



CITY OF GILLETTE

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ADMINISTRATION

PHONE 307-686-5203

MEMORANDUM

TO: Mayor and Members of the City Council
FROM: Michael Cole, City Administrator
RE: General Information
DATE: May 29, 2026

The following meetings are scheduled for the week of **May 30 – June 5, 2026**

Tuesday, June 2nd

6:00 p.m. City Council Meeting, Council Chambers

Wednesday June 3rd – Friday June 5th

WAM Summer Conference, Hilton Garden Inn, Laramie

1. **City Administrator Cole will be Out of the Office June 3-5 attending the WAM (Wyoming Association of Municipalities) Summer Conference in Laramie. Human Resources Director Wasson will serve as Acting Administrator in his absence.**

MC/adw