CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.
Tuesday, April 7, 2026
6:00 PM

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. **Invocation and Pledge of Allegiance led by Pastor Marty Crump of Family Life Church.**

C. APPROVAL OF GENERAL AGENDA

D. APPROVAL OF CONSENT AGENDA

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a member of Council so requests, in which case, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

1. **Special Meeting Minutes - March 24, 2026**
   Special Meeting Minutes (PD Recognition Night) - March 26, 2026

2. **<u>ORDINANCE 3RD READING</u>**
   Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of a 10-Foot-Wide General Utility Easement, as Recorded in Book 9 Of Plats, Page 169-170, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 5/0)

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

3. **Bills and Claims**

   Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

1. **Mayor Lundvall - $2,376.00**
   S&S Builders - $2,376.00 - Surface Leveling on West 4-J

   Staff Reference: Michelle Henderson, Finance Director

F. COMMENTS

<u>Council:</u>

Liaison:

Written:

Other - Comments:

G. PROCLAMATIONS / PRESENTATIONS

1. **A Proclamation Designating April 2026 as *National Community College Month.***
   ~ President Janell Oberlander, Gillette College

   Staff Reference: Michael H. Cole, City Administrator

2. **A Proclamation Designating April 2026 as *Sexual Assault Awareness Month.***
   ~ Tatyana Walker, Executive Director, Gillette Abuse Refuge Foundation

   Staff Reference: Michael H. Cole, City Administrator

3. **A Proclamation Designating April 14, 2026 as *National Pathologists' Assistant Day.***
   ~ Jennifer McGee, Campbell County Health

   Staff Reference: Michael H. Cole, City Administrator

4. **Things to Know Video for April, 2026.**

   Staff Reference: VIDEO - Jennifer Toscana, Public Affairs Director

5. **Recycling Presentation & Yard Waste Program**

   Staff Reference: Sawley Wilde, Public Works Director

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. **Council Consideration of a Special Event Permit on June 18, 2026 from 2:30 p.m. to 5:00 p.m. for a Skate Jam Expo, Requested by the Campbell County Public Library.**

   Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

2. **Council Consideration to allow Lakeside Partners LLC d.b.a. Lakeside Liquor and Lounge to utilize their Retail Liquor License to apply for a Catering Permit in Hulett, WY for an Annual Old West Invitational Turkey Shoot Event on April 30, 2026.**

   Staff Reference: Jennifer Toscana, Public Affairs Director

3. **Council Consideration to allow Gillette Entertainment LLC d.b.a. Sundance Lounge to utilize their Retail Liquor License to apply for a 24-Hour Alcoholic Beverages Sales Permit in Arvada, WY (Campbell County) for a 4-G Historical Society Fundraising Event on April 25, 2026.**

   Staff Reference: Jennifer Toscana, Public Affairs Director

4. **Appointment of an Official Voting Delegate and Alternate Voting Delegate for the 2026 WAM Summer Convention.**

   Staff Reference: Michael H. Cole, City Administrator

5. **Council Consideration for the Acceptance of Public Improvements for the Gillette Regional Water Supply Project Phase VI, Installed by Hot Iron, Inc. in the Amount of $1,343,267.99.**

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

6. **Council Consideration for the Acceptance of Public Improvements for the Boxelder Lift Station Improvements Project, Installed by Hot Iron, Inc., in the Amount of $115,076.04.**

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

7. **Council Consideration for the Acceptance of Development Improvements for the 4800 Tanner Drive Phase 1, Installed by DRM, Inc., on Behalf of the Developer, Stencil Group.**

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

8. **Council Consideration of a Bid Award for the Antelope Valley Playground Renovations Project to Falcon Construction, LLC, in the Amount of $774,996.62 (1% Project).**

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

9. **Council Consideration of a Bid Award for the Spruce and Kluver Surfacing Project to Croell, Inc., in the Amount of $370,819.50 (1% Project).**

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

10. **Council Consideration of Amendment #1 for Construction Management Services for the Overdale Drive and Oregon Avenue Mill and Overlay Project to WWC Engineering, in the Amount of $59,500.00 (1% Project).**

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

11. **An Ordinance to Amend Chapter 13, Sections 13-2(f), (i), (p), 13-3(b), (b)(7), (9), 13-4(b)(1), (4), (5), (c), and 13-5(a) of the Gillette City Code.**

    Staff Reference: Sean Brown, City Attorney

12. **<u>ORDINANCE 2ND READING</u>**
    Council Consideration of an Ordinance to Amend Chapter 5, Sections 5-III-1(D)(6), 6, 7, 18, 23, 27, 32, 36, 41 and 5-IV-1, 2, and 3 of the Gillette City Code in Order to Relocate Certain Fees into Resolution.

    Staff Reference: Sean Brown, City Attorney

13. **<u>ORDINANCE 2ND READING</u>**
    Council Consideration of an Ordinance to Amend Chapter 7, Section 7-25 of the Gillette City Code in Order to Relocate Certain Fees Into Resolution.

Staff Reference: Sean Brown, City Attorney

14. **ORDINANCE 2ND READING**
Council Consideration of an Ordinance to Amend Section 7 of the Condominium Platting Regulations of the City of Gillette, Wyoming in Order to Relocate Fees into Resolution.

Staff Reference: Sean Brown, City Attorney

15. **ORDINANCE 2ND READING**
Council Consideration of an Ordinance to Amend Chapter 18, Sections 18-6 and 18-8 of the Gillette City Code In Order to Relocate Certain Fees into Resolution.

Staff Reference: Sean Brown, City Attorney

16. **ORDINANCE 2ND READING**
Council Consideration of an Ordinance to Amend Article I Section 12 and Article V Section 7 of the Subdivision Regulations of the City of Gillette in Order to Relocate Fees Into Resolution.

Staff Reference: Sean Brown, City Attorney

17. **ORDINANCE 2ND READING**
Council Consideration of an Ordinance to Amend the City of Gillette Zoning Code, Sections 1.D.8, 8.B.2.I, and 9.c.1 in Order to Relocate Fees Into Resolution.

Staff Reference: Sean Brown, City Attorney

J. PUBLIC HEARINGS AND CONSIDERATIONS

1. **A Public Hearing for the Transfer of Ownership of Retail Liquor License No. RTL-24, from AB Gillette WY LLC d.b.a. Applebee's Neighborhood Grill & Bar to Powder River Hospitality LLC d.b.a. Cowboy State Liquor and Saddle Up Bar & Grill, and Transfer of Location of said License from 1927 Cliff Davis Dr. to 920 E Boxelder Rd.**

2. **Council Consideration of the Transfer of Ownership of Retail Liquor License No. RTL-24, from AB Gillette WY LLC d.b.a. Applebee's Neighborhood Grill & Bar to Powder River Hospitality LLC d.b.a. Cowboy State Liquor and Saddle Up Bar & Grill, and Transfer of Location of said License from 1927 Cliff Davis Dr. to 920 E Boxelder Rd.**

Staff Reference: Jennifer Toscana, Public Affairs Director

K. PUBLIC COMMENT

The purpose of Public Comment is for the Council to receive thoughts, suggestions, and concerns from our citizens. To this end, the Council will not engage in any discussion with individuals presenting Public Comment; nor will the Council engage in discussion amongst itself during the Public Comment Period. The reason for this is to treat each presenter and the ideas presented with due respect. Many of the ideas presented will require time for careful consideration, review, and discussion with City Staff. After such time, the Council may respond to matters raised during Public Comment at an appropriate time and setting.

1. **Council Meeting Safety & Public Meeting Rules.**

Staff Reference: Michael H. Cole, City Administrator

L. ADMINISTRATOR'S REPORT

M. EXECUTIVE SESSION

N. ADJOURNMENT

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Invocation and Pledge of Allegiance led by Pastor Marty Crump of Family Life Church.

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Special Meeting Minutes - March 24, 2026
Special Meeting Minutes (PD Recognition Night) - March 26, 2026

ATTACHMENTS:
260324 Special Meeting
260326 Special Meeting (PD Recognition)

A Special Meeting of the City Council was held on Tuesday the 24th day of March 2026, in the City Hall Council Chambers.

Present were Councilmembers Smith, Gross, Carsrud, Clary, West, and Mayor Lundvall; City Administrator Cole; City Attorney Brown; Interim Chief of Police Wasson, Directors Henderson, Muzzarelli, Pilon, Toscana, Wasson, and Wilde; Wastewater Manager Price; and City Clerk Allen.

Invocation and Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Pastor Caleb Nelson of Harvest Presbyterian Church.

Approval of General Agenda

Councilmember West made a motion to approve the General Agenda; seconded by Council President Gross. All voted aye. The motion carried.

Approval of Consent Agenda

Minutes

Pre-Meeting Minutes - March 3, 2026
Regular Meeting Minutes - March 3, 2026

Ordinance 3rd Reading

ORDINANCE NO. 4077

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, FOR LOTS 1-9 OF BLOCK 3, COPPER RIDGE ESTATES PHASE I, AND LOTS 25 & 28 OF BLOCK 1, COPPER RIDGE ESTATES PHASE I, AND A PORTION OF THE SOUTH HALF OF THE SOUTH HALF OF SECTION 19, AND A PORTION OF THE NORTH HALF OF THE NORTH HALF OF SECTION 30, AND A PORTION OF THE NORTHWEST CORNER OF SECTION 30, TOWNSHIP 50, RANGE 72, ALSO KNOWN AS THE BELL KNOB GOLF COURSE, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-S, SUBURBAN RESIDENTIAL DISTRICT, AND R-R, RURAL RESIDENTIAL DISTRICT, TO R-1, SINGLE FAMILY RESIDENTIAL DISTRICT, PER THE ATTACHED EXHIBIT. (PLANNING COMMISSION VOTE: 6/0/1 ABSTENTION)

Ordinance 2nd Reading

ORDINANCE NO. 26-13

COUNCIL CONSIDERATION OF AN ORDINANCE APPROVING AND AUTHORIZING THE PARTIAL VACATION OF A 10-FOOT-WIDE GENERAL UTILITY EASEMENT, AS RECORDED IN BOOK 9 OF PLATS, PAGE 169-170, BY THE CAMPBELL COUNTY CLERK; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 5/0)

Bills and Claims

Absolute Auto, LLC, 377.34; Action Lock & Key LLC, 22.00; Adam Ostrom, 25.50; Adobe Systems Inc, 66.44; Advanced Network Management Inc, 49,408.12; Agosto Holdings, LLC, 431.00; Agosto Holdings, LLC, 3,232.27; Airgas Usa, LLC, 211.27; Alsco, 2,221.60; Altec Industries Inc, 1,610.40; American Track Generations LLC, 766.20; American Welding & Gas Inc, 37.68; Anixter Power Solutions, 25,234.52; Antelope Valley Improvement & Service District, 7.50; Apex Mechanical, LLC, 130,140.98; Architectural Specialties LLC, 2,794.64; Arete Design Group, 29,638.18; Arrow Printing and Graphics Inc, 149.00; Atlas Office Products, 3,198.15; Avi Systems Inc, 946.00; Baker Hughes, A Ge Company, LLC, 987.00; Bear Communications Inc, 304.00; Big Horn Tire Inc, 3,190.24; Bighorn Hydraulics Inc, 52.20; Bighorn Mountain Electric LLC, 2,860.34; BJ Nelson/Nelson Auto Glass, 65.00; Black Hills Energy, 3,396.29; Black Hills Power & Light, 213,638.54; Black Hills Power & Light, 4,635.75; Blue Cross Blue Shield of Wyoming, 253,691.68; Blue Cross Blue Shield of Wyoming, 107,611.82; Blue Cross Blue Shield of Wyoming, 97,868.21; Blue Cross Blue Shield of Wyoming, 60,351.56; Bomgaars Supply, 439.50; Border States Electric, 43,217.92; Braxton Riley, 300.00; Burns And McDonnell Corporation, 18,962.76; Campbell County Chamber of Commerce, 2,000.00; Campbell County Joint Powers Fire Board, 1,282,697.01; Campbell County Landfill, 65,926.50; Campbell County Public Health, 880.00; Car-Knack Inc, 884.01; CBH Co-Op, 32,507.36; Central Truck & Diesel Inc, 27,820.21; CenturyLink, 2,864.77; Charter Media, 1,299.00; Christina Krasovich, 3,000.00; City Clerk Office, 6,435.09; City Of Gillette, 245.43; City Of Gillette - Petty Cash, 137.49; CivicPlus, LLC, 6,132.11; Collins Communications Inc, 806.80; Consolidated Engineers Inc, 10,039.50; Corby Shields, 995.62; Core & Main, 81,347.42; Crescent Electric Supply, 1,293.56; Crestview Improvement & Service District, 7.50; Crum Electric Supply Company, 3,520.40; Cues Inc, 623.03; D & B Power

Associates Inc, 5,412.00; Dan Kluver, 300.00; Dawn Franklin, 2,214.30; Derek Ellis, 45,654.00; Dowl LLC, 43,701.75; DRM Inc, 721,074.80; Edi Mendoza, 55,242.83; Elemech Inc, 1,500.00; Emily C. Valora, 1,755.00; Enerflex Energy Systems, Inc, 11,891.67; Energy Aquistion, 82.64; Energy Laboratories Inc, 1,044.60; Eric Weltmer, 300.00; Falcon Construction, LLC, 3,290.00; Farmer Brothers Company, 70.26; Ferguson Us Holdings, Inc, 6,311.73; FireMaster Dept 1019, 65.00; First Class Auto, 2,157.53; First National Bank of Gillette, 43,963.98; First Northern Bank of Wyoming, 37,951.32; Fitness Giant, LLC, 1,895.00; Flagshooter LLC, 1,177.07; Flowpoint Environmental Systems Inc., 73,104.61; Frontier Precision Inc, 7,794.00; Galls, An Aramark Company, 1,155.60; Gillette Contractors Supply Inc, 5,244.17; Gillette Steel Center, 3,143.90; GovConnection, 174.54; Greiner Motor Company, 136,035.00; Greiner Motor Company, 4,859.51; Grossenburg Implement Incorporated, 379.89; Hawkins Inc, 19,594.00; HD Supply Inc, 723.16; HDR Engineering Inc, 86,090.29; HealthEquity, Inc., 50.40; HealthEquity, Inc., 4,448.08; HealthEquity, Inc., 1,500.35; HealthEquity, Inc., 1,743.29; HealthEquity, Inc., 966.84; HealthEquity, Inc., 534.07; HealthEquity, Inc., 1,908.83; HealthEquity, Inc., 227.50; Heather Springer, 1,394.00; Hillcrest Spring Water Inc, 187.50; Homax Oil, 26,043.57; Hot Iron, 264,082.67; Hughes Fire Equipment, Inc., 1,672.52; Intermountain Motor Sales Inc, 6,112.40; International Code Council Inc, 1,350.00; Interstate Engineering, Inc, 6,099.00; Interstate Power Systems Inc, 2,887.36; Itron Inc, 1,999.75; Jack's Truck Center Inc, 468,356.30; Jenner Equipment Co, 3,848.04; Jenni Sheridan, 46.08; JLC Sign Systems Inc, 38.00; Joe Johnson Equipment, LLC, 309.87; Jose Guerrero, 47,885.65; Karen's Delivery Service, 55.00; Kevin B. Dale, 4,495.70; KLJ Engineering LLC, 36,327.46; Lawson Products, Inc., 1,570.75; Ln Curtis & Sons, 1,451.40; Long's Plumbing & Heating Inc, 520.00; Magnet Forensics Usa, Inc, 13,345.00; Matcor, Inc, 7,685.06; MCM General Contractors, 90,880.69; Morrison Maierle Inc, 56,793.33; Musco Sports Lighting LLC, 6,425.00; Nathan G Steiner, 6,187.46; Newman Signs Inc, 617.60; News Record, 10,909.03; Norco Inc, 6,050.99; Online Information Services Inc, 323.04; Pacific Steel & Recycling, 1,464.27; Paintbrush Sewer & Drain, 4,351.97; Partsone Wyosd LLC, 2,226.86; PCA Engineering Inc, 17,033.15; Postal Pros Southwest Inc, 8,933.63; Powder River Energy Corporation, 3,949.03; Powder River Heating & Conditioning Corporation, 18,796.34; Powder River Heating & Conditioning Corporation, 900.00; Pro Windmill Inc, 250.00; Project Works LLC, 871.34; Quality Agg and Construction Inc, 915.08; Rapid Fire Protection Inc, 970.00; RDO Equipment Co, 291.31; Recreational Electrical, LLC, 45.00; Rms Instrument & Electrical, LLC, 46,605.12; RVE, Inc, 6,443.75; Ryan Schrock, 767.10; S & S Builders, 600,108.73; Scott Brothers Inc, 115.00; Security State Bank, 6,749.11; Simon Contractors, 11,334.12; Simpson's Printing, 70.00; Smarsh Inc., 81.29; State Of Wyoming Dept of Family Services, 78.91; State Of Wyoming Office of The Attorney General, 60.00; Sterling Infosystems, Inc, 279.23; Stinson Construction, LLC, 1,251.80; Stuart C. Irby Co, 1,482.17; Temperature Technology, Inc, 325.00; Terry Sjolin, 425.00; That Embroidery Place, 85.16; Thomson West, 774.76; Thunder Basin Ford LLC, 5,155.59; TMMI, LLC, 25,726.50; Tony White, 300.00; Traffic & Parking Control Company, 2,992.50; Transource Truck & Equipment, 15,365.63; Tri-State Industries Inc, 1,716.62; Twin Peaks Pump & Supply, Inc, 972.00; Twisted Wire Fencing, LLC, 5,683.50; Tyler Technologies Inc, 4,275.00; United Central Industrial Supply Co, 483.38; Van Ewing Construction, 239,805.16; Verizon Wireless, 10,953.40; Visionary Communications, 1,092.96; Warm Property Pool, 13,663.18; Waste Connections Of Wyoming, 1,222.04; Wesco Receivables Corp, 32,897.50; Western Stationers, 616.52; Western Waste Solutions Inc, 6,087.00; White's Frontier Motors, 57.23; WWC Engineering, 175.00; WWC Engineering, 23,260.75; Wyodak Resources Development Corp, 46,710.43; Wyoming Department of Agriculture, 390.00; Wyoming Dept Of Transportation, 2.00; Wyoming Dept Of Transportation, 10.00; Wyoming Dept Of Transportation, 730.50; Wyoming Government Investment Fund, 23,074.71; Wyoming Government Investment Fund, 500,000.12; Wyoming Machinery Co, 265.61; Wyoming State Revenue and Tax, 134,844.56; Xerox Corporation, 117.46; Xylem Water Solutions Usa Inc, 4,985.00

Councilmember Carsrud made a motion to approve the Consent Agenda; seconded by Council President Gross. All voted aye. The motion carried.

Approval of Conflict Claims

Council President Gross made a motion to approve Conflict Claims for Mayor Lundvall in the amount of $631,451.39; seconded by councilmember West. Administrator Cole explained in further detail why that conflict claims exist to ensure that biased voting does not occur when Bills & Claims have items that pertain to a council member such as payments to their employer. Council members Smith, McLeland, Carsrud, Gross, Clary, and West voted aye. Mayor Lundvall abstained. The motion carried.

Comments

Council

Council President Gross stated that she attended an event at the Boys and Girls Club who thanked the city for the purchase of mulch for their playground.

Mayor Lundvall expressed his gratitude to all veterans for their service. Mayor specifically highlighted National Vietnam War on March 29, 2026, and Veterans Welcome Home Day on March 30, 2026.

Councilmember Clary requested an update from Mayor Lundvall regarding BWXT coming to Gillette. Mayor Lundvall stated that BWXT is trying to build up their supply chain and explained that he has been in contact with BWXT representatives who are pleased with the positive meetings they've had thus far.

Liaison
Councilmember McLeland provided a brief update for the Fire Board, explaining that they passed their budget which will go before council in an upcoming meeting. Additionally, McLeland highlighted significant lead times regarding the procurement and delivery of new equipment.

Council President Gross explained that the Campbell County Land Board is also working on their budget. Gross added that Council of Community Service's Empty Bowl event is March 28, 2026.

Councilmember Clary stated the Senior Center has tickets for sale for their bingo event on April 18th.

Councilmember West noted that his three liaison appointments were missed due to scheduling conflicts.

Written
City Clerk Allen shared that a written comment was submitted by Rolf Arands regarding council decorum during the last meeting.

New Business
Minute Action
Councilmember West made a motion to approve a Special Event Permit, including a Street Closure on 3rd Street Plaza on June 20, 2026, from 7:00 am to 3:00 pm, for their Annual Car Show requested by Ida Snead State Farm; seconded by councilmember Clary. All voted aye. The motion carried.

Councilmember Carsrud made a motion to approve a Special Event Permit on May 22, 2026, from 12:00 p.m. to 6:00 p.m. for a Summer Reading Kick-Off Party, requested by the Campbell County Public Library; seconded by councilmember Clary. All voted aye. The motion carried.

Councilmember West made a motion to approve the Acceptance of Development Improvements for 3291 Butler-Spaeth Road, Installed by Hot Iron, Inc., on Behalf of the Developer, Power River Construction, Inc.; seconded by councilmember Clary. All voted aye. The motion carried.

Council President Gross made a motion to approve a Professional Services Agreement for Engineering Services Associated with the 2026 Pavement Management (PAVER) Update, with TR Consulting, LLC, in the Amount of $70,500.00 (1% Project); seconded by councilmember West. Administrator Cole explained that a consultant performs annual assessments of the City's pavement conditions. This data is then integrated into the PAVER software to prioritize and determine necessary street maintenance repairs. All voted aye. The motion carried.

