensing Period.

BACKGROUND:

Liquor license and permit holders are required to renew their respective licenses/permits annually. All applications have been submitted to the Wyoming Liquor Division. The public hearing was published for two (2) consecutive weeks, January 31st and February 7th. No protests have been received. All liquor establishments have been posted.

2020 RENEWAL APPLICATIONS: (Total of 56 applications) 31 Retail; 9 Restaurant; 4 Bar & Grill; 2 Resort; 5 Limited Club; 2 Microbrewery; 1 Winery, 1 Winery Satellite; 1 Special Malt Beverage Permit. (Gillette currently has 6 Bar & Grill Licenses available.)

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I Move for the Renewal of Retail Licenses for the 2020-2021 Liquor Licensing Period.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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☐ [Public Hearing Notice](#)

PUBLIC HEARING NOTICE

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Albertsons, LLC, d.b.a. Albertsons #67
Andresen, Inc., d.b.a. Jacks Drive-In Liquors
Bar & Liquor, LLC, d.b.a. Grinners
BGM Partners, LLC, d.b.a. Pats Drive-Up Liquor
Boot Hill, Inc., d.b.a. Boot Hill
CBH Cooperative, d.b.a. Travel Plaza
Center Bar, Inc., d.b.a. Center Bar
Corner Pocket of Gillette, Inc., d.b.a. Mingles Uncle Fredgies
Creative Beverages, LLC, d.b.a. Creative Beverages
D&D Enterprises, Inc., d.b.a. Camelanes Silver Bullet
DLM Investments, LLC, d.b.a. Energy Station
East Side Liquors, Inc., d.b.a. East Side Liquors
Eisheid Investments, LLC, d.b.a. Rail Yard
Family Fun Frontier Center, LLC, d.b.a. Family Fun Frontier Center
Fireside Enterprises, LLC, d.b.a. Fireside Lounge
Gillette Entertainment, LLC, d.b.a. National 9 Inn Sundance Lounge
Good Times Liquors & Lounge, LLC, d.b.a. Good Times Liquor & Lounge
H&S, Inc., d.b.a. Other Side Bar & Grill
Lakeside Partners, LLC, d.b.a. Lakeside Liquor and Lounge
LMM Enterprises, LLC, d.b.a. Montgomery Bar
OC Gillette, LLC, d.b.a. Old Chicago Restaurant
Pizza Carrello, LLC, d.b.a. Pizza Carrello
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IBLA, LLC, d.b.a. Armando's Taco & Pasta Shop
Monas Café, LLC, d.b.a. Monas Café
Peak Mountain, Inc., d.b.a. GW Restaurant
Pizza Hut of Gillette, Inc., d.b.a. Pizza Hut
Powder River BBQ, LLC, d.b.a. Dickeys Barbecue
Sakura 1984, Inc., d.b.a. Amber Japanese Steak House
Wing Lee, LLC, d.b.a. Great Hong Kong

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Screamin' Hot Wyoming, LLC, d.b.a. Buffalo Wild Wings

WINERY & WINERY SATELLITE PERMIT

Big Lost Meadery, LLC, d.b.a. Big Lost Meadery

SPECIAL MALT BEVERAGE PERMIT

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Eagles FO #2711, d.b.a. Eagles FOE #2711
Gillette Elks Lodge #2825, d.b.a. Gillette Elks Lodge #2825
Gillette Golf & Country Club, Inc., d.b.a. Gillette Golf & Country Club

MICROBREWERY

Big Lost Meadery, LLC, d.b.a. Big Lost Meadery
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And protests, if any there be, against the renewal of these licenses and/or permits will be heard on Tuesday, February 18, 2020, at 7:00 p.m., or as soon thereafter as so ordered by the City Council of Gillette, Wyoming, in the City Council Chambers of the City of Gillette, located at 201 E. 5th St., Gillette, Wyoming. Dated this 15th day of January 2020 - Cindy Staskiewicz, City Clerk



CITY OF GILLETTE
P.O. Box 3003
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CITY OF GILLETTE

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration for the Renewal of a Microbrewery License to Big Lost Meadery, LLC, d.b.a. Big Lost Meadery, for the 2020-2021 Licensing Period, Contingent Upon Meeting Production Requirements as Dictated by the Wyoming Liquor Division and Wyoming State Statute.

BACKGROUND:

Liquor license and permit holders are required to renew their respective licenses/permits annually. All applications were submitted to the Wyoming Liquor Division ("WLD"). Corrections, if applicable, were submitted to the WLD and accepted as complete, except for Big Lost Meadery. As of February 18, 2020, Big Lost Meadery's production reports indicate production of a total 36.5 barrels. Sam Clikeman, owner of Big Lost Meadery, indicated that the fifty (50) barrel minimum would be met and reported to the WLD on their March 2020 production report. Per W.S. 12-1-101(a)(xix), microbreweries have until the end of the licensing period, March 31, 2020, to meet the minimum requirement of the production of fifty (50) barrels to be considered a microbrewery.