Councilmember West made a motion to approve a Professional Services Agreement Associated with the Pine Ridge and Madison Water Tank Rehabilitation Project with Morrison Maierle, Inc., in the Amount of $123,000.00; seconded by councilmember Clary. Administrator Cole explained that four out of the five water tanks in the Pine Ridge location will be assessed for maintenance work in 2027. All voted aye. The motion carried.

Council President Gross made a motion to approve a Bid Award for the Remington Drainage Improvements Project to Glenn Construction LLC, in the Amount of $298,114.19 (1% Project); seconded by councilmember Clary. Administrator Cole stated that the City previously evaluated the Remington neighborhood drainage issues. Cole added that there are standing water issues which the city budgeted for annual repairs. All voted aye. The motion carried.

Councilmember Carsrud made a motion to approve a Bid Award to C&B Operations, Sheridan, Wyoming in the amount of $46,896.00 (each) for Two (2) New 4x4 Enclosed Cab Utility Vehicle; seconded by councilmember McLeland. All voted aye. The motion carried.

Councilmember West made a motion to approve a Bid Award to Rotochopper, Inc., Martin, Minnesota in the Amount of $999,473.00 for One(1) New Tracked High Speed Horizontal Grinder; seconded by councilmember Clary. Administrator Cole explained that the current cost for wood chipping services has increased. Cole added that the city reviewed their choices and ultimately decided on purchasing a

new unit. Director Pilon and Manager Price answered council questions. All voted aye. The motion carried.

Councilmember West made a motion to approve a Bid Award for the Hidden Valley Sanitary Sewer Improvements Project to Halme, Inc., in the Amount of $1,154,643.35 (1% Project); seconded by councilmember Clary. Councilmember Smith questioned if future growth is expected in the Hidden Valley area in which Administrator Cole responded. All voted aye. The motion carried.

Councilmember West made a motion to approve a Lease Agreement Between the Campbell County Junior Football Association and the City of Gillette, Wyoming, for the Energy Capital Sports Complex; seconded by Council President Gross. In response to Councilmember Clary's inquiry about the lease, Attorney Brown explained that the agreement essentially leases the ground to accommodate a storage shed, and that the Junior Football Association will be responsible for the maintenance and cleanliness of the area. All voted aye. The motion carried.

Attorney Brown presented items I.11. through I.16., explaining that the proposed Ordinances involve a restructuring of associated fees. Specifically, the fees will be removed from the individual Ordinances and consolidated into a Resolution. If these Ordinances successfully pass three readings, the corresponding Resolution will be presented for Council consideration, with a target effective date of July 1, 2026.

ORDINANCE NO. 26-14
AN ORDINANCE TO AMEND CHAPTER 5, SECTIONS 5-III-1(D)(6), 6, 7, 18, 23, 27, 32, 36, 41 AND 5-IV-1, 2, AND 3 OF THE GILLETTE CITY CODE IN ORDER TO RELOCATE CERTAIN FEES INTO RESOLUTION

Council President Gross made a motion to approve the foregoing Ordinance on 1st Reading; seconded by councilmember Carsrud. Director Muzzarelli explained that this is to adjust the fees to be more aligned with other Wyoming municipalities while answering council concerns and questions. Council members Smith, McLeland, Gross, Carsrud, Clary, and Mayor Lundvall voted aye. Councilmember West voted nay. The motion carried.

ORDINANCE NO. 26-15
AN ORDINANCE TO AMEND CHAPTER 7, SECTION 7-25 OF THE GILLETTE CITY CODE IN ORDER TO RELOCATE CERTAIN FEES INTO RESOLUTION.

Councilmember Carsrud made a motion to approve the foregoing Ordinance on 1st Reading; seconded by councilmember McLeland. Council members Smith, McLeland, Gross, Carsrud, Clary, and Mayor Lundvall voted aye. Councilmember West voted nay. The motion carried.

ORDINANCE NO. 26-16
AN ORDINANCE TO AMEND SECTION 7 OF THE CONDOMINIUM PLATTING REGULATIONS OF THE CITY OF GILLETTE, WYOMING IN ORDER TO RELOCATE FEES INTO RESOLUTION

Council President Gross made a motion to approve the foregoing Ordinance on 1st Reading; seconded by councilmember Carsrud. Council members Smith, McLeland, Gross, Carsrud, Clary, and Mayor Lundvall voted aye. Councilmember West voted nay. The motion carried.

ORDINANCE NO. 26-17
AN ORDINANCE TO AMEND CHAPTER 18, SECTIONS 18-6 AND 18-8 OF THE GILLETTE CITY CODE IN ORDER TO RELOCATE CERTAIN FEES INTO RESOLUTION

Councilmember McLeland made a motion to approve the foregoing Ordinance on 1st Reading; seconded by Council President Gross. Council members Smith, McLeland, Gross, Carsrud, Clary, and Mayor Lundvall voted aye. Councilmember West voted nay. The motion carried.

ORDINANCE NO. 26-18
AN ORDINANCE TO AMEND ARTICLE I SECTION 12 AND ARTICLE V SECTION 7 OF THE SUBDIVISION REGULATIONS OF THE CITY OF GILLETTE IN ORDER TO RELOCATE FEES INTO RESOLUTION

Council President Gross made a motion to approve the foregoing Ordinance on 1st Reading; seconded by councilmember McLeland. Council members Smith, McLeland, Gross, Carsrud, Clary, and Mayor Lundvall voted aye. Councilmember West voted nay. The motion carried.

ORDINANCE NO. 26-19
AN ORDINANCE TO AMEND THE CITY OF GILLETTE ZONING CODE, SECTIONS 1.D.8, 8.B.2.I, AND 9.C.1 IN ORDER TO RELOCATE FEES INTO RESOLUTION

Councilmember Carsrud made a motion to approve the foregoing Ordinance on 1st Reading; seconded by Council President Gross. Council members Smith, McLeland, Gross, Carsrud, Clary, and Mayor Lundvall voted aye. Councilmember West voted nay. The motion carried.

Council President Gross made a motion to appoint Joshua Pierce to the Investment Advisory Committee for One (1) Partial Term Expiring on June 30, 2026; seconded by councilmember McLeland. All voted aye. The motion carried.

Public Hearings and Considerations

Mayor Lundvall opened a Public Hearing to Consider a Resolution to Approve Amendments to the Gillette City Budget for FY2025-2026. Hearing no comments, he closed the Public Hearing.

RESOLUTION NO. 2936
A RESOLUTION TO APPROVE AMENDMENTS TO THE GILLETTE CITY BUDGET FOR FY2025-2026.

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember Clary. Administrator Cole explained that the budget focuses on dispatch enhancements, including a new workspace, increased wages for two additional staff members, and necessary IT infrastructure upgrades. All voted aye. The motion carried.

Public Comment

Norberto Orellana followed up on previous comments made by Mayor Lundvall during a Cowboy State Daily Show. Orellana addressed his concerns about meetings belonging to the people of Gillette.

Ben Decker questioned emails between Mayor Lundvall and Administrator Cole regarding economic development.

State Senator Troy McKeown expressed strong dissatisfaction with Mayor Lundvall's recent interview remarks, citing a fundamental disagreement with the city's current direction. McKeown's critique focused on three primary areas of concern: private meetings, wastewater tax, and socialism.

Administrator's Report

Administrator Cole announced that a Police Department Recognition ceremony will be held in the Council Chambers on March 26, 2026, beginning at 5:30 p.m. Additionally, the next regular City Council meeting is scheduled for April 7, 2026.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:09 p.m. The meeting can be viewed on the City's website, www.gillettewy.gov/gpa. The next regularly scheduled meeting will be held on Tuesday, April 7, 2026, in the City Hall Council Chambers.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk
Publication Date: March 31, 2026

A Special Meeting of the City Council was held on Thursday the 26th day of March 2026, in the Gillette City Council Chambers located at City Hall, 201 E. 5th St., Gillette, WY 82716.

Present were City of Gillette Mayor Lundvall; Councilmembers McCleland, Smith and Clary; Interim Police Chief Wasson; Directors Toscana, Wasson and Wilde; City Administrator Cole; City Attorney Brown, Municipal Court Judge Ringer and Police Captain Alger.

Also present: Multiple members of the Gillette Police Department, family, friends and members of the public.

Police Department Recognition Night

Interim Chief Wasson opened the event. Judge Ringer administered the oath to swear in the following new officers: Officer Nolan, Officer Tennant, Officer Hawk, Officer Palkki, Officer Herman, Officer Wells, Officer Cox and Officer Johnson. Interim Chief Wasson and Captain Alger presented lifesaving awards to the following: Officer Hoang, Officer Totzke, Officer Dillman, Officer Domingo, Officer Herman and Officer Nasset.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 5:46 p.m.

(S E A L)
ATTEST:

_____ _____

Alicia Allen, City Clerk Shay Lundvall, Mayor
Publication Date: April 7, 2026

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 3RD READING
Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of a 10-Foot-Wide General Utility Easement, as Recorded in Book 9 Of Plats, Page 169-170, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 5/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Approving and Authorizing the Partial Vacation of a 10-Foot-Wide General Utility Easement, as Recorded in Book 9 Of Plats, Page 169-170, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

JKSP LLC, Owner

AGENT:

Brian Rozier, Agent; Cevin Imus, Land Surveying Incorporated, Surveyor

CASE BACKGROUND:

CITY COUNCIL 1ST READING VOTE: 6/0
CITY COUNCIL 2ND READING VOTE: 7/0

The applicant is requesting the vacation of the southerly 1-foot of an existing 10-foot General Utility Easement; the vacation area being located entirely within 1503 Lemoncreek Ct. The portion proposed for vacation measures approximately 78 feet in length and encompasses a total area of 75.9 square feet.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The electrical service for the existing home does run partially within the utility easement. Privately owned electrical services are not required to be in a utility easement, however. The utility locate confirms that no other active utilities are present within the area proposed for vacation. Additionally,

City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

This case was approved by the Planning Commission on February 24, 2026, with a vote of 5/0.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

CASE MANAGER:

Shannon Stefanick, City Planner

ATTACHMENTS:
Ordinance
Partial Easement Vacation Exhibit
Vicinity Map
Planning Requirements
Meeting Minutes 2/24/2026

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE PARTIAL VACATION OF A 10-FOOT-WIDE GENERAL UTILITY EASEMENT, AS RECORDED IN BOOK 9 OF PLATS, PAGE 169-170, BY THE CAMPBELL COUNTY CLERK; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

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

SECTION ONE.
Pursuant to the petition of the City of Gillette and with the permission of the property owner of Lot 9, Block 12 of Bittercreek Estates II Phase 1, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the partial vacation of the southerly 1-foot of the 10-foot-wide general utility easement, as contained entirely within Lot 9, Block 12 of Bittercreek Estates II Phase 1, the easement being recorded by the Campbell County Clerk in Book 9 of Plats, Page 169-170, will not abridge or destroy any of the rights and privileges of the other landowners in the vicinity of the vacation, and further finds that the vacation is in the best interest of the City of Gillette. For a more detailed location of the vacation see the attached “Partial Easement Vacation” exhibit.

SECTION TWO.
(a) The Ordinance and “Partial Easement Vacation” exhibit shall be recorded at the Campbell County Clerk’s Office upon approval of the Vacation by City Council.

SECTION THREE. This ordinance shall be in full force and effect on its effective date, _____, 2026.

PASSED, APPROVED AND ADOPTED THIS ____ day of _____, 2026.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk
Publication Date: _____, 2026

STATE OF WYOMING)
)ss.
County of Campbell)

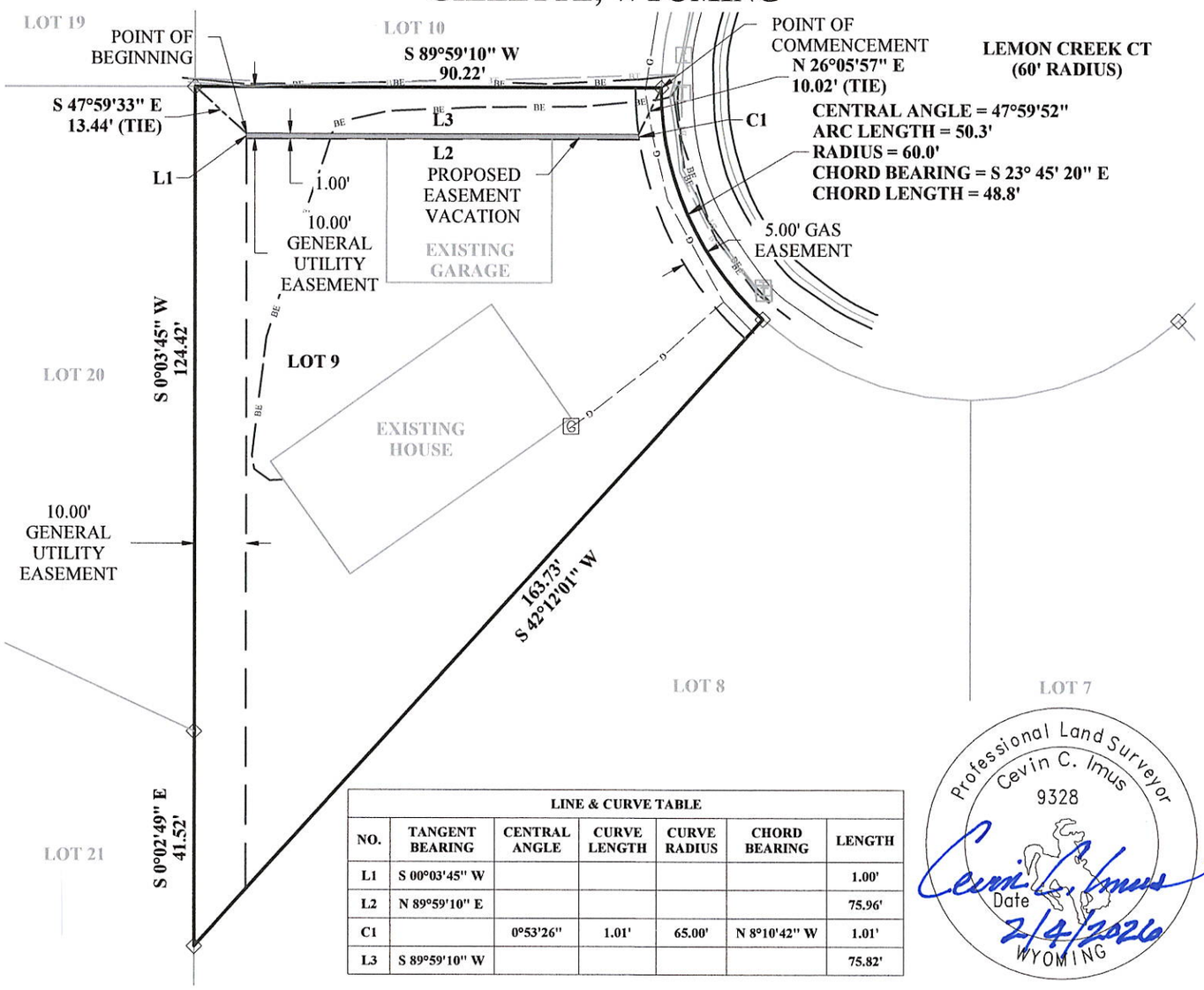
On this ___ day of _____, 2026, before me personally appeared Shay Lundvall, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Shay Lundvall acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

_____
Notary Public

My Commission Expires: _____

PARTIAL EASEMENT VACATION
BEING SITUATED IN A PORTION OF
LOT 9, BLOCK 12 OF BITTERCREEK ESTATES II, PHASE 1
GILLETTE, WYOMING



LINE & CURVE TABLE						
NO.	TANGENT BEARING	CENTRAL ANGLE	CURVE LENGTH	CURVE RADIUS	CHORD BEARING	LENGTH
L1	S 00°03'45" W					1.00'
L2	N 89°59'10" E					75.96'
C1		0°53'26"	1.01'	65.00'	N 8°10'42" W	1.01'
L3	S 89°59'10" W					75.82'

Professional Land Surveyor
Cevin C. Imus
9328
WYOMING
Date
2/4/2026

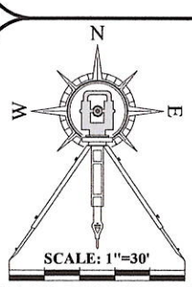
LEGAL DESCRIPTION:

THE FOLLOWING METES AND BOUNDS DESCRIPTION IS FOR A PARTIAL EASEMENT VACATION SITUATED IN A PORTION OF LOT 9, BLOCK 12 OF BITTERCREEK ESTATES II, PHASE 1, CITY OF GILLETTE, CAMBELL COUNTY, WYOMING AS OFFICIALLY RECORDED IN BOOK 9 OF PLATS, PAGES 169-170, FOLDER 47 OF THE CAMPBELL COUNTY CLERK AND RECORDERS OFFICE, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 9, BEING MONUMENTED WITH AN ALUMINUM CAP, PLS 6872; THENCE S89°59'10"W ALONG THE NORTH LINE OF SAID LOT A DISTANCE OF 90.22 FEET TOT HE NORTHWEST CORNER, BEING MONUMENTED BY AN ALUMINUM CAP, PLS 6872; THENCE S47°59'33"E A DISTANCE OF 13.44 FEET TO THE POINT OF BEGINNING:

THENCE S00°03'45"W A DISTANCE OF 1.00 FEET; THENCE N89°59'10"E A DISTANCE OF 75.96 FEET TO THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST; SAID CURVE HAVING A CENTRAL ANGLE OF 0°53'26", A CURVE LENGTH OF 1.01 FEET, A RADIUS OF 65.00 FEET; AND A CHORD BEARING N08°10'42"W AT A DISTANCE OF 1.01 FEET; THENCE S89°59'10"W A DISTANCE OF 75.82 FEET TO THE POINT OF BEGINNING:

SAID PARTIAL EASEMENT VACATION HAVING A TOTAL AREA OF 75.9 SQ. FT., MORE OR LESS AND IS SUBJECT TO ALL PRIOR COVENANTS, RESERVATIONS, EASEMENTS, CONDITIONS AND RIGHTS APPEARING OF RECORD.



BASIS OF BEARING:
GPS GRID BEARINGS

LEGEND

◇ = (FOUND) ALUMINUM CAP, PLS 6872
BE = EXISTING ELECTRIC LINE
BT = EXISTING COMMUNICATIONS LINE
G = EXISTING GAS LINE

ALL COURSES ARE MEASURED, UNLESS NOTED

Prepared For:
ROZIER CONSTRUCTION, LLC
207 S. EMERSON AVE.
GILLETTE, WYOMING 82716

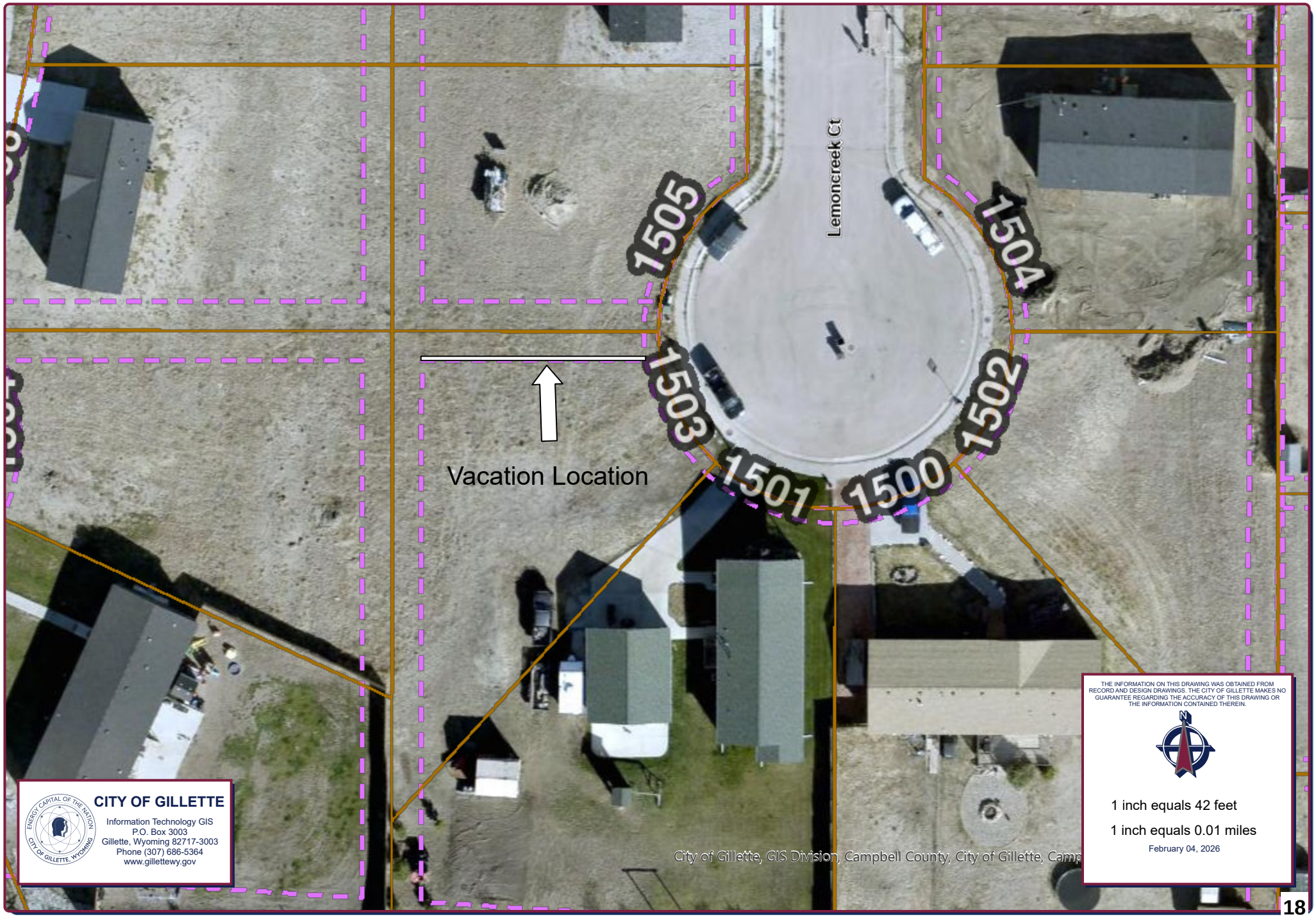
Prepared By:
LAND SURVEYING INCORPORATED
209 N. WORKS AVENUE
GILLETTE, WY 82716

Location:
PARTIAL EASEMENT VACATION
BEING SITUATED IN A PORTION OF
LOT 9, BLOCK 12 OF
BITTERCREEK ESTATES II, PHASE 1
GILLETTE, WYOMING

FILE: 26008_VACATE.DWG	SHEET: 1 OF 1
CREATED BY: ABICKNESE	CREATION DATE: 1/20/2026
REVIEWER: CCI	APPROVED DATE: 1/30/2026

FILEPATH: P:\2026\ROZIER CONSTRUCTION\26-008A\DRAFTING

Vicinity Map - Proposed 1 Foot Width Easement Vacation



CITY OF GILLETTE
Information Technology GIS
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 equals 42 feet

1 inch equals 0.01 miles

February 04, 2026

PL2026-0005 | Easement Vacation | 1503 Lemoncreek Ct

Planning Requirements

1. All comments from the staff review process shall be addressed.

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Matthew Nelson, Jack Colson, and Lance Walker.

Commission Members Absent: Ian Scott, and Brian Rozier,

Staff Present: Meredith Duvall, City Planning Manager, Shannon Stefanick, City Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF THE MINUTES

A motion was made by Vice-Chair Cone to approve the meeting minutes of February 10, 2026. Jack Colson seconded the motion. Motion carried 4/0.

Case No. PL2026-0005 – EASEMENT VACATION – 1503 Lemoncreek Ct

The applicant is requesting the vacation of the southerly 1-foot of an existing 10-foot General Utility Easement; the vacation area being located entirely within 1503 Lemoncreek Ct.

The portion proposed for vacation measures approximately 78 feet in length and encompasses a total area of 75.9 square feet.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The electrical service for the existing home does run partially within the utility easement. Privately owned electrical services are not required to be in a utility easement, however. The utility locate confirms that no other active utilities are present within the area proposed for vacation. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Shannon Stefanick, City Planner, said the Planning Division received a few calls on the case and were all general inquiries only with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Jack Colson seconded. The Motion carried 5/0.

Case No. PL2026-0003 – MINOR SUBIDIVISION – 1137 Country Club Road

The applicant seeks to subdivide two existing lots, one being previously platted and the other being unplatted, into three lots for ownership purposes.

The previously platted lot is 1.38 acres, and the portion of unplatted land is 2.65 acres. Both are zoned C-1, General Commercial District. Proposed Lot 1 is 1.509 acres and contains a portion the parking for the Home 2 Suites hotel.

Proposed Lot 2 is 0.592 acres and is currently undeveloped. Proposed Lot 3 is 1.913 acres and is also currently undeveloped. Lots in a C-1 District have no minimum size requirements but must be a minimum width of 50 feet. All three lots meet the minimum

width requirement. Water and sanitary sewers services are not required to be installed until the time of development.

Shannon Stefanick, City Planner, said the Planning Division received a few calls on the case and were all general inquiries only with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Lance Block made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 5/0.

Case No. PL2026-0002 – MAJOR COMMERCIAL SITE PLAN – 1137 Country Club Road

The applicant is seeking to build a new hotel at 1137 Country Club Rd.

1137 Country Club Rd is zoned C-1, General Commercial District and hotels are a permitted use in that district. The proposed site for the hotel is currently undeveloped. The hotel is proposed to have 93 units with 96 parking spaces provided. Two of the parking spaces are proposed to have EV charging stations. Two entrances to the site are shown: one being from Country Club Rd and the other being from Boxelder Rd. There will also be connectivity to the adjacent Home2 Suites parking area.

Landscaping and Screening of the Zoning Ordinance requires screening and a 10-foot buffer yard when a C-1 zoned property is immediately adjacent to a residential or agriculture zoned district. The proposed plans do show a buffer yard of at least 10 feet and screening in the form of a 6-foot privacy fence.

There are several outstanding comments from the site review process, and the final configuration of the site may vary from the draft site and landscape plans submitted with this agenda item due to those comments being addressed.

Shannon Stefanick, City Planner, said the Planning Division received a few calls on the case, one being an adjacent landowner who had questions about he development and had concerns about the construction process.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Cynthia Luth, adjacent landowner on Country Club Road, was present and said she is concerned about the construction as she had issues with a hotel that was recently built close by to her with the equipment, debris and noise. Ms. Luth said she wanted to request a large 6 foot fence be constructed by the developer between her property and the proposed site plan before construction starts to help with her concerns of equipment, debris, noise, and for safety of her property.

Vice-Chair Cone asked about the screening requirements for the development of the property and if it would include a 6 foot fence. Ms. Stefanick said there is a requirement of the developer to build a 6-foot fence as part of a buffer for the property. However, this would need to be completed by the end of the construction of the hotel and is not required at the beginning of construction, she said.

Vice-Chair Cone asked about he responsibility of the contractor and their debris during construction. Ms. Stefanick said it was the responsibility of the contractor to keep all their debris on the site of the development, and if there were any issues with it not

being contained to the development property only, then the city's Engineering Division could be contacted to look into the situation.

Chair Hottell asked what the projected timeline to complete the hotel was. Ms. Stefanick said that was unknown at this time.

Meredith Duvall, City Planning Manager, said the Planning Commission will be the final approval of this case as Major Commercial Site Plans do not move forward to go before City Council for approval. Therefore, the Planning Commission can add additional requirements or stipulations on this case.

Ms. Luth asked how tall the hotel was proposed to be and how many floors it would be. Ms. Stefanick said the overall height of the building is 54 feet. However the building is approximately 44 feet and the additional 10 feet being accent walls. The hotel would have four stories, Ms. Stefanick said.

There being no further comments or questions, Jack Colson made a motion to approve the case, and Lance Walker seconded. The Motion carried 5/0.

OLD BUSINESS None.

NEW BUSINESS Meredith Duvall said the meeting for March 10, 2026, and March 24, 2026, will be canceled.

ADJOURNMENT The meeting was adjourned at 5:32 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.

DRAFT

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Bills and Claims

SUGGESTED ACTION:

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

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:
Bills and Claims
Bills and Claims Prepaids
Wire Transfer

Expenditure Approval Report
Check Approval Date of 04/07/2026

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
1197-BORDER STATES ELECTRIC		
205278	OS INVENTORY	135.00
	VENDOR TOTAL:	**135.00**
1969-GOVCONNECTION		
205307	OS INVENTORY	494.65
	VENDOR TOTAL:	**494.65**
1511-NORCO INC		
205312	CUSTODIAL INVENTORY	92.01
205316	CUSTODIAL INVENTORY	166.68
205317	CUSTODIAL INVENTORY	165.92
205319	CUSTODIAL INVENTORY	707.95
205320	CUSTODIAL INVENTORY	1,013.78
205321	CUSTODIAL INVENTORY	460.54
205322	CUSTODIAL INVENTORY	40.40
205323	CUSTODIAL INVENTORY	884.45
205324	CUSTODIAL INVENTORY	66.68
	VENDOR TOTAL:	**3,598.41**
2300-WESTERN STATIONERS		
205347	OS INVENTORY	82.26
205348	OS INVENTORY	47.29
205349	OS INVENTORY	38.55
205350	OS INVENTORY	205.78
	VENDOR TOTAL:	**373.88**
	DIVISION TOTAL:	**4,601.94**
	DEPARTMENT TOTAL:	**4,601.94**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
1351-CAMPBELL COUNTY CHAMBER OF COMMERCE		
205071	2025 LEGISLATIVE WRAP UP	60.00
	VENDOR TOTAL:	**60.00**
	DIVISION TOTAL:	**60.00**
04-SPECIAL PROJECTS		
1101-B & H PHOTO VIDEO PRO-AUDIO		
205270	BUILDING MAINTENANCE	681.70
205271	BUILDING MAINTENANCE	19,768.30
	VENDOR TOTAL:	**20,450.00**
1864-FIRST NATIONAL BANK OF GILLETTE		
205256	COUNCIL OF COMMUNITY SERVICE R	7,183.67
	VENDOR TOTAL:	**7,183.67**
1560-HLADKY CONSTRUCTION		
205255	COUNCIL OF COMMUNITY SERVICE R	136,489.68
	VENDOR TOTAL:	**136,489.68**
2033-POWDER RIVER CONSTRUCTION		
205159	CITY POOL RECONSTRUCTION	157.60
	VENDOR TOTAL:	**157.60**
5064-RVE, INC		
205261	ECSC PHASE 2 RECON REPORT	20,306.25
205262	ECSC PHASE 2 RECON REPORT	12,610.00
	VENDOR TOTAL:	**32,916.25**
	DIVISION TOTAL:	**197,197.20**
	DEPARTMENT TOTAL:	**197,257.20**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
2442-DAVIS & CANNON LLP		
205156	GENERAL MATTERS	3,564.19
	VENDOR TOTAL:	**3,564.19**
55555-MISC EMPLOYEE VENDOR		
205229	TUITION REIMBURSEMENT	3,000.00
	VENDOR TOTAL:	**3,000.00**
5143-RYAN SCHROCK		
205157	DRUG AND ALCOHOL TESTING	1,978.00
	VENDOR TOTAL:	**1,978.00**
	DIVISION TOTAL:	**8,542.19**
21-SAFETY		
1858-FIREMASTER DEPT 1019		
205078	FIRE EXTINGUISHER	143.00
	VENDOR TOTAL:	**143.00**
1511-NORCO INC		
205263	FIRST AID SUPPLIES	30.12
	VENDOR TOTAL:	**30.12**
1748-THAT EMBROIDERY PLACE		
205158	SAFETY COAT	150.00
	VENDOR TOTAL:	**150.00**
	DIVISION TOTAL:	**323.12**
	DEPARTMENT TOTAL:	**8,865.31**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
26-CUSTOMER SERVICE		
1395-COLLECTION PROFESSIONALS GILLETTE		
205068	FEBRUARY 2026 COLLECTIONS	1,274.94
	VENDOR TOTAL:	**1,274.94**
5215-MIDWEST CONNECT LLC		
205225	PRINT & MAIL SERVICES 3/1-15/26	614.80
	VENDOR TOTAL:	**614.80**
	DIVISION TOTAL:	**1,889.74**
34-INFORMATION TECHNOLOGY		
1358-CENTURYLINK		
205134	LONG DISTANCE SERVICE	111.29
	VENDOR TOTAL:	**111.29**
2625-CHARTER MEDIA		
205133	INTERNET SERVICE	1,299.00
	VENDOR TOTAL:	**1,299.00**
2852-CORE & MAIN		
205132	SENSUS AMI	16,686.25
	VENDOR TOTAL:	**16,686.25**
1606-DELL MARKETING LP		
205303	IT * M365 * MIKE P	63,749.91
	VENDOR TOTAL:	**63,749.91**
3975-GRAY MATTER SYSTEMS, LLC		
205161	WIN911	8,700.00
	VENDOR TOTAL:	**8,700.00**
1313-MOTOROLA		
205129	PD 800MHZ MAINTENANCE	4,722.26
205130	PD RADIO PROGRAMMING	157.14
205131	SPILLMAN	67,624.05
	VENDOR TOTAL:	**72,503.45**
4484-NEARMAP US, INC		
205135	NEARMAP	12,118.62
	VENDOR TOTAL:	**12,118.62**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
34-INFORMATION TECHNOLOGY		
2070-SOUTHERN COMPUTER WAREHOUSE		
205328	LAPTOP POWER ADAPTER	153.04
205329	REPLACEMENT UPS	3,882.39
205330	FORTIMANAGER VIRTUAL MACHINE LICENSES	3,456.75
	VENDOR TOTAL:	**7,492.18**
5221-TARGETSOLUTIONS LEARNING, LLC		
205223	VECTOR CHECK IT	3,780.00
	VENDOR TOTAL:	**3,780.00**
2222-VERIZON WIRELESS		
205128	CELLULAR SERVICE	9,224.65
	VENDOR TOTAL:	**9,224.65**
4988-ZOHO CORPORATION		
205162	ADDT'L ENDPOINT MANAGEMENT LICENSES FOR FD	795.00
	VENDOR TOTAL:	**795.00**
	DIVISION TOTAL:	**196,460.35**
	DEPARTMENT TOTAL:	**198,350.09**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
4481-BALCO UNIFORM CO., INC		
205048	EQUIPMENT	102.85
205167	BATON - PALKKI	184.85
	VENDOR TOTAL:	**287.70**
2483-CAMPBELL COUNTY SHERIFF		
205057	DUI BLOOD DRAWS	450.00
205066	JANUARY 2026 PRISONER BILLING	4,500.00
205170	FEBRUARY 2026 PRISONER BILLING	4,650.00
	VENDOR TOTAL:	**9,600.00**
5134-COURTNEY LORRAINE FULGINITI		
205058	DUI BLOOD DRAW	75.00
205165	DUI BLOOD DRAW	75.00
	VENDOR TOTAL:	**150.00**
2597-CRAIG FURMAN		
205059	DUI BLOOD DRAW	75.00
205060	DUI BLOOD DRAW	75.00
205061	DUI BLOOD DRAW	75.00
205062	DUI BLOOD DRAW	75.00
205063	DUI BLOOD DRAW	75.00
205065	DUI BLOOD DRAW	75.00
205164	DUI BLOOD DRAWS	75.00
	VENDOR TOTAL:	**525.00**
5207-CYBERGENETICS CORP		
205166	GENETIC TESTING	7,200.00
	VENDOR TOTAL:	**7,200.00**
1916-GALLS INC		
205049	SHIRTS - HERMAN	192.99
205050	SHIRT - TREBBY	91.99
205051	SHIRT - LUCUS	106.99
205052	SHIRT - TREBBY	92.00

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
1916-GALLS INC		
205053	PANTS - PALKKI	303.99
205054	SHIRTS - PALKKI	202.99
205168	SHIRTS - WHELCHEL	212.99
205169	SHIRTS - NASSET	212.99
	VENDOR TOTAL:	**1,416.93**
2159-JANE STEARNS M.S. LPC		
205055	PD COUNSELING	700.00
	VENDOR TOTAL:	**700.00**
55555-MISC EMPLOYEE VENDOR		
205226	FY25/26 BOOT ALLOWANCE	200.00
205227	FY25/26 BOOT ALLOWANCE	200.00
205228	FY25/26 BOOT ALLOWANCE	200.00
	VENDOR TOTAL:	**600.00**
2053-PRO FORCE LAW ENFORCEMENT		
205327	PD * FIREARMS * KELLY	5,640.00
	VENDOR TOTAL:	**5,640.00**
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL		
205056	TRAINING - HAWK AND HERMAN	4,113.35
	VENDOR TOTAL:	**4,113.35**
	DIVISION TOTAL:	**30,232.98**
	DEPARTMENT TOTAL:	**30,232.98**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
1040-ALSCO		
205032	RUG CLEANING	68.64
205036	RUG CLEANING	22.92
205038	RUG CLEANING	53.29
205044	RUG CLEANING	22.92
	VENDOR TOTAL:	**167.77**
4629-APEX MECHANICAL, LLC		
205144	CHANGE OUTLETS IN JUDICIAL	689.10
	VENDOR TOTAL:	**689.10**
1116-LOWE ROOFING INC		
205147	REPAIR ROOF LEAK AT CITY HALL	95.00
	VENDOR TOTAL:	**95.00**
2116-RAPID FIRE PROTECTION INC		
205143	REPAIR FIRE SUPPRESSION SYSTEM	1,980.00
	VENDOR TOTAL:	**1,980.00**
	DIVISION TOTAL:	**2,931.87**
50-PUBLIC WORKS ADMIN		
4148-TERRY SJOLIN		
205254	SCHEDULING FOR THE FIELDS	650.00
	VENDOR TOTAL:	**650.00**
	DIVISION TOTAL:	**650.00**
51-PARKS		
1040-ALSCO		
205035	UNIFORM CLEANING	65.43
205041	UNIFORM CLEANING	66.22
205046	UNIFORM CLEANING	65.43
	VENDOR TOTAL:	**197.08**
1381-CITY OF GILLETTE		
205246	PARKS INTERDEPARTMENTAL BILLING	49.07
	VENDOR TOTAL:	**49.07**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
1919-PAINTBRUSH SEWER & DRAIN		
205047	PORTA TOILETS A VARIOUS PARKS	660.45
	VENDOR TOTAL:	**660.45**
	DIVISION TOTAL:	**906.60**
54-STREETS		
1040-ALSCO		
205033	UNIFORM CLEANING	68.43
	VENDOR TOTAL:	**68.43**
1264-MCM GENERAL CONTRACTORS		
205248	ANNUAL TRENCHING AND BORING AG	1,541.00
	VENDOR TOTAL:	**1,541.00**
1897-ONE CALL OF WYOMING COPR		
205252	ONE-CALL OF WYOMING	263.55
	VENDOR TOTAL:	**263.55**
1500-SAFETY-KLEEN SYSTEMS INC		
205070	CONTAINERIZED WASTE	3,362.35
	VENDOR TOTAL:	**3,362.35**
	DIVISION TOTAL:	**5,235.33**
	DEPARTMENT TOTAL:	**9,723.80**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
2179-TYLER TECHNOLOGIES INC		
205141	DIGEPLAN IMPLEMENTATION	225.00
	VENDOR TOTAL:	**225.00**
	DIVISION TOTAL:	**225.00**
61-BUILDING INSPECTION		
1082-ARROW PRINTING AND GRAPHICS INC		
205127	BUSINESS CARDS - G LASSLE	69.00
	VENDOR TOTAL:	**69.00**
3827-TAMI WALDNER		
205069	FEBRUARY 2026 BOE LUNCH	135.00
205219	MARCH 2026 BOE MEETING	171.00
	VENDOR TOTAL:	**306.00**
	DIVISION TOTAL:	**375.00**
	DEPARTMENT TOTAL:	**600.00**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
32-JUDICIAL		
2483-CAMPBELL COUNTY SHERIFF		
205066	JANUARY 2026 PRISONER BILLING	1,350.00
205170	FEBRUARY 2026 PRISONER BILLING	1,650.00
	VENDOR TOTAL:	**3,000.00**
	DIVISION TOTAL:	**3,000.00**
	DEPARTMENT TOTAL:	**3,000.00**
	FUND TOTAL:	**452,631.32**

Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
1519-CRUM ELECTRIC SUPPLY COMPANY		
205297	ELECTRICAL WAREHOUSE INVENTORY	151.00
	VENDOR TOTAL:	**151.00**
2005-PETE LIEN & SONS INC		
205326	ENGINEERING/STREETS * BLOCKS * SCOTT	1,200.00
	VENDOR TOTAL:	**1,200.00**
5064-RVE, INC		
205105	HIDDEN VALLEY PLAYGROUND IMPROVEMENTS	2,380.00
	VENDOR TOTAL:	**2,380.00**
2363-WWC ENGINEERING		
205257	2025 ALLEY PROJECT	1,925.00
205258	2025 ALLEY PROJECT	350.00
205259	2025 ALLEY PROJECT	1,189.50
	VENDOR TOTAL:	**3,464.50**
	DIVISION TOTAL:	**7,195.50**
	DEPARTMENT TOTAL:	**7,195.50**
	FUND TOTAL:	**7,195.50**

Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
70-UTILITIES		
72-MADISON WATER LINE		
3656-BAKER HUGHES, A GE COMPANY, LLC		
205152	M-13 REPAIRS	2,163.00
	VENDOR TOTAL:	**2,163.00**
1519-CRUM ELECTRIC SUPPLY COMPANY		
205297	ELECTRICAL WAREHOUSE INVENTORY	151.00
	VENDOR TOTAL:	**151.00**
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
205125	FIBER OPTIC MADISON WELLFIELD	772.48
205126	AMERICAN ROAD FIBER OPTIC	165.00
	VENDOR TOTAL:	**937.48**
	DIVISION TOTAL:	**3,251.48**
	DEPARTMENT TOTAL:	**3,251.48**
	FUND TOTAL:	**3,251.48**

Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
204467	UE 11070 3201 ECHETA	122.50
204483	UE 18740 1018 SKYVIEW	168.39
	VENDOR TOTAL:	**290.89**
	DIVISION TOTAL:	**290.89**
	DEPARTMENT TOTAL:	**290.89**

Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
1040-ALSCO		
205034	UNIFORM CLEANING	18.39
205163	UNIFORM CLEANING	17.87
	VENDOR TOTAL:	**36.26**
2329-TOTER INC		
205339	SOLID WASTE * TOTER * SKYLAR	26,428.63
	VENDOR TOTAL:	**26,428.63**
	DIVISION TOTAL:	**26,464.89**
	DEPARTMENT TOTAL:	**26,464.89**
	FUND TOTAL:	**26,755.78**

Invoice Number	Invoice Description	Amount
503-WATER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
204494	UE 544 796 WARLOW	138.49
	VENDOR TOTAL:	**138.49**
	DIVISION TOTAL:	**138.49**
	DEPARTMENT TOTAL:	**138.49**