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move for the Renewal of a Microbrewery License to Big Lost Meadery, LLC, d.b.a. Big Lost Meadery, for the 2020-2021 Licensing Period, Contingent Upon Meeting Production Requirements as Dictated by the Wyoming Liquor Division and Wyoming State Statute.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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☐ [Correction Notice](#)



6601 Campstool Rd, Cheyenne, Wyoming 82002-0110

Please send corrections to one of the following:

Kelly Hunt	777-6449	Kelly.hunt@wyo.gov
Jason Allen	777-7233	Jason.allen@wyo.gov
Thomas Montoya	777-6453	Thomas.montoya@wyo.gov

January 24, 2020

GILLETTE CITY CLERK
PO BOX 3003
GILLETTE, WY 82717

Applicant: BIG LOST MEADERY LLC

Business Name: BIG LOST MEADERY

We are in receipt of the liquor license application for the above applicant and find the following discrepancies.

City/County Info W.S. 12-4-104 thru 106-

Application Info-

Legal Description W.S. 12-4-102 (a)(vii) -

Lease Agreement Term W.S. 12-4-103(a)(iii) -

Lease Sales Provision W.S. 12-4-103(a)(iii) -

Questions Not Completed-

Financial Statement W.S. 12-4-102(a)(vi) -

Secretary of State W.S. 12-4-103(a)(x) -

Notary W.S. 12-4-102(a) -

Drawing Not Provided W.S. 12-4-102(a)(i)-

Dispensing Room W.S. 12-4-410 -

Food Service Permit W.S. 12-4-407(a) -

Additional Comments- **Q-5(a): WLD records show that only 36.50 barrells of malt beverage have been produced during this license term as of Dec. 2019. Ann additional 13.5 barrells must be produced to meet the minimum of 50 barrells to renew the license per W.S. 12-1-101(a)(xix).**

Please make corrections on the application. Please return this memo along with the updated application. Only copies of the corrected pages need to be returned.



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration for the Renewal of Restaurant, Bar & Grill, Limited Club, Microbrewery, Winery, Winery Satellite, and Resort Licenses, and Special Malt Beverage Permit for the 2020 -2021 Liquor Licensing Period.

BACKGROUND:

Liquor license and permit holders are required to renew their respective licenses/permits annually. All applications have been submitted to the Wyoming Liquor Division. Corrections, if applicable, have been submitted to the Wyoming Liquor Division and accepted as complete. The public hearing was published for two (2) consecutive weeks, January 31st and February 7th. No protests have been received. All liquor establishments have been posted.

2020 RENEWAL APPLICATIONS: 31 Retail; 9 Restaurant; 4 Bar & Grill; 2 Resort; 5 Limited Club; 2 Microbrewery; 1 Winery, 1 Winery Satellite; 1 Special Malt Beverage Permit. (Gillette currently has 6 Bar & Grill Licenses available.)

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I Move for the Renewal of Restaurant, Bar & Grill, Limited Club, Microbrewery, Winery, Winery Satellite, and Resort Licenses, and Special Malt Beverage Permit for the 2020 -2021 Liquor Licensing Period.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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No Attachments Available



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

A Public Hearing to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain in a Microbrewery, Winery, or Winery Satellite Licensed Building for the Liquor Licensing Period April 1, 2020 to March 31, 2021.

BACKGROUND:

Per Gillette City Code 3-32 (a), 3-33 (a), 3-34 (a), and 3-35 (a), (applicable to Microbrewery, Winery, Satellite Manufacturer Brewery, and Satellite Manufacturer Winery): "After proper notice and public hearing and with the approval of the Governing Body, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 2:00 A.M."

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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☐ [Public Hearing Notice](#)

PUBLIC HEARING

Notice is hereby given that a public hearing will be held by the City Council of Gillette, Wyoming at 7:00 p.m., February 18, 2020 in the City Council Chambers of the City of Gillette located at 201 East Fifth Street, Gillette, Wyoming; to consider whether persons under the age of 21 years may enter and/or remain in a licensed building with a microbrewery, winery and/or satellite winery permit. Protests, if any, will be heard during the public hearing.

Dated this 15th day of January 2020

Cindy Staskiewicz, City Clerk

Publish: January 31, 2020
 February 7, 2020



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain in a Microbrewery, Winery, or Winery Satellite Licensed Building for the Liquor Licensing Period April 1, 2020 to March 31, 2021.

BACKGROUND:

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ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I Move to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain in a Microbrewery, Winery, or Winery Satellite Licensed Building for the Liquor Licensing Period April 1, 2020 to March 31, 2021.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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No Attachments Available



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

A Public Hearing to Consider Allowing Persons Under the Age of Twenty-One (21) Years to Enter or Remain Until 2:00 a.m. in the Licensed Building for the Establishment, Bar & Liquor, LLC, d.b.a. Grinners.