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1447-ANIXTER POWER SOLUTIONS		
205267	WATER * SHELVING * BRANDON	732.96
	VENDOR TOTAL:	**732.96**
2484-CAMPBELL COUNTY TREASURER		
205073	2ND HALF PROPERTY TAX - BENNOR ESTATES RD MAINT	300.00
	VENDOR TOTAL:	**300.00**
1519-CRUM ELECTRIC SUPPLY COMPANY		
205298	WATER * TRANSFER SWITCH * COOPER	10,521.79
	VENDOR TOTAL:	**10,521.79**
4864-EDI MENDOZA		
205216	CONCRETE REPAIRS	28,964.00
205217	CONCRETE REPAIRS	1,089.00
	VENDOR TOTAL:	**30,053.00**
1792-ENERGY LABORATORIES INC		
205119	TESTING	34.50
205120	TESTING	3,075.00
205121	TESTING	34.50
205122	TESTING	34.50
205123	TESTING	119.00
205124	PARTS	823.50
205153	TESTING	84.50
	VENDOR TOTAL:	**4,205.50**
1848-FASTENAL COMPANY		
205116	PARTS	262.08
	VENDOR TOTAL:	**262.08**
1422-GILLETTE CONTRACTORS SUPPLY INC		
205118	PARTS FOR REGIONAL FOX PARK MONITOR STATION	1,525.46
205282	WATER * LIDS * COOPER	669.00
	VENDOR TOTAL:	**2,194.46**

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1511-NORCO INC		
205154	NEW FIRST AID KIT FOR WATER STAGING	169.73
	VENDOR TOTAL:	**169.73**
1897-ONE CALL OF WYOMING COPR		
205252	ONE-CALL OF WYOMING	263.55
	VENDOR TOTAL:	**263.55**
3690-PRO WINDMILL INC		
205107	PEST SPRAYING AT ROZET CONTROL BUILDING	115.00
205108	PEST SPRAYING - DONKEY CREEK PS #2	175.00
205109	PEST SPRAYING - MADISON PUMP STATION	250.00
	VENDOR TOTAL:	**540.00**
3929-PURVIS INDUSTRIES, LLC		
205224	PARTS	427.68
	VENDOR TOTAL:	**427.68**
2118-RAZOR CITY LOCKSMITH LLC		
205117	REPLACE LOCKS	620.50
	VENDOR TOTAL:	**620.50**
1802-SIMON CONTRACTORS		
205110	ROAD BASE	895.51
205111	ROAD BASE	902.81
205112	ROAD BASE	818.02
205113	ROAD BASE AND CLEAN LIMESTONE	2,206.28
	VENDOR TOTAL:	**4,822.62**
1748-THAT EMBROIDERY PLACE		
205215	EMBROIDERY	10.00
	VENDOR TOTAL:	**10.00**
4406-TWIN PEAKS PUMP & SUPPLY, INC		
205106	PARTS	149.45
205218	PARTS	191.43

Expenditure Approval Report
Check Approval Date of 04/07/2026

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
	VENDOR TOTAL:	340.88
	DIVISION TOTAL:	55,464.75
	DEPARTMENT TOTAL:	55,464.75
	FUND TOTAL:	55,603.24

Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
204465	UE 6544 3309 SUTHERLAND	8.85
204466	UE 18964 1017 SANTEE	34.86
204468	UE 34172 2106 BIG LOST	0.04
204469	UE 42518 2673 LEDOUX	47.10
204474	UE 27676 1101 DESERT HILLS	34.59
204475	UE 17184 210 OVERLAND	0.48
204476	UE 29582 1601 PATHFINDER	26.88
204480	UE 18838 1035 GURLEY	308.49
204481	UE 17020 11 SIERRA	50.78
204482	UE 11618 2400 FOOTHILLS	134.23
204484	UE 15248 56 CONSTITUTION	36.42
204485	UE 32714 4528 RUNNING W	118.49
204486	UE 42544 2673 LEDOUX	112.02
204487	UE 23896 405 BOXELDER	313.91
204488	UE 18657 8590 PTARMIGAN	222.52
204489	UE 20112 900 CAMEL	311.38
204490	UE 20114 900 CAMEL	327.13
204491	UE 35050 701 EXPRESS	175.24
204492	UE 13810 500 LONGMONT	214.47
204493	UE 12300 335 NOGALES	33.31
204495	UE 11340 805 MOUNTAIN VIEW	31.22
204496	UE 17048 69 SIERRA	21.64
204497	UE 3166 305 COTTONWOOD	202.22
204498	UE 19448 819 12TH	171.21
204499	UE 11374 811 MOUNTAIN VIEW	3.24
204500	UE 17689 2633 LEDOUX	92.34
204501	UE 20657 7131 ROBIN	63.63
204502	UE 36076 1062 COUNTRY CLUB	152.14
204503	UE 42462 205 TALISKER	75.51

Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
204504	UE 6340 614 VIVIAN	121.67
204505	UE 29350 7901 CHUKAR	92.71
204506	UE 15238 56 CONSTITUTION	144.59
204507	UE 15156 71 CONSTITUTION	103.28
204508	UE 11220 3201 ECHETA	11.05
204509	UE 882 800 BUTLER SPAETH	17.27
204510	UE 5046 103 WALNUT	171.24
204511	UE 17732 1407 EAGLES NEST	187.43
	VENDOR TOTAL:	**4,173.58**
	DIVISION TOTAL:	**4,173.58**
	DEPARTMENT TOTAL:	**4,173.58**

Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
1447-ANIXTER POWER SOLUTIONS		
205155	CABLE PROTECTORS	154.30
	VENDOR TOTAL:	**154.30**
2484-CAMPBELL COUNTY TREASURER		
205074	2ND HALF PROPERTY TAX - DISTRIBUTION "OTHER"	58,009.29
205075	2ND HALF PROPERTY TAX - WYGEN III/CTII	77,329.05
	VENDOR TOTAL:	**135,338.34**
1264-MCM GENERAL CONTRACTORS		
205265	ANNUAL TRENCHING AND BORING AG	2,578.00
	VENDOR TOTAL:	**2,578.00**
1897-ONE CALL OF WYOMING COPR		
205252	ONE-CALL OF WYOMING	263.55
	VENDOR TOTAL:	**263.55**
2035-POWDER RIVER ENERGY CORPORATION		
205160	FEBRUARY 2026 69KV WHEELING	5,250.00
	VENDOR TOTAL:	**5,250.00**
2071-PROELECTRIC INC		
205253	ANNUAL MISCELLANOUS ELECTRICAL	1,095.41
	VENDOR TOTAL:	**1,095.41**
2198-STUART C. IRBY CO		
205331	ELECTRICAL INVENTORY	51.23
205332	ELECTRICAL INVENTORY * NEW ITEM	14,027.11
	VENDOR TOTAL:	**14,078.34**
	DIVISION TOTAL:	**158,757.94**
	DEPARTMENT TOTAL:	**158,757.94**
	FUND TOTAL:	**162,931.52**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
204470	UE 20906 4405 CLEMENCE	54.79
204471	UE 11228 3201 ECHETA	92.65
204472	UE 20912 4400 CLEMENCE	74.63
204473	UE 11216 3201 ECHETA	97.14
204477	UE 36206 1400 HEATHER	17.57
204478	UE 11218 3201 ECHETA	57.80
204479	UE 11194 3201 ECHETA	64.48
	VENDOR TOTAL:	**459.06**
	DIVISION TOTAL:	**459.06**
	DEPARTMENT TOTAL:	**459.06**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1040-ALSCO		
205039	UNIFORM CLEANING	233.91
205045	UNIFORM CLEANING	592.61
	VENDOR TOTAL:	**826.52**
1387-CLEMENT COMMUNICATIONS INC		
205101	SAFETY POSTERS	426.20
	VENDOR TOTAL:	**426.20**
1522-CUES INC		
205102	PARTS	1,999.69
205103	REPAIR	730.14
	VENDOR TOTAL:	**2,729.83**
1684-DRM INC		
205142	12TH STREET EMERGENCY SEWER REPAIRS	35,477.77
	VENDOR TOTAL:	**35,477.77**
1792-ENERGY LABORATORIES INC		
205076	TESTING	77.70
205077	TESTING	103.20
	VENDOR TOTAL:	**180.90**
1892-FRANDSON SAFETY INC		
205104	GAS MONITOR CALIBRATIONS AND REPAIRS	2,044.50
	VENDOR TOTAL:	**2,044.50**
4239-JOSE GUERRERO		
205220	WWTF SEPTAGE RECEIVING GRATE IMPROVEMENTS	7,687.00
205221	EMERGENCY VALVE ADDITION TO DIGESTER LINE	5,485.00
	VENDOR TOTAL:	**13,172.00**
4460-MATCOR, INC		
205249	BOXELDER LIFT STATION IMPROVEM	1,750.00
205250	BOXELDER LIFT STATION IMPROVEM	1,750.00
205251	BOXELDER LIFT STATION IMPROVEM	1,015.00
	VENDOR TOTAL:	**4,515.00**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1897-ONE CALL OF WYOMING COPR		
205252	ONE-CALL OF WYOMING	263.55
	VENDOR TOTAL:	**263.55**
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION		
205067	HVAC REPAIRS AT SCALE HOUSE	450.00
205222	DAMPER REPAIRS IN DIGESTER BUILDING	4,256.00
	VENDOR TOTAL:	**4,706.00**
	DIVISION TOTAL:	**64,342.27**
	DEPARTMENT TOTAL:	**64,342.27**
	FUND TOTAL:	**64,801.33**

Invoice Number	Invoice Description	Amount
601-CITY WEST FUND		
50-PUBLIC WORKS		
39-CITY WEST BUILDING MAINT		
1040-ALSCO		
205037	RUG CLEANING	52.06
205040	RUG CLEANING	68.64
	VENDOR TOTAL:	**120.70**
4550-BIGHORN MOUNTAIN ELECTRIC LLC		
205148	DEMO ELECTRICAL OFF OF WALL IN OLD WASH BAY	1,085.47
	VENDOR TOTAL:	**1,085.47**
5223-DB EQUIPMENT LLC		
205145	REPAIR & PM PRESSURE WASHERS IN WASH BAY	1,065.00
205146	REPAIR & PM PRESSURE WASHERS IN WASH BAY	1,004.00
	VENDOR TOTAL:	**2,069.00**
2171-TW ENTERPRISES INC		
205149	PM CITY WEST GENERATOR	1,779.89
205150	BACKUP GENERATOR PM'S	1,410.73
	VENDOR TOTAL:	**3,190.62**
	DIVISION TOTAL:	**6,465.79**
	DEPARTMENT TOTAL:	**6,465.79**
	FUND TOTAL:	**6,465.79**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1447-ANIXTER POWER SOLUTIONS		
205266	ELECTRICAL INVENTORY	292.50
205268	WATER WAREHOUSE INVENTORY	213.84
205269	ELECTRICAL INVENTORY	169.20
	VENDOR TOTAL:	**675.54**
4333-BARCO MUNICIPAL PRODUCTS, INC		
205272	TRAFFIC INVENTORY	340.00
	VENDOR TOTAL:	**340.00**
3026-BFT LP		
205273	PARKS INVENTORY	720.00
	VENDOR TOTAL:	**720.00**
1197-BORDER STATES ELECTRIC		
205274	ELECTRICAL INVENTORY	207.60
205275	ELECTRICAL INVENTORY	780.00
205276	ELECTRICAL WAREHOUSE INVENTORY	169.25
205277	ELECTRICAL WAREHOUSE INVENTORY	1,877.96
205279	ELECTRICAL WAREHOUSE INVENTORY	324.60
205280	ELECTRICAL WAREHOUSE INVENTORY	1,014.50
205281	ELECTRICAL WAREHOUSE INVENTORY	560.67
	VENDOR TOTAL:	**4,934.58**
1519-CRUM ELECTRIC SUPPLY COMPANY		
205294	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 277/480	96,156.05
205297	ELECTRICAL WAREHOUSE INVENTORY	1,080.98
205299	ELECTRICAL INVENTORY	18.40
205300	ELECTRICAL WAREHOUSE INVENTORY	510.00
205301	ELECTRICAL WAREHOUSE INVENTORY	1,286.35
205302	ELECTRICAL INVENTORY	38.41
	VENDOR TOTAL:	**99,090.19**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1870-FLAGSHOOTER LLC		
205304	WATER WAREHOUSE INVENTORY	841.67
205305	ELECTRICAL INVENTORY	733.57
	VENDOR TOTAL:	**1,575.24**
1422-GILLETTE CONTRACTORS SUPPLY INC		
205283	PARKS WAREHOUSE INVENTORY	37.29
205284	WATER WAREHOUSE INVENTORY	1,287.29
205285	STREETS INVENTORY	1,626.00
205286	ELECTRICAL INVENTORY	51.36
205287	WATER INVENTORY	269.13
205288	WATER WAREHOUSE INVENTORY	98.40
205289	ELECTRICAL INVENTORY	46.92
205290	WATER INVENTORY	124.04
205291	WATER INVENTORY	1,684.71
205292	WATER INVENTORY	13.44
205293	WATER INVENTORY	341.36
	VENDOR TOTAL:	**5,579.94**
1972-GRAINGER INDUSTRIAL		
205308	WATER INVENTORY	72.40
205309	WATER INVENTORY	81.56
	VENDOR TOTAL:	**153.96**
1479-NEWMAN SIGNS INC		
205311	TRAFFIC SAFETY WAREHOUSE	546.50
	VENDOR TOTAL:	**546.50**
1511-NORCO INC		
205313	ELECTRICAL WAREHOUSE INVENTORY	130.81
205314	ELECTRICAL WAREHOUSE INVENTORY	233.00
205315	ELECTRICAL INVENTORY	88.32
205325	PARKS INVENTORY	585.06
	VENDOR TOTAL:	**1,037.19**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
2198-STUART C. IRBY CO		
205331	ELECTRICAL INVENTORY	1,255.50
205332	ELECTRICAL INVENTORY * NEW ITEM	52,577.44
	VENDOR TOTAL:	**53,832.94**
2336-TRAFFIC & PARKING CONTROL COMPANY		
205333	TRAFFIC SAFETY WAREHOUSE	1,721.25
	VENDOR TOTAL:	**1,721.25**
2338-TRAFFIC PARTS INC		
205334	TRAFFIC SAFETY WAREHOUSE	328.00
	VENDOR TOTAL:	**328.00**
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
205340	WATER WAREHOUSE INVENTORY	336.67
205341	VEHICAL MAINTENANCE WAREHOUSE INVENTORY	295.80
	VENDOR TOTAL:	**632.47**
2289-WESCO DISTRIBUTION INC		
205342	ELECTRICAL INVENTORY * TRANSFORMERS SINGLE PHASE	19,540.00
205343	ELECTRICAL INVENTORY * TRANSFORMERS SINGLE PHASE	3,908.00
205344	ELECTRICAL WAREHOUSE INVENTORY	898.00
205345	ELECTRICAL WAREHOUSE INVENTORY	107.28
205346	WATER WAREHOUSE INVENTORY	101.28
	VENDOR TOTAL:	**24,554.56**
	DIVISION TOTAL:	**195,722.36**
	DEPARTMENT TOTAL:	**195,722.36**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
25-FINANCE		
28-WAREHOUSE FUND		
1040-ALSCO		
205043	RUG CLEANING	33.18
205214	RUG CLEANING	33.18
	VENDOR TOTAL:	**66.36**
	DIVISION TOTAL:	**66.36**
	DEPARTMENT TOTAL:	**66.36**
	FUND TOTAL:	**195,788.72**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
3398-JACK'S TRUCK CENTER INC		
205306	VM INVENTORY	313.73
	VENDOR TOTAL:	**313.73**
4462-JOE JOHNSON EQUIPMENT, LLC		
205310	VM INVENTORY	221.68
	VENDOR TOTAL:	**221.68**
1511-NORCO INC		
205318	VM INVENTORY	448.08
	VENDOR TOTAL:	**448.08**
	DIVISION TOTAL:	**983.49**
	DEPARTMENT TOTAL:	**983.49**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
3622-ABSOLUTE AUTO, LLC		
205189	PARTS	14.50
	VENDOR TOTAL:	**14.50**
1040-ALSCO		
205042	UNIFORM CLEANING	143.51
205213	UNIFORM CLEANING	143.51
	VENDOR TOTAL:	**287.02**
4213-BEAR COMMUNICATIONS INC		
205195	PARTS	823.00
	VENDOR TOTAL:	**823.00**
1167-BIG HORN TIRE INC		
205097	TIRE	874.15
205192	VALVE STEMS	19.80
205193	REPAIR TIRE	41.95
205194	ALIGNMENT	115.95
	VENDOR TOTAL:	**1,051.85**
1171-BIGHORN HYDRAULICS INC		
205098	PARTS	191.45
205196	PARTS	119.81
	VENDOR TOTAL:	**311.26**
1178-BJ NELSON/NELSON AUTO GLASS		
205188	WINDSHIELD REPAIRS	85.00
	VENDOR TOTAL:	**85.00**
1525-CUMMINS ROCKY MOUNTAIN INC		
205187	REPAIRS	4,652.62
	VENDOR TOTAL:	**4,652.62**
1631-DITCH WITCH OF SOUTH DAKOTA		
205206	PARTS	655.73
	VENDOR TOTAL:	**655.73**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
4320-ECOVERSE INDUSTRIES, LTD		
205099	PARTS	2,531.92
	VENDOR TOTAL:	**2,531.92**
2645-GREINER MOTOR COMPANY		
205207	PARTS	80.50
	VENDOR TOTAL:	**80.50**
3398-JACK'S TRUCK CENTER INC		
205088	PARTS	398.12
205089	PARTS	10.89
205090	PARTS	491.37
	VENDOR TOTAL:	**900.38**
5130-JENNER EQUIPMENT CO		
205091	PARTS	77.65
205092	RETURN PARTS	-129.99
205211	PARTS	116.22
205212	RETURN PARTS	-58.11
	VENDOR TOTAL:	**5.77**
4462-JOE JOHNSON EQUIPMENT, LLC		
205190	PARTS	973.90
	VENDOR TOTAL:	**973.90**
1758-KAREN'S DELIVERY SERVICE		
205096	DELIVER PARTS	25.00
205205	DELIVER PARTS FROM JENNER EQUIP	25.00
	VENDOR TOTAL:	**50.00**
3983-MOUNTAIN PEAKS DIAGNOSTICS, LLC		
205197	TESTING	377.10
	VENDOR TOTAL:	**377.10**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1511-NORCO INC		
205093	PARTS	94.88
205094	PARTS	8.75
205210	PARTS	50.85
	VENDOR TOTAL:	**154.48**
3042-O'REILLY AUTO PARTS		
205191	PARTS	13.87
	VENDOR TOTAL:	**13.87**
5213-PARTSONE WYOSD LLC		
205079	PARTS	9.00
205080	PARTS	50.78
205081	PARTS	16.36
205082	PARTS	459.87
205083	PARTS	394.17
205084	PARTS	157.95
205085	PARTS	139.23
205086	PARTS	9.64
205087	PARTS	278.46
205171	PARTS	103.05
205172	PARTS	86.30
205173	PARTS	172.60
205174	PARTS	33.05
205175	PARTS	13.16
205176	PARTS	10.90
205177	PARTS	44.10
205178	PARTS	67.75
205179	PARTS	7.21
205180	PARTS	14.72
205181	PARTS	122.34
205182	PARTS	54.98

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5213-PARTSONE WYOSD LLC		
205183	PARTS	4.40
205184	PARTS	28.01
205185	PARTS	679.44
205186	PARTS	30.66
	VENDOR TOTAL:	**2,988.13**
2315-THUNDER BASIN FORD LLC		
205201	PARTS	280.84
205202	PARTS	278.48
	VENDOR TOTAL:	**559.32**
4454-TORGERSON'S, LLC		
205203	PARTS	1,199.67
205208	PARTS	710.55
205209	PARTS	179.80
	VENDOR TOTAL:	**2,090.02**
5019-TRANSOURCE TRUCK & EQUIPMENT		
205100	REPAIRS	2,147.17
	VENDOR TOTAL:	**2,147.17**
2309-WHITE'S FRONTIER MOTORS		
205199	PARTS	103.82
205200	PARTS	731.48
	VENDOR TOTAL:	**835.30**
	DIVISION TOTAL:	**21,588.84**
37-VEHICLE REPLACEMENT		
3182-EATON SALES & SERVICE LLC		
205198	GAS PUMP REPAIRS	616.00
	VENDOR TOTAL:	**616.00**
	DIVISION TOTAL:	**616.00**
	DEPARTMENT TOTAL:	**22,204.84**
	FUND TOTAL:	**23,188.33**
	GRAND TOTAL:	**998,613.01**

Expenditure Approval Report
Check Approval Date of 03/25/2026

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
3379-BLACK HILLS ENERGY		
204512	NATURAL GAS - 528 EXCHANGE AVE	115.76
	VENDOR TOTAL:	**115.76**
	DIVISION TOTAL:	**115.76**
45-ANIMAL SHELTER		
3379-BLACK HILLS ENERGY		
204513	NATURAL GAS - 950 WARLOW-ANIMAL SHELTER	457.87
	VENDOR TOTAL:	**457.87**
	DIVISION TOTAL:	**457.87**
	DEPARTMENT TOTAL:	**573.63**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
3379-BLACK HILLS ENERGY		
204514	NATURAL GAS - 950 W WARLOW DR	166.05
204515	NATURAL GAS - 808 W WARLOW DR	295.53
204516	NATURAL GAS - 201 E 5TH ST AND 3903 FOOTHILLS BLVD	2,364.40
	VENDOR TOTAL:	**2,825.98**
	DIVISION TOTAL:	**2,825.98**
51-PARKS		
3379-BLACK HILLS ENERGY		
204517	NATURAL GAS - 2909 S DOUGLAS HWY	252.47
	VENDOR TOTAL:	**252.47**
	DIVISION TOTAL:	**252.47**
54-STREETS		
3379-BLACK HILLS ENERGY		
204518	NATURAL GAS - 800 N BURMA AVE BLD 414	477.48
	VENDOR TOTAL:	**477.48**
	DIVISION TOTAL:	**477.48**
	DEPARTMENT TOTAL:	**3,555.93**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
62-TRAFFIC SAFETY		
3379-BLACK HILLS ENERGY		
204519	NATURAL GAS - 800 N BURMA AVE, SHOP	80.59
	VENDOR TOTAL:	**80.59**
	DIVISION TOTAL:	**80.59**
	DEPARTMENT TOTAL:	**80.59**
	FUND TOTAL:	**4,210.15**

Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
4629-APEX MECHANICAL, LLC		
205022	DRINKING FOUNTAIN REPAIR AT CITY PARK	1,247.93
	VENDOR TOTAL:	**1,247.93**
	DIVISION TOTAL:	**1,247.93**
	DEPARTMENT TOTAL:	**1,247.93**
	FUND TOTAL:	**1,247.93**

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
3379-BLACK HILLS ENERGY		
204516	NATURAL GAS - 201 E 5TH ST AND 3903 FOOTHILLS BLVD	135.47
204520	NATURAL GAS - 200 ROCK RD GEN	43.46
204521	NATURAL GAS - 816 W WARLOW DR	613.36
204528	NATURAL GAS - LAKEWAY, DOUD, EXCHANGE	249.69
	VENDOR TOTAL:	**1,041.98**
	DIVISION TOTAL:	**1,041.98**
77-SWIMMING POOL		
3379-BLACK HILLS ENERGY		
204522	NATURAL GAS - 909 S GILLETTE AVE	296.46
	VENDOR TOTAL:	**296.46**
	DIVISION TOTAL:	**296.46**
	DEPARTMENT TOTAL:	**1,338.44**
	FUND TOTAL:	**1,338.44**

Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
3379-BLACK HILLS ENERGY		
204523	NATURAL GAS - 940 W WARLOW DR	210.69
	VENDOR TOTAL:	**210.69**
	DIVISION TOTAL:	**210.69**
	DEPARTMENT TOTAL:	**210.69**
	FUND TOTAL:	**210.69**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
3379-BLACK HILLS ENERGY		
204524	NATURAL GAS - 4520 UNIVERSITY RD	45.38
204525	NATURAL GAS - 1700 PLUM CRK	36.16
204526	NATURAL GAS - 3101 S GARNER LAKE RD	6,691.20
204527	NATURAL GAS - 2881 S GARNER LAKE RD	44.14
	VENDOR TOTAL:	**6,816.88**
	DIVISION TOTAL:	**6,816.88**
	DEPARTMENT TOTAL:	**6,816.88**
	FUND TOTAL:	**6,816.88**

Invoice Number	Invoice Description	Amount
601-CITY WEST FUND		
50-PUBLIC WORKS		
39-CITY WEST BUILDING MAINT		
3379-BLACK HILLS ENERGY		
204528	NATURAL GAS - LAKEWAY, DOUD, EXCHANGE	214.45
204529	NATURAL GAS - 611 N EXCHANGE AVE 22	1,427.41
204530	NATURAL GAS - 561 COMMERCIAL DR	981.83
204531	NATURAL GAS - 624 COMMERCIAL DR	2,833.06
	VENDOR TOTAL:	**5,456.75**
	DIVISION TOTAL:	**5,456.75**
	DEPARTMENT TOTAL:	**5,456.75**
	FUND TOTAL:	**5,456.75**

Expenditure Approval Report
Check Approval Date of 03/25/2026

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
25-FINANCE		
28-WAREHOUSE FUND		
3379-BLACK HILLS ENERGY		
204532	NATURAL GAS - 800 BURMA AVE	521.54
	VENDOR TOTAL:	**521.54**
	DIVISION TOTAL:	**521.54**
	DEPARTMENT TOTAL:	**521.54**
	FUND TOTAL:	**521.54**
	GRAND TOTAL:	**19,802.38**

Expenditure Approval Report
Check Approval Date of 03/30/2026

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
00-UNDEFINED		
00-UNDEFINED		
77777-MISC ONE TIME VENDOR		
205140	REFUND SEWER PIF FEES	3,000.00
	VENDOR TOTAL:	**3,000.00**
	DIVISION TOTAL:	**3,000.00**
	DEPARTMENT TOTAL:	**3,000.00**
	FUND TOTAL:	**3,000.00**
	GRAND TOTAL:	**3,000.00**

Expenditure Approval Report
Check Approval Date of 03/31/2026

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2432-WYOMING DEPT OF TRANSPORTATION		
205247	TRANSFER PLATE	2.00
	VENDOR TOTAL:	**2.00**
	DIVISION TOTAL:	**2.00**
	DEPARTMENT TOTAL:	**2.00**
	FUND TOTAL:	**2.00**
	GRAND TOTAL:	**2.00**

Expenditure Approval Report
Check Approval Date of 03/19/2026

Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
1349-CAMPBELL COUNTY HOSPITAL DISTRICT		
203923	JANUARY 2025 WELLNESS	4,865.00
203924	JANUARY 2026 WELLNESS	240.00
203925	FEBRUARY 2026 WELLNESS	4,620.00
	VENDOR TOTAL:	**9,725.00**
2503-DELTA DENTAL OF WYOMING		
203926	FEBRUARY 2026 ADMIN FEES AND CLAIMS	29,023.75
	VENDOR TOTAL:	**29,023.75**
1912-GALLAGHER BENEFIT SERVICES, INC		
203929	MARCH 2026 SHORT TERM DISABILITY ADMIN FEE	166.25
	VENDOR TOTAL:	**166.25**
3687-OPTUM HEALTH FINANCIAL SERVICES		
203927	FEBRUARY 2026 HSA MAINTENANCE FEE	225.50
203928	FEBRUARY 2026 COBRA PARTICIPANT FEE	140.80
	VENDOR TOTAL:	**366.30**
	DIVISION TOTAL:	**39,281.30**
	DEPARTMENT TOTAL:	**39,281.30**
	FUND TOTAL:	**39,281.30**
	GRAND TOTAL:	**39,281.30**

Expenditure Approval Report
Check Approval Date of 03/25/2026

Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
1349-CAMPBELL COUNTY HOSPITAL DISTRICT		
204533	DECEMER 2025 WELLNESS	40.00
	VENDOR TOTAL:	**40.00**
4448-CURALINC, LLC		
204534	APRIL - JUNE 2026 SUPPORTLINC EAP	1,128.90
	VENDOR TOTAL:	**1,128.90**
	DIVISION TOTAL:	**1,168.90**
	DEPARTMENT TOTAL:	**1,168.90**
	FUND TOTAL:	**1,168.90**
	GRAND TOTAL:	**1,168.90**

Expenditure Approval Report
Check Approval Date of 03/30/2026

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
5051-HEALTHEQUITY, INC.		
205237	WEEKLY CLAIMS	4.29
205238	WEEKLY CLAIMS	5,704.33
205239	HRA/FSA DEDUCTION INVOICE	966.84
205240	WEEKLY CLAIMS	582.18
205241	WEEKLY CLAIMS	5,057.30
	VENDOR TOTAL:	**12,314.94**
2672-UMB BANK		
205242	FEBRUARY 2026 P-CARDS	102,613.29
	VENDOR TOTAL:	**102,613.29**
4166-WYOMING GOVERNMENT INVESTMENT FUND		
205243	TRANSER WYOMING CLASS TO POOLED TO WGIF POOLED	2,000,000.00
	VENDOR TOTAL:	**2,000,000.00**
	DIVISION TOTAL:	**2,114,928.23**
	DEPARTMENT TOTAL:	**2,114,928.23**
	FUND TOTAL:	**2,114,928.23**

Expenditure Approval Report
Check Approval Date of 03/30/2026

Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
00-UNDEFINED		
00-UNDEFINED		
2399-WYOMING WATER DEVELOPMENT COMM		
205264	GILLETTE MADISON FULL REPAYMENT OF LOAN	4,328,358.00
	VENDOR TOTAL:	**4,328,358.00**
	DIVISION TOTAL:	**4,328,358.00**
	DEPARTMENT TOTAL:	**4,328,358.00**
	FUND TOTAL:	**4,328,358.00**

Expenditure Approval Report
Check Approval Date of 03/30/2026

Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
2493-BLACK HILLS POWER & LIGHT		
205231	FEBRUARY 2026 CTII ENERGY	20,871.99
205232	FEBRUARY 2026 WYGEN III ANCILLARY	669,180.65
205233	FEBRUARY 2026 TRANSMISSION	207,266.10
	VENDOR TOTAL:	**897,318.74**
2697-BLACK HILLS WYOMING LLC		
205234	FEBRUARY 2026 CTII CAPITAL AND O&M	179,394.49
205235	FEBRUARY 2026 CTII ENERGY	346,138.34
	VENDOR TOTAL:	**525,532.83**
3004-DEPARTMENT OF ENERGY		
205236	FEBRUARY 2026 ENERGY	60,212.15
	VENDOR TOTAL:	**60,212.15**
	DIVISION TOTAL:	**1,483,063.72**
	DEPARTMENT TOTAL:	**1,483,063.72**
	FUND TOTAL:	**1,483,063.72**

Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
2557-BLUE CROSS BLUE SHIELD OF WYOMING		
205245	DRUG COSTS, CLAIMS, COTIVITI, CASH FLOW REG	-98,636.62
	VENDOR TOTAL:	**-98,636.62**
	DIVISION TOTAL:	**-98,636.62**
	DEPARTMENT TOTAL:	**-98,636.62**

Expenditure Approval Report
Check Approval Date of 03/30/2026

Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
2557-BLUE CROSS BLUE SHIELD OF WYOMING		
205244	DRUG COSTS, CLAIMS, COTIVITI, CASH FLOW REG	119,066.15
205245	DRUG COSTS, CLAIMS, COTIVITI, CASH FLOW REG	104,621.69
	VENDOR TOTAL:	**223,687.84**
	DIVISION TOTAL:	**223,687.84**
	DEPARTMENT TOTAL:	**223,687.84**
	FUND TOTAL:	**125,051.22**
	GRAND TOTAL:	**8,051,401.17**

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Mayor Lundvall - $2,376.00
S&S Builders - $2,376.00 - Surface Leveling on West 4-J

SUGGESTED ACTION:

I move for the approval of the conflict claims for Mayor Lundvall.

CASE BACKGROUND:

Mayor Lundvall - $2,376.00
S&S Builders - $2,376.00 - Surface Leveling on West 4-J

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:
Conflict Claims

Expenditure Approval Report
Check Approval Date of 04/07/2026

Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
1493-S & S BUILDERS		
205072	2026 ASPHALT POTHOLE REPAIRS	2,376.00
	VENDOR TOTAL:	**2,376.00**
	DIVISION TOTAL:	**2,376.00**
	DEPARTMENT TOTAL:	**2,376.00**
	FUND TOTAL:	**2,376.00**
	GRAND TOTAL:	**2,376.00**

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

A Proclamation Designating April 2026 as *National Community College Month.*
~ President Janell Oberlander, Gillette College

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:
National Community College Month

PROCLAMATION

WHEREAS, community colleges are a cornerstone of American higher education, providing affordable, accessible, and high-quality educational opportunities to students of all ages and backgrounds; and

WHEREAS, community colleges serve as engines of workforce development by preparing students with the academic credentials, technical skills, and training needed to support local and regional economies; and

WHEREAS, community colleges are especially vital in rural states such as Wyoming, where access to higher education close to home strengthens communities, supports economic stability, and expands opportunities for individuals and families; and

WHEREAS, the City of Gillette and Campbell County are well served by Gillette College, which provides academic transfer pathways, career and technical education, workforce training, dual-enrollment opportunities, and lifelong learning programs that benefit students, employers, and the broader community; and

WHEREAS, Gillette College partners with local schools, businesses, and organizations to enhance educational attainment, support workforce needs, and contribute to the long-term vitality of the Gillette community; and

WHEREAS, National Community College Month was first established in 1985 to recognize the important contributions community colleges make to the nation's educational system, workforce, and communities.

THEREFORE, I Shay Lundvall, Mayor of the City of Gillette, Wyoming do hereby proclaim April 2026 as

National Community College Month

in the City of Gillette, Wyoming.

PROCLAIMED this 7th day of April 2026.

_____ _____

Shay Lundvall, Mayor Alicia Allen, City Clerk (Attest)

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

A Proclamation Designating April 2026 as *Sexual Assault Awareness Month.*
~ Tatyana Walker, Executive Director, Gillette Abuse Refuge Foundation

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:
Sexual Assault Awareness 2026

PROCLAMATION

Whereas, Sexual assault is a widespread and deeply harmful issue that affects individuals of all genders, ages, races, and backgrounds, causing long-lasting physical, emotional, and psychological trauma; and

Whereas, Sexual Assault Awareness Month is a time to raise awareness about sexual violence, educate the public on prevention strategies, and honor the strength and resilience of survivors; and

Whereas, it is essential to foster a culture of respect, consent, and empathy in our communities, and support efforts to prevent sexual violence through education, intervention, and advocacy; and

Whereas, the members of the Gillette City Council strongly support efforts by the Gillette Abuse Refuge Foundation, Inc. (G.A.R.F.), Gillette Police Department Advocates, and Campbell County Attorney's Crime Victim Office to provide services, resources, and support for survivors, helping them heal, and ensuring they have access to the help they need to thrive; and

Now, Therefore, I, Shay Lundvall, Mayor, do hereby proclaim the month of April as

Sexual Assault Awareness Month

in Gillette, Wyoming and call upon all community members, organizations, and individuals to raise their voices and take part in efforts to prevent sexual violence, promote healing, and create a world where all people can live free from the fear of assault.

Signed this 7th day of April, 2026.

_____ _____

Shay Lundvall, Mayor Alicia Allen, City Clerk (Attest)

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

A Proclamation Designating April 14, 2026 as *National Pathologists' Assistant Day.*
~ Jennifer McGee, Campbell County Health

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:
National Pathologists' Assistant Day 2026

PROCLAMATION

WHEREAS, quality, accurate, and timely diagnostic services—provided by highly trained and certified Pathologists' Assistants (PAs)—are essential to effective, patient-centered healthcare, directly influencing treatment decisions and improving health outcomes across Gillette, Wyoming; and

WHEREAS, Pathologists' Assistants are trusted professionals whose advanced training, technical expertise, and commitment to excellence contribute to the delivery of safe, reliable, and efficient laboratory services within the healthcare system; and

WHEREAS, though often working behind the scenes, Pathologists' Assistants play a critical role in the diagnostic process by meticulously examining and processing tissue specimens, which enables pathologists to deliver timely and accurate diagnoses; and

WHEREAS, as integral members of the healthcare team, Pathologists' Assistants improve workflow efficiency and patient care quality, particularly in high-volume and underserved settings where accurate pathology services are vital; and

NOW, THEREFORE, I, Shay Lundvall, Mayor of the City of Gillette, Wyoming, do hereby proclaim April 14th, as National Pathologists' Assistant Day and encourage all citizens to recognize and appreciate the essential role Pathologists' Assistants play in advancing healthcare, safeguarding patient outcomes, and supporting our public health infrastructure.

National Pathologists' Assistant Day

in the City of Gillette, Wyoming.

PROCLAIMED this 7th day of April 2026.

_____ _____

Shay Lundvall, Mayor Alicia Allen, City Clerk (Attest)

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Things to Know Video for April, 2026.

STAFF REFERENCE:

VIDEO - Jennifer Toscana, Public Affairs Director

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Recycling Presentation & Yard Waste Program

STAFF REFERENCE:

Sawley Wilde, Public Works Director

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration of a Special Event Permit on June 18, 2026 from 2:30 p.m. to 5:00 p.m. for a Skate Jam Expo, Requested by the Campbell County Public Library.

SUGGESTED ACTION:

I move to approve the foregoing Special Event Permit.

CASE BACKGROUND:

The Campbell County Public Library is requesting a Special Event Permit for a Skate Jam Event.

Applicant states:
"No roads will be closed to traffic. The DJ will set up near the skate park parking lot. The food truck(s) will be parked in the parking lot. We'll use electricity from the outlets on the light pole between the skate park and the Public Health staff parking lot. (We have talked to public health about this. The skatepark parking lot will be blocked off for pedestrians. We can bring our own cones to do that. We have permission from Campbell County Parks and Rec to use the skate park for this program."

"The Skate Jam is a skate expo featuring local talent. It is part of Campbell County Public Library's Summer Reading Program. The event is a joint effort between the Campbell County Public Library and Primetime WY. We hope families have fun, enjoy some food, and enjoy the show."

This event will have outdoor live music or a PA System.

They also request a police escort for their event.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
Insurance
CCPR Skate Park Approval

Map

CAMPCOU-17 JMCKILLOP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 6024 HUB International Mountain States Limited PO Box 819 Gillette, WY 82717	CONTACT NAME: Jennifer McKillop PHONE (A/C, No, Ext): (307) 686-0313 FAX (A/C, No): (307) 687-1473 E-MAIL ADDRESS: jennifer.mckillop@hubinternational.com
INSURED Campbell County 500 S. Gillette Ave., Ste 1200 Gillette, WY 82716-4239	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Charter Oak Fire Insurance Company — 25615 INSURER B : The Travelers Indemnity Company — 25658 INSURER C : Lexington Insurance Company — 19437 INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	X	X	ZLP21P55015	7/1/2025	7/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG WY Stop Gap	$ 1,000,000 $ 1,000,000 $ $ 1,000,000 $ 1,000,000 $ 1,000,000 $ 1,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY			8103S182556	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
C	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 1,000,000			038247050-00	7/1/2025	7/1/2026	EACH OCCURRENCE AGGREGATE	$ 4,000,000 $ 4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Travelers Umbrella excludes coverage for Law Enforcement Liability.

Excess Law Enforcement Liability is covered under policy 038247050-00 effective 07/01/2025 to 07/01/2026 written through Lexington Insurance Company with a $4,000,000 Each Occurrence Limit & a $4,000,000 Annual Aggregate Limit.

CERTIFICATE HOLDER

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Permit CT2026-0036 Fw: Skate Park event - June 17

1 message

Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov> Thu, Mar 12, 2026 at 3:01 PM
To: "seannac@gillettewy.gov" <seannac@gillettewy.gov>

Hi Sean,

I am forwarding the email thread below in regards to the request for more information for Permit CT2026-0036. Below you'll see the email thread in which I requested permission from the Campbell County Parks Superintendent about the event at the Skate Park.

I will send you a more detailed map of where the DJ and vendors will be after the DJ has a chance to go look at the Skate Park and scout out the best position for his booth.

All the best,

Stephanie Birr
Youth Services Coordinator
Campbell County Public Library
307.687.9225

From: Kevin W. Geer <Kevin.Geer@campbellcountywy.gov>
Sent: Monday, March 9, 2026 1:24 PM
To: Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov>
Subject: Re: Skate Park event - June 17

Sounds great!

Kevin Geer

Parks Superintendent
Campbell County Parks & Recreation
250 Shoshone Ave.
Gillette, WY 82718
kevin.geer@campbellcountywy.gov Please Notice : My e-mail has changed
+1 307-687-6200 x2205
Parks, An Essential Place for all to Learn, Play and Grow

From: Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov>
Sent: Monday, March 9, 2026 10:45 AM
To: Kevin W. Geer <Kevin.Geer@campbellcountywy.gov>
Subject: Re: Skate Park event - June 17

Hi Kevin,

That was very speedy indeed! The proposed date for the Skate Jam is Wednesday, June 17 at 3:30pm. We'd set up probably between 2:30 and 3:00 (I'll have to ask the DJ and the food truck how long their setup process is) and be wrapped up by about 5pm. I don't know what time the church brings pizza in the evenings. We will have library staff there the entire time, so we'll be sure the venue is cleaned up before we leave.

Stephanie Birr
Youth Services Coordinator
Campbell County Public Library
307.687.9225

From: Kevin W. Geer <Kevin.Geer@campbellcountywy.gov>
Sent: Monday, March 9, 2026 10:22 AM
To: Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov>
Subject: Re: Skate Park event - June 17

Hello Stephine,

Who says that the government can't work FAST! Yes, there should not be a problem with having that at the skate Park. We will need to know what day so that it does not interfere with the programs we hold at the skate park. Those proposed dates are July 11, July 18, and July 25 from 11:00am to 1:30pm. I also think that one of the churches intown does a youth outreach and brings pizza down to the skate park on Wednesday evenings during the summer.

The second thing is that we will want to make sure the skate park and surrounding area is cleaned up after the event. We moved to a Mowing Contract for 4-J so we don't have staff to clean-up afterword.

As long as we continue to visit as you have more information, everything should be fine.

Kevin Geer
Parks Superintendent
Campbell County Parks & Recreation
250 Shoshone Ave.
Gillette, WY 82718
kevin.geer@campbellcountywy.gov Please Notice : My e-mail has changed
+1 307-687-6200 x2205
Parks, An Essential Place for all to Learn, Play and Grow

From: Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov>
Sent: Monday, March 9, 2026 9:50 AM
To: Kevin W. Geer <Kevin.Geer@campbellcountywy.gov>
Subject: Re: Skate Park event - June 17

Hi Kevin,

Thanks so much for looking into things! I appreciate it!