BACKGROUND:

Owners, Rusty and Toni Bell, have requested to allow persons under the age of 21 (including youth 12 and older) into the Axe House for axe throwing activities.

Per GCC 3-24: "Special Conditions for the Operation of Certain Types of Liquor Licenses within the Jurisdictional Boundaries of the City of Gillette. The Governing Body of the City of Gillette establishes the following special conditions for each type of license or permit which may be issued by the Governing Body.

Licensed Building Restrictions

(a) Except as provided in this Section, no licensee or agent, employee or server thereof shall knowingly permit any person under the age of twenty-one (21) years to enter or remain in a licensed building where alcoholic or malt beverages are dispensed in an establishment that provides adult entertainment and/or is primarily for on-premise consumption where the primary source of revenue from the operation is from the sale of alcoholic or malt beverages unless:

(1) The establishment is operating a restaurant with a commercial kitchen where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages;

(2) The establishment operates a commercial kitchen, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 2:00 A.M.;

(3) Limited Retail (Club) Licenses are exempt from the age restrictions listed above;

(A) Limited Retail (Club) License holders may dispense alcoholic or malt beverages from locations outside of their licensed building as approved by the governing body.

(4) Any other establishment approved by the governing body, including but not limited to: Bowling alleys, hotels, coffee shops, theaters, civic/event centers, family entertainment centers, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 2:00 A.M.;

(5) Under no circumstances shall an individual under the age of twenty-one (21) be seated, or allowed to remain, at a bar, counter, or area where alcoholic or malt beverages are dispensed;

(6) Establishments that operate primarily for off-premise sales shall maintain a separate area for the sale of alcoholic or malt beverages. Grocery stores shall have an age restricted area to prevent alcoholic beverages from being sold next to grocery items in accordance with Wyo. Stat. §12-6-101.

(A) Persons under the age of twenty-one (21) years may enter or remain in the licensed building only when accompanied by his parent or guardian who is at least twenty-one (21) years of age and the licensed building is for the sale of alcoholic or malt beverages for off-premises consumption and separate from any licensed building for on-premises consumption.

(7) Employees of the licensee under the age of twenty-one (21) may be permitted in the course of their employment to work in the licensed building until the hour of 2:00 A.M."

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> Public Hearing Notice

PUBLIC HEARING

Notice is hereby given that a public hearing will be held by the City Council of Gillette, Wyoming at 7:00 p.m., February 18, 2020 in the City Council Chambers of the City of Gillette located at 201 East Fifth Street, Gillette, Wyoming; to consider whether persons under the age of 21 years may enter and/or remain in a licensed building for the establishment, Bar & Liquor, LLC, d.b.a Grinners. Protests, if any, will be heard during the public hearing.

Dated this 11th day of February 2020

Cindy Staskiewicz, City Clerk

Publish: February 14, 2020
 February 18, 2020



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

www.gillettewy.gov

DATE: 2/18/2020 7:00:00 PM

SUBJECT:

Council Consideration to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain Until 2:00 a.m. in the Licensed Building for the Establishment, Bar & Liquor, LLC, d.b.a. Grinners.

BACKGROUND:

Owners, Rusty and Toni Bell, have requested to allow persons under the age of 21 (including youth 12 and older) into the Axe House for axe throwing activities.

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(1) The establishment is operating a restaurant with a commercial kitchen where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages;

(2) The establishment operates a commercial kitchen, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 2:00 A.M.;

(3) Limited Retail (Club) Licenses are exempt from the age restrictions listed above;

(A) Limited Retail (Club) License holders may dispense alcoholic or malt beverages from locations outside of their licensed building as approved by the governing body.

(4) Any other establishment approved by the governing body, including but not limited to: Bowling alleys, hotels, coffee shops, theaters, civic/event centers, family entertainment centers, persons under the age of twenty-one (21) years may enter or remain in the licensed building until the hour of 2:00 A.M.;

(5) Under no circumstances shall an individual under the age of twenty-one (21) be seated, or allowed to remain, at a bar, counter, or area where alcoholic or malt beverages are dispensed;

(6) Establishments that operate primarily for off-premise sales shall maintain a separate area for the sale of alcoholic or malt beverages. Grocery stores shall have an age restricted area to prevent alcoholic beverages from being sold next to grocery items in accordance with Wyo. Stat. §12-6-101.

(A) Persons under the age of twenty-one (21) years may enter or remain in the licensed building only when accompanied by his parent or guardian who is at least twenty-one (21) years of age and the licensed building is for the sale of alcoholic or malt beverages for off-premises consumption and separate from any licensed building for on-premises consumption.

(7) Employees of the licensee under the age of twenty-one (21) may be permitted in the course of their employment to work in the licensed building until the hour of 2:00 A.M."

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move to Allow Persons Under the Age of Twenty-One (21) Years to Enter or Remain Until 2:00 a.m. in the Licensed Building for the Establishment, Bar & Liquor, LLC, d.b.a. Grinners.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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No Attachments Available