Stephanie Birr
Youth Services Coordinator
Campbell County Public Library
307.687.9225

From: Kevin W. Geer <Kevin.Geer@campbellcountywy.gov>
Sent: Monday, March 9, 2026 9:47 AM
To: Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov>
Subject: Re: Skate Park event - June 17

Hello Stephanie,

Thank you for reaching out, let me do some digging on your proposal and I will get back with you hopefully in the next day or two. If this has to go to the Parks and Recreation board then it will be about a week for that answer.

Have a great day,

Kevin Geer
Parks Superintendent
Campbell County Parks & Recreation
250 Shoshone Ave.
Gillette, WY 82718
kevin.geer@campbellcountywy.gov Please Notice : My e-mail has changed
+1 307-687-6200 x2205
Parks, An Essential Place for all to Learn, Play and Grow

From: Stephanie J. Birr <Stephanie.Birr@campbellcountywy.gov>
Sent: Monday, March 9, 2026 9:33 AM
To: Kevin W. Geer <Kevin.Geer@campbellcountywy.gov>
Subject: Skate Park event - June 17

Hi Kevin,

Stephanie from the Rec Center suggested I contact you about a proposed program at the Skate Park.

We'd like to do a "Skate Jam" with Primetime WY (they will gather local talent for the event). We would like to invite a DJ and probably a food truck. I asked permission from Public Health to use the outlets on the light pole in between their staff parking lot and the skate park parking lot. I also plan to get a permit from the City for an outdoor PA system, since we plan to have a DJ.

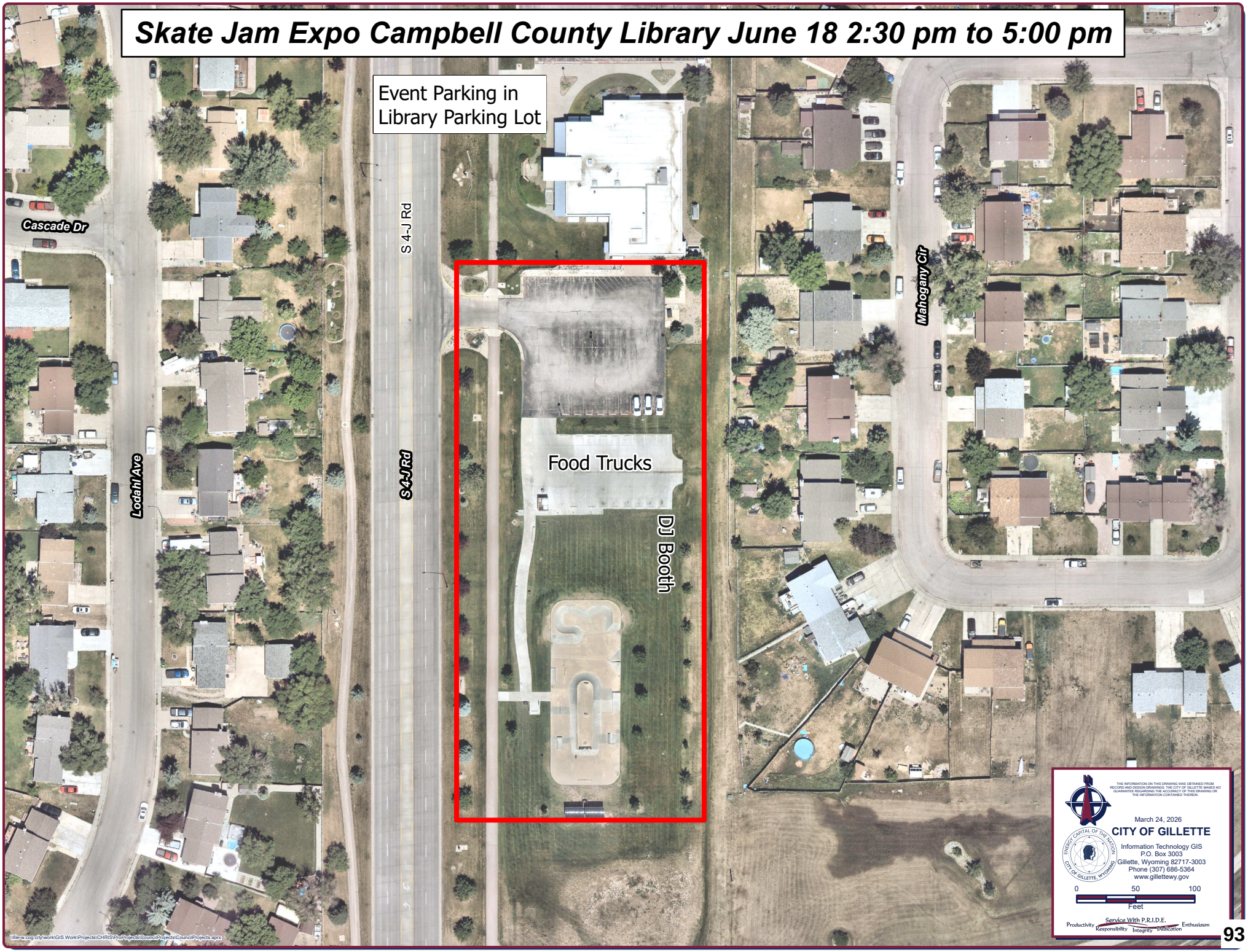
Stephanie told me the skate park is a county facility and suggested I reach out to you for permission to officially hold an event there. Please let me know if this potential event is okay to move forward with and also if there are other considerations I haven't addressed yet.

Thank you,

Stephanie Birr
Youth Services Coordinator
Campbell County Public Library
307.687.9225

E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.

Skate Jam Expo Campbell County Library June 18 2:30 pm to 5:00 pm



CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration to allow Lakeside Partners LLC d.b.a. Lakeside Liquor and Lounge to utilize their Retail Liquor License to apply for a Catering Permit in Hulett, WY for an Annual Old West Invitational Turkey Shoot Event on April 30, 2026.

SUGGESTED ACTION:

I move to approve the foregoing Out of Jurisdiction Catering Permit.

CASE BACKGROUND:

Lakeside Liquor and Lounge holds a Retail Liquor License in the City of Gillette, and has requested permission to sell alcohol at an event out of jurisdiction. Wyoming State Statute requires written approval from the City Council for such a request.

W.S. 12-4-502(d) - Any applicant applying for a permit authorized by this section and having licensed premises located within a jurisdiction other than that jurisdiction to which application is made, shall secure the written approval of the licensing authority of that jurisdiction in which the licensed premises are located prior to filing an application for a permit.

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
Application

CITY OF GILLETTE
www.gillettewy.gov
Public Affairs Department – City Clerk Division
201 E. 5th Street Gillette, WY 82716
Phone: (307) 686-5210
clerks@gillettewy.gov

REQUEST FOR OUT OF JURISDICTION CATERING APPLICATION

RETAIL LIQUOR LICENSE HOLDER: Lakeside Liquor and Lounge

APPLICANT NAME: Susan Gilmore

LOCATION NAME: Hulett Town Hall / Community Center

LOCATION ADDRESS: 401 Sager Ave Hulett, WY 82720

DATE OF EVENT: April 30th 2026 - May 1st 2026

TIME OF EVENT: 8:00 AM/(PM) TO 12:00 (AM)/PM

EVENT DETAILS: Annual Turkey Shoot
"Old West Invitational Turkey-Shoot

APPLICANT SIGNATURE: See Attached DATE: _____

Received by the City Clerk's Office: 03/31/2026 sc

City Council Approval Date: 04/07/2026

In reference to W.S. 12-4-502(d), this letter serves as notification that the above applicant holds a retail liquor license in Gillette, Wyoming, and has permission from the City of Gillette to apply for a catering permit in your jurisdiction for the event listed above.

Shay Lundvall, Mayor

Alicia Allen, City Clerk

April 30th - May 1 - May 2nd

8:00 - midnight

Governer's Turkey Shoot

Lakeside Liquor

Hulet Town Hall

Susan Shuve

3-31-26

Received by the City
Clerks office 3/31/2026
City Council Meeting 4/7/26.

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration to allow Gillette Entertainment LLC d.b.a. Sundance Lounge to utilize their Retail Liquor License to apply for a 24-Hour Alcoholic Beverages Sales Permit in Arvada, WY (Campbell County) for a 4-G Historical Society Fundraising Event on April 25, 2026.

SUGGESTED ACTION:

I move to approve the foregoing Out of Jurisdiction Permit.

CASE BACKGROUND:

The Sundance Lounge holds a Retail Liquor License in the City of Gillette, and has requested permission to sell alcohol at an event out of jurisdiction. Wyoming State Statute requires written approval from the City Council for such a request.

W.S. 12-4-502(d) - Any applicant applying for a permit authorized by this section and having licensed premises located within a jurisdiction other than that jurisdiction to which application is made, shall secure the written approval of the licensing authority of that jurisdiction in which the licensed premises are located prior to filing an application for a permit.

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
Application
Campbell County 24 Hour Permit Application

CITY OF GILLETTE
www.gillettewy.gov
Public Affairs Department – City Clerk Division
201 E. 5th Street Gillette, WY 82716
Phone: (307) 686-5210
clerks@gillettewy.gov

REQUEST FOR OUT OF JURISDICTION CATERING APPLICATION

RETAIL LIQUOR LICENSE HOLDER:
Gillette Entertainment LLC

APPLICANT
NAME: Sundance Lounge

LOCATION
NAME: 4-G Community Center

LOCATION ADDRESS:
1 Ivy Creek Rd Arvada Wy (Campbell Co)

DATE OF
EVENT: 4/25/26

TIME OF EVENT: 4:00 AM/~~PM~~ TO 12:00 ~~AM~~/PM

EVENT DETAILS:
Catering Alcohol, to help with with fund raising for 4-G Historical Society, Food + Bar

APPLICANT SIGNATURE: L. D Williams
DATE: 4/1/26

Received by the City Clerk's Office: 04/01/2026

City Council Approval Date: _____

CITY OF GILLETTE
www.gillettewy.gov
Public Affairs Department – City Clerk Division
201 E. 5th Street Gillette, WY 82716
Phone: (307) 686-5210
clerks@gillettewy.gov

In reference to W.S. 12-4-502(d), this letter serves as notification that the above applicant holds a retail liquor license in Gillette, Wyoming, and has permission from the City of Gillette to apply for a catering permit in your jurisdiction for the event listed above.

_____

Shay Lundvall, Mayor

Alicia Allen, City Clerk

24 HOUR/DAILY ALCOHOLIC BEVERAGE SALES PERMIT APPLICATION (W.S. 12-2-203, 12-4-502)

PERMIT VALID FOR ONLY ON-PREMISE SALES AND CONSUMPTION AT THE PERMITTED EVENT, NO PACKAGE SALES ALLOWED

To be completed by City/County Clerk

Date filed with clerk: 3 / 31 / 2026 Number of Days at $10.00/day: 1

Total Permit Fee: $ 10.00 (non- refundable)

Permit Date: 04 / 25 / 26 through 04 / 25 / 26

Applicant: Sundance Lounge Business/Trade Name (DBA): Gillette Entertainment LLC

Contact Person: L.D. Williams Phone: (307) 689 - 9288

Address: 1020 E Hwy 14-16 City: Gillette State: Wy Zip: 82716

Mailing Address: Same City: State: Zip:

Business Phone: (307) 685 - 2311 Email Address: d9gillette@gmail.com

Event Name: 4G Community Center Benefit Event Location: 1 Ivy Creek Dr Arvada 82831

What steps will be taken to insure person under the age of 21 are not served alcoholic beverages? ID check, wristband.

FILING IN (CHOOSE ONLY ONE)

- ☐ CITY OF: _____
- ■ COUNTY OF: Campbell

FILING AS (CHOOSE ONLY ONE)

- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☐ LP/LLP
- ☐ LLC
- ☐ CORPORATION
- ☐ LTD PARTNERSHIP
- ☐ ORGANIZATION
- ☐ OTHER _____

TYPE OF PERMIT (CHOOSE ONLY ONE)

☐ **MALT BEVERAGE PERMIT** (W.S. 12-4-502(a)/W.S. 12-2-201(b))

Malt beverage permit applicants receiving anything of value (i.e. money, goods and or services from any industry representative must answer the following: (W.S. 12-5-402(a))

Nonprofit corporation under the laws of Wyoming? Yes ☐ No ☐

Tax Exempt Organization under the Internal Revenue Code? Yes ☐ No ☐

And has the applicant been in continuous operation for not less than two (2) years? Yes ☐ No ☐

☒ **CATERING PERMIT** (W.S. 12-4-502(b))

For currently licensed Retail or Resort license holders only

☐ **MANUFACTURER'S OFF-PREMISE PERMIT** (W.S. 12-2-203(g)(iii))

For the sale of the manufacturer's own Wyoming manufactured products only

☐ **WINERY OFF-PREMISE PERMIT**

(W.S. 12-4-414(g))

For the sale of the winery's own Wyoming manufactured products only

By filing this application, the applicant and their representatives agree to sell alcoholic beverages and operate under the requirements of all applicable Wyoming state and local laws and rules, and submit any required sales tax and reports.

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

L.D. Williams — L.D. Williams — 03 / 31 / 2026

Applicant Signature — Printed Name — Date

Robin Vail — Resolution #2058 — 4 / 1 / 2026

Signature of Licensing Authority Official — Date

24 HOUR/DAILY ALCOHOLIC BEVERAGE SALES PERMIT

Applicant: Sundance Lounge

Business / Trade Name (D/B/A): Gillette Entertainment LLC

Name of Event: 4G Community Center Benefit

Event Location: 1 Ivy Creek Arvada, WY 82831

Permit Date(s): 4/25/2026

This permit authorizes the applicant and their representatives to sell alcoholic beverages under the permit type designated below for on-premises sales and consumption only pursuant to all applicable Wyoming state laws and rules, and all applicable local laws and rules.

TYPE OF PERMIT (CHOOSE ONLY ONE)

☑ **Catering Permit** (W.S. 12-4-502(b))
For the sale of the Retail or Resort license holder's alcohol inventory only

☐ **Malt Beverage Permit** (W.S. 12-4-502(a) / W.S. 12-2-201(b))
For the sale of malt beverage products obtained from a licensed malt beverage wholesaler

☐ **Manufacturer's Off-Premise Permit** (W.S. 12-2-203(g)(iii))
For the sale of the manufacturer's own Wyoming manufactured products only

☐ **Winery's Off-Premise Permit** (W.S. 12-4-414(g))
For the sale of the winery's own Wyoming manufactured products only

Authorized by the City/Town Council or the Board of County Commissioners of:

Campbell County Board of Commissioners Resolution #2058

Licensing Jurisdiction

Licensing Authority Official:

Robin Vail 4.1.2026

Signature Date

Post this permit in a conspicuous location at the event

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Appointment of an Official Voting Delegate and Alternate Voting Delegate for the 2026 WAM Summer Convention.

SUGGESTED ACTION:

I move to appoint _____ as the Official Voting Delegate and _____ as the Alternate Voting Delegate for the 2026 WAM Summer Convention.

CASE BACKGROUND:

WAM is requesting that our municipality's governing body appoint its Official Voting Delegate and alternate to WAM's Summer Convention Business Meeting, held Thursday, June 4, 2026, in Laramie (Date subject to Change).

Any individual member of the association is entitled to speak during the June business meeting. However, when a vote is taken on any action the official voting delegate, or the alternate, is the only one allowed to vote for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

This form must be completed and returned to WAM by Friday, May 15, 2026.

If the official delegate is not able to attend the conference at the last moment, you may re-appoint someone else. For this change to be accepted we do need a change in writing. You may send/fax it to the WAM office by Friday, May 15 or your voting delegate may bring the written change/authorization to the convention and submit it to the WAM registration desk by Wednesday, June 3 before 12:00pm. After that time, changes will not be accepted.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:
Voting Delegate Memo

Wyoming Association of Municipalities
Building Strong Communities

TO: **All Mayors/Clerk-Treasurers/Administrators-Managers**

FROM: Earla Checchi, Finance Manager

SUBJECT: **Voting Delegates for the 2026 WAM Summer Convention**

DATE: March 3, 2026

We are requesting that your municipality's governing body appoint its **Official Voting Delegate** and **alternate** to WAM's Summer Convention Business Meeting, held Thursday, June 4, 2026, in Laramie (Date subject to Change). Items that your Voting Delegate will be voting on Membership Dues. ***Any*** individual member of the association is entitled to speak during the June business meeting. However, when a vote is taken on any action the official voting delegate, or the alternate, is the ***only one allowed to vote*** for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

Please complete the attached form and email, mail, or fax it to WAM by Friday, May 15, 2026. We appreciate your cooperation and prompt action on this matter to ensure that each municipality is represented by a person who has been duly authorized by your governing body to take an active role in the business meeting.

If you find your official delegate is not able to attend the conference at the last moment, you may re-appoint someone else. For this change to be accepted we do need a change **in writing**. You may send/fax it to the WAM office by **Friday, May 15** or your voting delegate may bring the written change/authorization to the convention and submit it to the WAM registration desk **by Wednesday, June 3 before 12:00pm**. <u>After that time, changes will not be accepted.</u>

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the June business meeting!

WYOMING ASSOCIATION OF MUNICIPALITIES
2026 WAM SUMMER CONVENTION
OFFICIAL VOTING DELEGATE FORM

The following person has been selected as the ***Official Voting Delegate*** for the 2026 WAM Convention Summer Business Meeting in Laramie, Thursday June 4, 2026 (Date subject to Change).

City/Town:_____

Name:_____

Title:_____

Alternate Delegate will be: _____

Title: _____

Date Approved by the City/Town Council: _____

Attest:_____(City/Town Clerk)

***The WAM Business Meeting date is subject to change.**

PLEASE EMAIL, MAIL OR FAX TO WAM NO LATER THAN Friday, May 15, 2026.

315 West 27 Street, Cheyenne, WY 82001

Phone (307) 275-8376, Fax (307) 632-1942 or

Email to Earla Checchi at: earla@wyomuni.org

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration for the Acceptance of Public Improvements for the Gillette Regional Water Supply Project Phase VI, Installed by Hot Iron, Inc. in the Amount of $1,343,267.99.

SUGGESTED ACTION:

I move for Approval for the Acceptance of Public Improvements for the Gillette Regional Water Supply Project Phase VI, Installed by Hot Iron, Inc. in the Amount of $1,343,267.99.

PROJECT NUMBER:

22UT01

CASE BACKGROUND:

The project pertains to providing regional water supply extensions to the Stroup Mobile Home Park, Eagle Ridge Subdivision and the Peoples ISD (see the attached map). This work is the sixth (6th) phase of the Gillette Regional Water Supply Project, undertaken in partnership with the Wyoming Water Development Commission.

Stroup Mobile Home's water tanks was supplied by a connection to the 12-Inch distribution line at the S Garner Lake Rd and S Douglas Highway. Eagle Ridge Subdivision's water tanks was supplied by a connection to a 42" line that runs along Hwy 59. Two new control structures were constructed at each location to house metering equipment and other appurtenances. Peoples Improvement and Service District was provided with a pump station and connection to the 12" distribution line along the North side of Southern Drive.

HISTORY: This project represents Phase 6 of the Gillette Regional Water Supply Project. It is part of the original scope of the Gillette Regional Water Supply Project that was identified in 2010.

WHY NEEDED: This project is needed to help centralize the water distribution systems in northeast Wyoming. It has the goal of providing reliable water as an alternative to privately maintained supply wells that may have quality or capacity issues.

SCHEDULE: Construction began in the Spring of 2025 and was completed in the Spring of 2026.

The original contract was $1,152,468.36. The final contract price was $1,343,267.99 and included three change orders.
Change Order #1 was an increase of $44,884.40 due to relocating the People's ISD control building to accommodate Campbell County Road and Bridge site distance requirements.
Change Order #2 was an increase of $138,426.00 for extending a transmission main to the People's ISD water tank.
Change Order #3 was an increase of $7,489.23 for reconciling final quantities with the project.

This project was funded 67% by the Wyoming Water Development Commission and the remaining 33% was funded by the City's Capital Facilities Tax (Cap Tax). With bids coming in under the engineers estimate, additional work was completed with the project while still remaining under the allocated budget of $1,475,000.

ACTUAL COST VS BUDGET:

Actual Cost: $1,343,267.99; Budget: $1,475,000

STAFF REFERENCE:

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

ATTACHMENTS:
Project Area Map
Affidavit on Behalf of Contractor
Certification of Final Completion
Certification of Substantial Completion
Warranty

22UT01 STROUP MHP, EAGLE RIDGE MHP, AND PEOPLES ISD WATER CONNECTIONS



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

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: Wyoming CITY: Gillette

COUNTY: Campbell DATE: April 7, 2026

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and Hot Iron, Inc. the Contractor, date April 7, 2026.

For the 22UT01 – GRWSP Priority VI Connections
Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contact.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every find and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

Hot Iron, Inc. April 7, 2026
Contactor
1100 North Gurley Avenue
Address
Gillette
City
Wyoming
State
82716
Zip Code

Signed By
President
Title

Subscribed and sworn to before me this 10 day of March, 2026

Michele Foster
Notary Public

My Commission Expires: 04/06/2031

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION

Project: GRWSP Priority VI Connections

Project No.: 22UT01

Owner: City of Gillette

Date of Contract: September 18, 2024

Contractor: Hot Iron, Inc.

Engineer: Morrison Maierle, Inc.

This Certificate of Final Completion applies to:

X All Work under the Contract Documents:

_____ The following specified portions:

_____

_____

_____

April 7, 2026
Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this certificate.

DATED this 10 day of March, 2026

Hot Iron, Inc.
CONTRACTOR (COMPANY NAME)

President
SIGNATURE (TITLE)

STATE OF Wyoming }
} SS
COUNTY OF Campbell }

The foregoing instrument was acknowledged before me by Bryan Garland this 10 day of March, 2026

Witness my hand and official seal

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

Michele Foster
Notary Public

My commission Expires: 04/06/2031

CITY OF GILLETTE

_____ _____
(Name), Mayor Date

(S E A L)
ATTEST:

_____
(Name), City Clerk

CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: GRWSP Priority VI Connections

Project No.: 22UT01

Owner: City of Gillette

Date of Contract: September 18, 2024

Contractor: Hot Iron, Inc.

This Certificate of Substantial Completion applies to:

__X__ All Work under the Contract Documents:

_____ The following specified portions:

_____

_____

_____

April 7, 2026
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities
☒ Not Amended

Owner's Amended Responsibilities:

_____

_____

_____

Contractor's Amended Responsibilities:

_____

_____

_____

The following documents are attached to and made part of this Certificate:

_____

_____

_____

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 10 day of March, 2026

Hot Iron, Inc.
CONTRACTOR (COMPANY NAME)

[signature] President
SIGNATURE (TITLE)

STATE OF Wyoming }
} SS
COUNTY OF Campbell }

The foregoing instrument was acknowledged before me by Bryan Garland this 10 day of March, 2026

Witness my hand and official seal

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

Michelle Foster
Notary Public

My commission Expires: 04/06/2031

CITY OF GILLETTE

_____ _____
(Name), Mayor Date

(S E A L)
ATTEST:

_____
(Name), City Clerk

WARRANTY

(Contractor)

Hot Iron, Inc. hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the 22UT01 – GRWSP Priority VI Connections Project FOR A PERIOD OF **One Year** FROM THE DATE OF SUBSTANTIAL AND FINAL COMPLETION.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of **ONE YEAR** is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for 22UT01 – GRWSP Priority VI Connections

DATED this 10 day of March, 2026

Hot Iron, Inc.
CONTRACTOR (COMPANY NAME)

[signature] President
SIGNATURE (TITLE)

STATE OF Wyoming }
} SS
COUNTY OF Campbell }

The foregoing instrument was acknowledged before me by Bryan Garland this 10 day of March, 2026

Witness my hand and official seal

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

Michele Foster
Notary Public

My commission Expires: 04/06/2031

APPROVED BY CITY OF GILLETTE

_____ _____
MAYOR, CITY OF GILLETTE Date

ATTEST:

_____
(Name), City Clerk

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration for the Acceptance of Public Improvements for the Boxelder Lift Station Improvements Project, Installed by Hot Iron, Inc., in the Amount of $115,076.04.

SUGGESTED ACTION:

I move for Approval for the Acceptance of Public Improvements for the Boxelder Lift Station Improvements Project, Installed by Hot Iron, Inc., in the Amount of $115,076.04.

PROJECT NUMBER:

25EN18

CASE BACKGROUND:

The project installed new cathodic protection, completed welded spot repairs, and applied a new protective coating to the dry well for the existing sanitary sewer lift station located near the Boxelder and Butler Spaeth intersection (see attached map). A flowmeter was also installed on the existing 4" sewer force main to help the Wastewater Division monitor the flow from this lift station.

WHY WAS THIS COMPLETED: The existing dry well had water infiltrating through rust holes due to being made of steel. This project patched the rust holes by welding on a steel plate to cover the hole. The dry well's steel surface was then sandblasted and sealed with an epoxy coating. Cathodic Protection was also installed with this project to reduce the deterioration of the dry well caused by corrosion.

Other improvements include a monobase manhole and flowmeter that were installed to help the Wastewater Division monitor sewer flows from this facility.

SCHEDULE: Construction began in October 2025 and was completed in February 2026.

The project was awarded in the amount of $103,489.50 and there were a total of two change orders with the project. The final construction cost was $115,076.04.
Change order #1: increase of $11,057.50 - Installed a concrete monobase manhole for the flowmeter.

Change order #2: increase of $529.04 - Final reconciliation of quantities.

This project was fully funded with Wastewater Funds which allocated $135,000 for this work.

ACTUAL COST VS BUDGET:

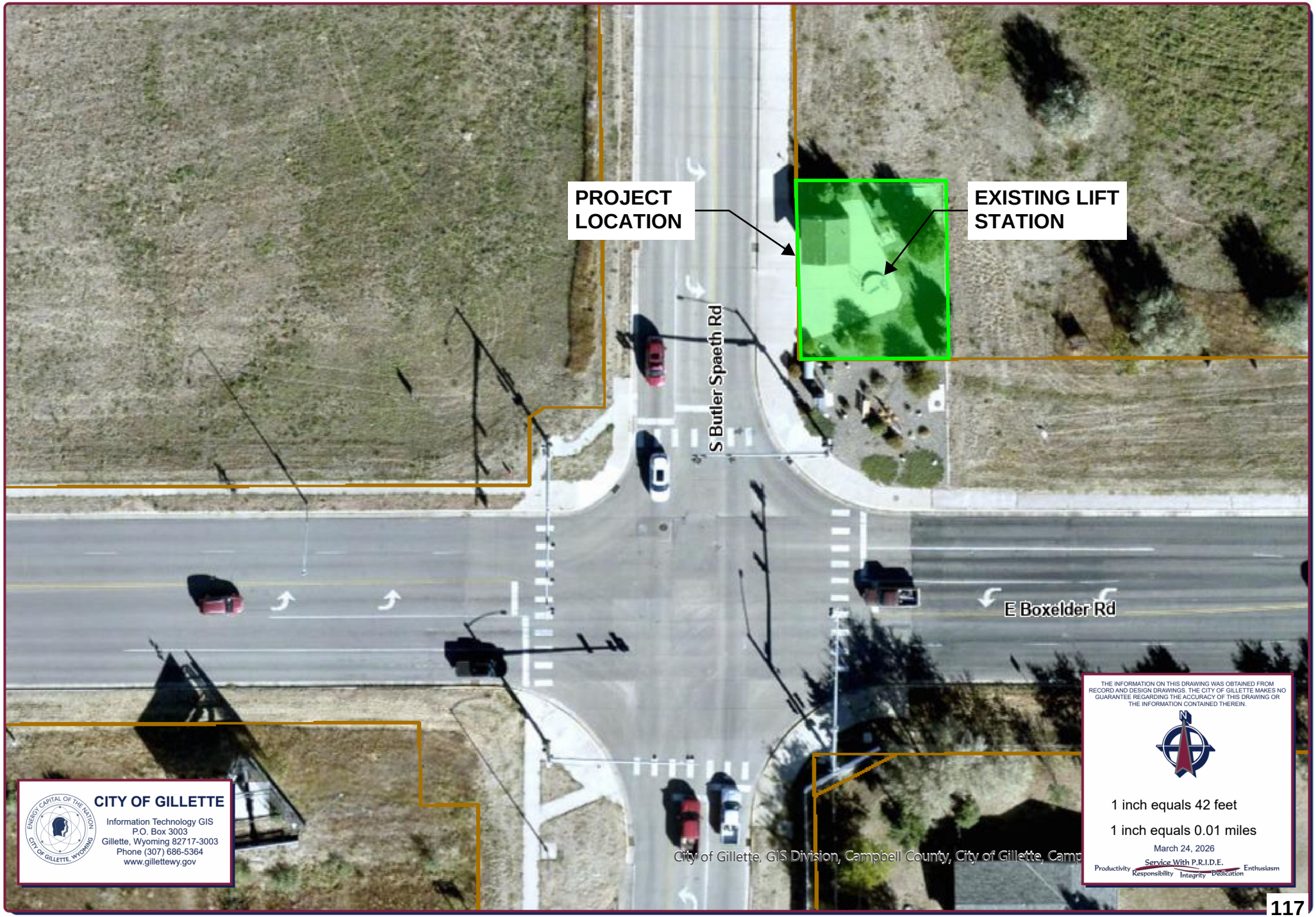
Actual Bid Amount $115,076.04 Allocated Budget $125,000.

STAFF REFERENCE:

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

ATTACHMENTS:
Project Area Map
Certificate of Substantial Completion
Warranty
Affidavit
Certificate of Final Completion

25EN18 - Boxelder Lift Station Improvements



CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: Boxelder Lift Station Improvements Project

Project No.: 25EN18

Owner: City of Gillette

Date of Contract: October 7th, 2026

Contractor: Hot Iron, Inc.

This Certificate of Substantial Completion applies to:

_X_ All Work under the Contract Documents:

____ The following specified portions:

_____

_____

_____

March 16th, 2026
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared except as stated below.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

____ Amended Responsibilities
_X_ Not Amended

Owner's Amended Responsibilities:

_____

_____

_____

Contractor's Amended Responsibilities:

_____

_____

_____

The following documents are attached to and made part of this Certificate:

_____

_____

_____

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 23 day of March, 2026

Hot Iron, Inc.
CONTRACTOR (COMPANY NAME)

President
SIGNATURE (TITLE)

STATE OF WYOMING }
} SS
COUNTY OF CAMPBELL }

The foregoing instrument was acknowledged before me by Bryan Garland, this 23 day of March, 2026

Witness my hand and official seal

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

Michele Foster
Notary Public

My commission Expires: 04/06/2031

CITY OF GILLETTE

_____ _____
(Name), Mayor Date

(S E A L)
ATTEST:

_____
(Name), City Clerk

WARRANTY

(Contractor)

Hot Iron, Inc. hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the 25EN18 – Boxelder Lift Station Improvements Project FOR A PERIOD OF **One Year** FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of Supplementary Condition 13.07 have been met.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of **ONE YEAR** is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for 25EN18 – Boxelder Lift Station Improvements Project.

DATED this 23 day of March, 2026

Hot Iron, Inc.
CONTRACTOR (COMPANY NAME)

President
SIGNATURE (TITLE)

STATE OF WYOMING }
} SS
COUNTY OF CAMPBELL }

The foregoing instrument was acknowledged before me by Bryan Garland, this 23 day of March, 2026

Witness my hand and official seal

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

Michele Foster
Notary Public

My commission Expires: 04/06/2031

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: Wyoming CITY: Gillette

COUNTY: Campbell DATE: March 23, 2026

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and Hot Iron, inc. the Contractor, dated March 23, 2026.

For the 25EN18 – Boxelder Lift Station Improvements Project
Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contact.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every find and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

Hot Iron, Inc.
Contactor

March 23, 2026
Date

P.O. Box 1067
Address

Gillette
City

Wyoming
State

82717
Zip Code

Signed by

President
Title

Subscribed and sworn to before me this 23 day of March, 2026

Michele Foster
Notary Public

My Commission Expires: 04/06/2031

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION

Project Name: Boxelder Lift Station Improvements Project

Project No.: 25EN18

Date of Contract: October 7th, 2025

Owner: City of Gillette

Contractor: Hot Iron, Inc.

Engineer: City of Gillette

This Certificate of Final Completion applies to:

__X__ All Work under the Contract Documents:

_____ The following specified portions:

_____

_____

_____

March 16th, 2026
Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this 23 day of March, 2026

Hot Iron, Inc.
CONTRACTOR (COMPANY NAME)

By [signature] President
SIGNATURE (TITLE)

STATE OF WYOMING }
} SS
COUNTY OF CAMPBELL }

The foregoing instrument was acknowledged before me by Bryan Garland, this 23 day of March, 2026

Witness my hand and official seal

MICHELE FOSTER
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 157452
MY COMMISSION EXPIRES: 04/6/2031

Michele Foster
Notary Public

My commission Expires: 04/06/2031

CITY OF GILLETTE

_____ _____
(Name), Mayor Date

(S E A L)
ATTEST:

_____
(Name), City Clerk

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration for the Acceptance of Development Improvements for the 4800 Tanner Drive Phase 1, Installed by DRM, Inc., on Behalf of the Developer, Stencil Group.

SUGGESTED ACTION:

I move for Approval of the Acceptance of Development Improvements for the 4800 Tanner Drive Phase 1, Installed by DRM, Inc., on Behalf of the Developer, Stencil Group.

CASE BACKGROUND:

The 4800 Tanner Drive development project (The Butte Apartments Phase 1) includes the extension of existing water and sanitary sewer mains (see attached Project Area Map). Utility improvements include extending the water main, adding fire hydrants, and sanitary sewer main extension for the commercial development. The City will take over ownership and maintenance of the described infrastructure upon acceptance.

The developer, Stencil Group, is requesting the City to accept the improvements and take over ownership and maintenance of the described infrastructure. These improvements have been verified and installed per city specifications.

ACTUAL COST VS BUDGET:

N/A

STAFF REFERENCE:

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

ATTACHMENTS:
Certificate of Compliance
Warranty
Project Area Map

CITY OF GILLETTE
DEPARTMENT OF ENGINEERING
CERTIFICATE OF COMPLIANCE

PROJECT NAME: The Butte Apartments

CITY PROJECT NO.: _____ CITY PERMIT NO.: PTC2024-0020

DEVELOPER: Stencil Group
(address) P.O. Box 89624
Sioux Falls, SD 57109

ENGINEER: ECS Engineers
1607 CY Avenue, Suite 104
Casper, WY 82604

I, Nathan Stencil, as official representative of the above named developer do hereby certify that construction of the above named project has been completed in accordance with the approved Drawings and Specifications.

Signature

2-18-26
Date

Nathan Stencil / President
Print Name/Title

STATE OF WYOMING }
} **SS.**
COUNTY OF CAMPBELL }

RACHEL WAITS
NOTARY PUBLIC SOUTH DAKOTA
My Commission Expires 4.7.27

The above and foregoing instrument was acknowledged before me by Nathan Stencil, This 18 day of February, 2026

Witness my hand and official seal.

Notary Public

My Commission Expires: April 7, 2027

I, Shawn J. Gustafson, as official representative of the above named engineer do hereby certify that construction of the above named project has been completed in accordance with the approved Drawings and Specifications.

Signature

2/18/26
Date

Print Name/Title Principal

P.E. Number 6936

PROFESSIONAL ENGINEER (CIVIL) SHAWN J. GUSTAFSON 6936 (STAMP) Date 2/18/26 WYOMING

STATE OF WYOMING }
} **SS.**
COUNTY OF CAMPBELL }

The above and foregoing instrument was acknowledged before me by Shawn Gustafson, This 18th day of February, 2026.

Witness my hand and official seal.

Notary Public

My Commission Expires: 9/16/2028

KATHARINE A. COGDILL
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 167534
MY COMMISSION EXPIRES: 09/16/2028

WARRANTY

NAS Holdings hereinafter the DEVELOPER, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the The Butte LLC. FOR A PERIOD OF **TWO YEARS** FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL, HEREBY INDICATED AS February 17, 2026. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of General Condition 13.12 of the Standard Construction Specifications have been met.

DEVELOPER further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of **two years** is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to DEVELOPER that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to DEVELOPER by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to DEVELOPER in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of DEVELOPER shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the two year period specified above if the City sent notice as provided above within the two year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the two year period.

DEVELOPER and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for The Butte LLC.

DATED this 17th day of February, 20 26

NAS Holdings Nathan Stencil
DEVELOPER

President
SIGNATURE (TITLE)

STATE OF WYOMING }
} SS
COUNTY OF CAMPBELL }

The foregoing instrument was acknowledged before me by NAS Holdings, Nathan Stencil this 17 day of Feb, 20 26

Witness my hand and official seal

Rachel Waits
Notary Public

My commission Expires: April 7, 2027

RACHEL WAITS
NOTARY PUBLIC SOUTH DAKOTA
SEAL SEAL
My Commission Expires 4-7-27

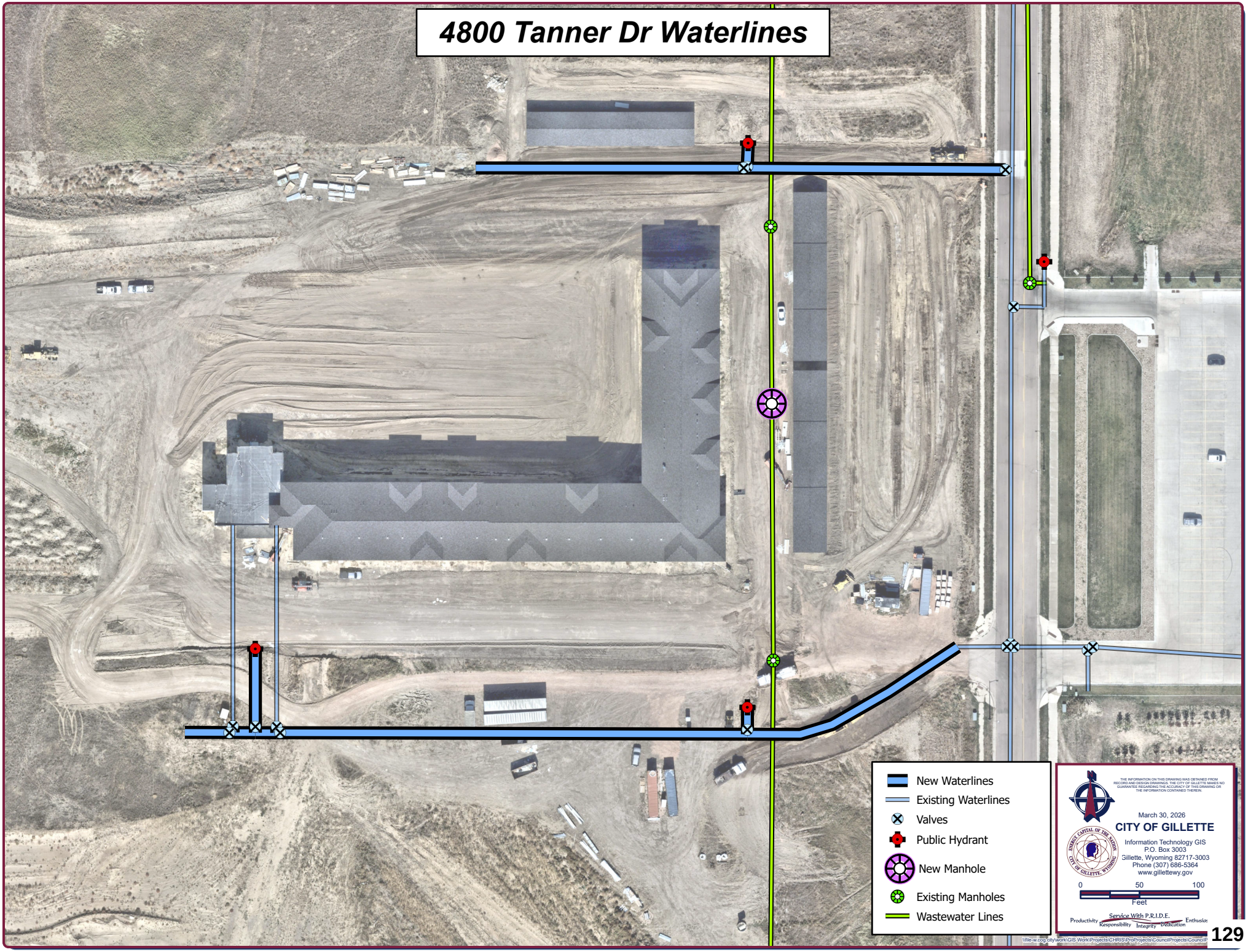
APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK

4800 Tanner Dr Waterlines



CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration of a Bid Award for the Antelope Valley Playground Renovations Project to Falcon Construction, LLC, in the Amount of $774,996.62 (1% Project).

SUGGESTED ACTION:

I move for Approval of the Bid Award for the Antelope Valley Playground Renovations Project to Falcon Construction, LLC, in the Amount of $774,996.62 (1% Project).

PROJECT NUMBER:

25EN29

CASE BACKGROUND:

The Antelope Valley Playground Renovations Project represented the fourth phase of the Park Playgrounds Master Plan developed with Russell + Mills Studios and provided a complete removal and replacement of the existing playground and surrounding landscape at Antelope Valley Park located at 7980 Grouse Ave.

WHY NEEDED:
This park was selected as a priority for replacement due to the age of the play equipment and the general condition of the surrounding park landscape. The previous play equipment was maintenance intensive and lacking in diverse play opportunities. Further, the existing playground features/access are non-ADA compliant, and non-compliant with current playground safety standards. The project is consistent with objectives outlined in the Parks and Pathways Master Plan, Playgrounds Master Plan as well as recent other playground renovations in the City.

The improved playground features age separated play, all new playground equipment, updated landscaping and irrigation and a “bottle-filler” style drinking fountain. The existing gravel parking lot will get concrete surfacing around the ADA access.

The project included a base bid for installing new playground equipment, irrigation, drainage improvements, and parking lot improvements. Two alternatives were also included in the bid.

Alternate #1 added an electrical service line, one outlet, and one light to the existing pavilion and Alternate #2 added a port-a-let enclosure for the portable restroom.

SCHEDULE:
Work is anticipated to begin the Summer of 2026 and be completed Fall of 2026.

BIDS:
Two contractors submitted regular and responsive bids received at 2:00 PM on March 3rd, 2026, for the referenced project.
Falcon Construction, LLC was the lowest bidder with a base bid of $698,096.62. City staff recommends awarding the base bid and add/alt #2 for a total of **$774,996.62**.

BIDDER	BASE BID	ADD/ALT #1	ADD/ALT #2	TOTAL BID
Falcon Construction, LLC	$698,096.62	$28,022.50	$76,900.00	$803,019.12
Powder River Construction	$821,495.38	$27,058.85	$41,087.16	$889,641.39

FUNDING:
This project is fully funded by the Optional 1% Sales Tax Fund and with a Land and Water Conservation Fund (50/50 match) grant in the amount of $450,000. The City allocated $450,000 in the FY2026 budget for the match.

ACTUAL COST VS BUDGET:

$700,174.95 Actual: $900,000 Budgeted

STAFF REFERENCE:

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

ATTACHMENTS:
Project Area Map

25EN29 - Antelope Valley Playground Renovations



CITY OF GILLETTE
Information Technology GIS
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 equals 333 feet
1 inch equals 0.06 miles

March 24, 2026

City of Gillette, GIS Division, Campbell County, City of Gillette, Campbell County, State of Wy

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

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration of a Bid Award for the Spruce and Kluver Surfacing Project to Croell, Inc., in the Amount of $370,819.50 (1% Project).

SUGGESTED ACTION:

I move for Approval of a Bid Award for the Spruce and Kluver Surfacing Project to Croell, Inc., in the Amount of $370,819.50 (1% Project).

PROJECT NUMBER:

26EN02

CASE BACKGROUND:

BACKGROUND: The Spruce & Kluver Surfacing project is related to the rehabilitation of Spruce Ave from E. Warlow Drive to Kluver Road and Kluver Road from the Spruce/Kluver intersection to Boysencreek Drive (see the attached map).

WHY NEEDED: These streets were identified for improvement through the city's PAVER pavement management system, which evaluates pavement condition using recent inspections and assigns a Pavement Condition Index (PCI) to each block of surfacing. Based on these ratings, mill and overlay treatment was selected as the most appropriate solution for these streets.

The mill and overlay process involves removing a section of the existing asphalt by milling the asphalt and placing back a new asphalt surface on top of the existing asphalt surface. This method is appropriate where surface cracking and wear are present, but the underlaying pavement structure remains sound.

The project will restore a smooth driving surface and extends pavement life by up to 15 years, and is more cost-effective than full depth reconstruction.

ANTICIPATED SCHEDULE:
The project is anticipated to begin construction this spring and be completed in summer of 2026.

BIDS:
Two contractors submitted regular and responsive bids received at 2:00 PM on March 17, 2026, for the referenced project. Croell, Inc. was the lowest bidder with a bid of $370,819.50.

BIDDER	BID
Simon Contractors	$444,819.75
Croell, Inc.	$370,819.50
Engineer's Estimate	$510,310.63

The project is fully funded with the Optional 1% Sales Tax Fund with an allocated amount of $450,000.

ACTUAL COST VS BUDGET:

Recommended Award - $370,819.50 Allocated Budget - $450,000

STAFF REFERENCE:

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

ATTACHMENTS:
Project Area Map

26EN02 - Spruce & Kluver Surfacing Project



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

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March 24, 2026

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

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration of Amendment #1 for Construction Management Services for the Overdale Drive and Oregon Avenue Mill and Overlay Project to WWC Engineering, in the Amount of $59,500.00 (1% Project).

SUGGESTED ACTION:

I move to Approve Amendment #1 for Construction Management Services for the Overdale Drive and Oregon Avenue Mill and Overlay Project to WWC Engineering, in the Amount of $59,500.00 (1% Project).

PROJECT NUMBER:

26EN07

CASE BACKGROUND:

The original design services agreement with WWC Engineering was approved in August 2025, for $48,700.00. The attached amendment #1 in the amount of $59,500 is for Construction Management (CM) services with the mill and overlay project. The CM services will include submittal and material reviews, full-time daily inspections, administering daily reports and weekly meetings, reconciling and tracking quantities, preparing monthly pay estimates, and ensuring the project is completed in accordance with the plans and city specifications.

The anticipated schedule is to begin construction in spring 2026 and be completed by fall 2026. This amendment is fully funded with the Optional 1% Sales Tax Fund with an allocation of $65,000.00 from the FY 2026 budget.

ACTUAL COST VS BUDGET:

$59,500.00; Allocated budget $65,000.00

STAFF REFERENCE:

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

ATTACHMENTS:
Contract Amendment No. 1
Project Area Map

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated September 25, 2025.

Amendment to Agreement No. 1

1. Background Data:

   a. Effective Date of Agreement: September 25, 2025

   b. Owner: City of Gillette

   c. Engineer: WWC Engineering

   d. Specific Project: Overdale Dr and Oregon Ave Mill & Overlay Project (26EN07)

2. Description of Modifications

[Include the following paragraphs that are applicable and delete those not applicable to this amendment. Refer to paragraph numbers used in the Agreement or a previous amendment for clarity with respect to the modifications to be made. Use paragraph numbers in this document for ease of reference herein and in future correspondence or amendments.]

a. Engineer shall perform the following Additional Services:

   i. Meetings
      1. Attend one (1) pre-construction meeting and prepare meeting minutes.
      2. Attend up to eleven (11) weekly construction progress meetings and prepare corresponding meeting minutes.

   ii. Construction Management
      1. Review Contractor submittals for conformance with the contract documents.
      2. Preparation of daily logs and quantity measurements.
         a. Provide Resident Project Representative (RPR) services for up to 3 hours per day, not to exceed 55 working days.
      3. Prepare and submit up to four (4) pay applications.
      4. Prepare two (2) field orders and two (2) change orders as needed.
      5. Coordinating three (3) lane closure shutdown requests.
      6. Serve as liaison between Owner, Contractor, and residents.
      7. Prepare and submit up to eleven (11) weekly project updates with photographs, based on information gathered during weekly construction meetings.
      8. Conduct final inspection and prepare the punch list, closeout recommendations, and acceptance documentation.
      9. Prepare and submit record (as-built) drawings upon completion of construction.

b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Agreement and previous amendments, if any, is modified as listed above.

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c. The responsibilities of Owner with respect to the Agreement are modified as follows:

i. The responsibilities of the Owner are not changed by this amendment.

d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:

i. $59,500

e. The schedule for rendering services under this Agreement is modified as follows:

i. September 25, 2025 to December 31, 2026.

f. Other portions of the Agreement (including previous amendments, if any) are modified as follows:

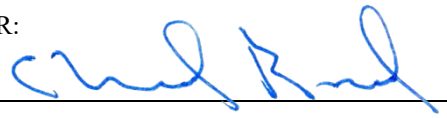
i. This amendment adds services under Construction Phase Services only; no changes to Basic Services Tasks 1-4.

3. Agreement Summary (Reference only)

a. Original Agreement amount:	$ 48,700.00
b. Net change for prior amendments:	$
c. This amendment amount:	$ 59,500.00
d. Adjusted Agreement amount:	$ 108,200.00

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is March 9, 2026.

OWNER:		ENGINEER:	
By:		By:	
Title:		Title:	Principal/Branch Manager
Date Signed:		Date Signed:	February 27, 2026

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26EN07-Overdale and Oregon M&O Project-Reference Map

Legend

Streets to be milled and overlayed with this project.

BASE BID OREGON AVENUE

ALTERNATE 1 GEORGIA CIRCLE

BASE BID OVERDALE DRIVE

BASE BID OREGON AVENUE

BASE BID OREGON AVENUE

BASE BID OVERDALE DRIVE

Palm Ave
Oak Ave
Pine Ave
Bowden St
Oregon Ave
Westhills Ln
Westover Rd
Georgia Cir
Beacon Ct
Clarion Ct
Lake St
Trails Ct
Trail St
Links Ln
Fairway Dr
Clarion Dr
Pioneer Ave
Overdale Dr
W Boxelder Rd
Tee Ct
Jonquil Ln

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

City of Gillette, Campbell County, State o

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 equals 333 feet
1 inch equals 0.06 miles

January 16, 2026

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

An Ordinance to Amend Chapter 13, Sections 13-2(f), (i), (p), 13-3(b), (b)(7), (9), 13-4(b)(1), (4), (5), (c), and 13-5(a) of the Gillette City Code.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend Chapter 13, Sections 13-2(f), (p), 13-3(b), (b)(7), (b)(9), 13-4(b)(1), (4), (5), (c), and 13-5(a) of the Gillette City Code.

CASE BACKGROUND:

This proposed amendment follows a September 2025 presentation on the City of Gillette's nuisance code (Chapter 13). Included in this packet is both the proposed amendment as well as a redline version of the entire Chapter 13 portion of the Gillette City Code.

Here is a summary of the proposed changes:

- Amending the definition of "inoperable vehicle" to account for flat tires.
- Reducing the allowable height of tall grass and weeds from 12 inches to 10 inches.
- Revising 13-3(b)(7) to reduce the time an inoperable/unlicensed vehicle may remain on private property.
- Including vehicles that have broken windshields or windows within 13-3(b)(7).
- Instituting a tiered calendar-year compliance timeline for repeated violations of particular sections: 1st violation is 14 days, 2nd violation is 7 days, 3rd and subsequent violations results in immediate citation in municipal court.
- Instituting a tiered calendar-year fine schedule: 1st conviction is a fine of up to $250.00, 2nd conviction results in a fine between $250.00 and $500.00, 3rd and subsequent convictions results in a fine of $750.00.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:

Ordinance Amending Ch. 13 2026
GCC Chp 13 2026 Redline

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 13, SECTIONS 13-2 (F), (I), (P), 13-3(B), (B)(7), (9), 13-4(B)(1), (4), (5), (C), AND 13-5(A) OF THE GILLETTE CITY CODE

RECITAL: The City wishes to amend certain provisions of Chapter 13 of the Gillette City Code in order to address certain specific nuisances as well as adjust nuisance compliance schedules and enforcement penalties.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 13, Section 13-2(f) of the Gillette City Code is amended to add the language in red:

§ 13-2(f) Inoperable Vehicle: A vehicle that is partially suspended above the ground by jacks, blocks or any other devices. A vehicle which has any of the four tires or wheels removed or any discarded, ruined, wrecked or dismantled vehicle including any part(s). A vehicle that has more than one (1) flat or less than fully inflated tire. Any motor vehicle incapable of immediate operation under its own power safely and in concurrence with governing and applicable traffic ordinances and statutes, or any motor vehicle not having current license plates lawfully affixed thereto. Inoperable vehicles are a nuisance.

SECTION TWO. Chapter 13, Section 13-2(i) of the Gillette City Code is amended to delete the following struck through language:

§ 13-2(i) Nuisance: The creation and/or maintenance by any person of any condition or use of real or personal property in such a manner as to offend the senses, or to unreasonably interfere with the use or enjoyment of the property of another, or which is detrimental to the property of another, or which causes the substantial diminution in or degrades the value of another's property by permitting any condition to exist which results in substantial annoyance, inconvenience or injury to the public~~, in whole or part~~ as more fully described in Section 13-3 Specific Nuisances.

SECTION THREE. Chapter 13, Section 13-2(p) of the Gillette City Code is amended to reflect the following change:

§ 13-2(p) Weeds and Tall Grasses: All weeds, including but not limited to Foxtail weeds, tall grasses and rank, troublesome and harmful vegetation growing on any premises outside of the traveled portion of any street or alley within the City that exceeds a height of ~~twelve~~ ten (10~~2~~) inches are considered a nuisance. Weeds shall include, but not be limited to, such plants as may be so designated by the Campbell County Weed & Pest Board. All landscaping on any lot or premises must be maintained in a neat and orderly condition consistent with community standards. Weeds and tall grass are a nuisance.

.

SECTION FOUR. Chapter 13, Section 13-3(b)(7) and (9) of the Gillette City Code is amended as follows:

13-3 Specific Nuisances

b. ~~Nuisances include, but are not limited to, the following specific examples~~ The following are nuisances:

7. It is unlawful for any Responsible Party to allow any partially dismantled, unlicensed/inoperable, wrecked, junked or discarded motor vehicle(s), or other similar material or objects to remain on the property longer than ~~fourteen~~ seven (7~~14~~) days except in an enclosed building or an appropriately zoned storage lot. It is unlawful for any Responsible Party to allow a motor vehicle with a broken windshield or windows to remain on the property longer than seven (7) days.

9. Grass and weeds over ~~twelve~~ ten (10~~2~~) inches in height are a nuisance under this section and must be removed.

SECTION FIVE. Chapter 13, Section 13-4(b)(1), (4), (5) and (c) of the Gillette City Code is amended as follows:

13-3 Enforcement

b. Violations:

1. In ~~addition to other penalties or remedies~~ accordance with this provision, the Code Enforcer is authorized to serve notice of violation upon the Responsible Party to remove all items deemed a nuisance from the property or otherwise abate such nuisance. The compliance schedule stated in this provision resets at the beginning of each calendar year. With respect to the first violation of a particular subsection of this Chapter, ~~T~~ the Responsible Party shall have fourteen (14) days after notice to abate the nuisance., With respect to the second violation of a particular subsection of this Chapter, regardless of whether previous violations resulted in a conviction in Municipal Court or any abatement action, the Responsible Party shall have seven (7) days after notice to abate the nuisance. With respect to the third or subsequent violation of a particular subsection of this Chapter, regardless of whether previous violations resulted in a conviction in Municipal Court or any abatement action, the Responsible Party shall immediately abate the nuisance and be cited into Municipal Court. ~~or three (3) days~~ Notwithstanding the foregoing, if, in the discretion of the Code Enforcer, the nuisance constitutes a danger to public health, safety and welfare, then the Responsible Party shall immediately abate the nuisance.

4. In the event a Responsible Party fails to abate a nuisance as required by this section, ~~T~~ the Code Enforcer shall have the authority to post a notice and abate the nuisance ~~fourteen (14) days after the Responsible Party is served with notice of a violation~~. Any authorized employee of the City or contractor hired by the City shall be authorized to enter the property to abate the nuisance. The City shall charge the actual cost of abatement to the Responsible Party. Any costs incurred in the abatement that remains unpaid forty-five (45) days from the date of the billing shall include

attorney's fees and costs incurred in collection. Only the Code Enforcer may remove the posted notice from the property.

5. ~~In addition to the above remedies,~~ If a Responsible Party ~~in violation~~ fails to comply with the requirements of this section, such Responsible Party may be cited into the Municipal Court.

c. Penalties

1. Any Responsible Party convicted of violating ~~this~~ the requirements of this ~~ordinance~~ Chapter is guilty of a misdemeanor punishable by a fine. The fine schedule stated in this provision resets at the beginning of each calendar year. With respect to a first conviction under a particular subsection of this Chapter, a Responsible Party shall be punished by a fine of up to two hundred fifty dollars ($250.00. With respect to a second conviction under a particular subsection of this Chapter, a Responsible Party shall be punished by a fine in an amount between two hundred and fifty dollars ($250.00) and five hundred dollars ($500.00). With respect to a third conviction under a particular subsection of this Chapter, a Responsible Party shall be punished by a fine of seven hundred and fifty dollars ($750.00) ~~of no more than seven hundred fifty dollars ($750.00), plus court costs. See Section 16-1 of the Gillette City Code.~~ Each day of non-compliance with the provisions of this ordinance shall constitute a separate offense.

SECTION SEVEN. Chapter 13, Section 13-5(a) amended as follows:

13-5 Procedure for Weed Abatement

a. Weeds and tall grass pose an immediate danger to public health, safety, and welfare. Immediate abatement is necessary to prevent uncontrolled spread of weeds and tall grass because it has the ability to seed quickly and provide a harborage for rodents and insects and are a fire risk. ~~Fourteen (14) days after notice of a violation~~ Upon a Responsible Party's failure to comply with section 13-4 above, the Code Enforcer shall have the authority to post a notice on the property and abate the nuisance. Any authorized employee of the City or contractor hired by the City is authorized to enter the property to abate the nuisance. Only the Code Enforcer may remove the posted notice from the property.

First Reading: April __, 2026.

Second Reading: May __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of May 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____

Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

CHAPTER THIRTEEN

NUISANCES GENERALLY

Revised ~~December 2018~~May 2026

13-1 Nuisance Compliance Program

13-2 Definitions

13-3 Specific Nuisances

13-4 Enforcement

13-5 Procedure for Weed Abatement

13-6 Interference with the Code Enforcer

13-1 Nuisance Compliance Program

a. Objective - The Nuisance Compliance Program is intended to promote, protect and improve the health, safety and welfare of all citizens. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

b. Scope - Every Owner, Occupant, Person, Responsible Person, or Contractor, ("Responsible Party") is responsible for maintaining all premises under their control or responsibility, including any adjacent publicly owned right-of-way, in a clean, sanitary and orderly condition at all times. No nuisance, as defined below, shall be permitted at any time. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

13-2 Definitions

a. Abate: Repair, replace, remove, destroy or otherwise remedy a condition to an extent determined necessary, by the City, to protect, restore or maintain public health, safety and welfare. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

b. Antique Vehicle: Any motor vehicle at least twenty-five (25) years old and owned solely as a collector's item and licensed pursuant to Wyoming Statutes, Section 31-3-102. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

c. Code Enforcer: Anyone with authority to enforce this chapter, including but not limited to: The Code Compliance Inspector, city police officer(s), and the City Administrator or his/her authorized designee.

d. Debris: Debris includes, but is not limited to: motor vehicle parts, tires of any kind or size, silt from automobile wash racks, dead animals, batteries, abandoned machinery, discharged machinery parts, any sort of household appliance, bath tubs, furniture, wood pilings, pallets, dirt pilings, paper pilings, rubber and plastic products, metal products, broken glass, barrels, any article resulting from the wrecking, construction or remodeling of any building, fence, sidewalk or structure of any kind or character. Debris is a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)
Exception: Appropriately stacked or stored firewood, at the sole discretion of the Code Enforcer. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

e. Garbage: Waste resulting from the handling, preparation, cooking or consumption of foods; offal or animal matter, wastes from the handling, storage and sale of produce; or anything that may decompose, become foul, offensive, unsanitary or dangerous to health. Garbage is a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

f. Inoperable Vehicle: A vehicle that is partially suspended above the ground by jacks, blocks or any other devices. A vehicle which has any of the four tires or wheels removed or any discarded, ruined, wrecked or dismantled vehicle including any part(s). A vehicle that has more than one (1) flat or less than fully inflated tire. Any motor vehicle incapable of immediate operation under its own power safely and in concurrence with governing and applicable traffic ordinances and statutes, or any motor vehicle not having current license plates lawfully affixed thereto. Inoperable vehicles are a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

g. Litter: To throw, deposit or allow garbage, rubbish and debris as defined herein, and all other waste material to remain on land that offends the senses, or creates a danger to public health, safety and welfare. Litter is deemed a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

h. Motor Vehicle: Any vehicle that is self-propelled by any sort of motor except vehicles moved solely by human power. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

i. Nuisance: The creation and/or maintenance by any person of any condition or use of real or personal property in such a manner as to offend the senses, or to unreasonably interfere with the use or enjoyment of the property of another, or which is detrimental to the property of another, or which causes the substantial diminution in or degrades the value of another's property by permitting any condition to exist which results in substantial annoyance, inconvenience or injury to the public~~, in whole or part~~_ as more fully described in Section 13-3 Specific Nuisances. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

j. Open Pit(s): Any open or uncovered cellar, cellar door, pit, hole, pool or container, etc. where water is allowed to accumulate and become a breeding ground or harborage for mosquitoes or other insects is declared to be a nuisance. It shall be unlawful for the owner or occupant of said property to permit the nuisance to continue for longer than

seventy-two (72) hours. An open pit is a danger to public health, safety and welfare and is a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

k. Person: Any individual(s), firm, association, partnership, corporation or any entity, public or private. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

l. Premises: Any lot, building, parcel of land or portion of land, public or private. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

m. Property: Any real property within the City limits that is not a street or highway. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

n. Responsible Party : Any person occupying or in charge or control of any property or premises, including but not limited to: owner, occupant, agent, lessee, or contractor. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

o. Rubbish: All discarded materials including, but in no way confined or limited to paper, wood, glass, metal and cloth products, weeds, yard trimmings, tree branches, bedding, crockery, building materials, leaves, ashes and solid wastes resulting from industrial and manufacturing process. Rubbish is a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

p. Weeds and Tall Grasses: All weeds, including but not limited to Foxtail weeds, tall grasses and rank, troublesome and harmful vegetation growing on any premises outside of the traveled portion of any street or alley within the City that exceeds a height of ~~twelve~~ ten (10~~2~~) inches are considered a nuisance. Weeds shall include, but not be limited to, such plants as may be so designated by the Campbell County Weed & Pest Board. All landscaping on any lot or premises must be maintained in a neat and orderly condition consistent with community standards. Weeds and tall grass are a nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

13-3 Specific Nuisances

a. No nuisance may be maintained as a non-conforming use or allowed to continue as a "grandfathered" activity. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018).

b. ~~Nuisances include, but are not limited to, the following specific examples~~The following are nuisances:

1. It is unlawful for any Responsible Party to place, store, discard, throw or deposit any open pit, item or article on any property or premises within the City that will catch and maintain water from any source which creates a breeding ground or harborage for mosquitoes and/or other insects. Items such as tires, buckets, bottles, or pans may not be stored outside of an enclosed building or approved structure for longer than seventy-two (72) hours and must be stored in a manner to prevent the collection and stagnation of water. The above actions are a danger to public health, safety and welfare. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

2. It is unlawful for any Responsible Party to store, place, discard or deposit any appliances, including but not limited to: stoves, dishwashers, refrigerators, clothes dryers, washing machines, or any airtight container(s) outside for longer than twenty-four (24) hours. Improperly stored appliances are a danger to public health, safety and welfare. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

3. It is unlawful for any Responsible Party to cause or permit the pooling, ponding or depositing of sewage or human excrement anywhere in the City, except through a City approved waste system. Depositing of sewage or human excrement is a danger to public health, safety and welfare. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

4. It is unlawful for any Responsible Party to permit the accumulation of any debris on any construction or demolition site at any time before, during or after the construction or demolition of a project. The Responsible Party shall maintain on the site a proper container to control construction debris generated on the site. Construction/demolition material must be stored in a manner to prevent it from becoming wind-blown. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

5. It is unlawful for any Responsible Party to allow or maintain piles of dirt, debris, wood, firewood, construction or demolition materials on the property in a condition that attracts rodents, skunks or other vermin. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

6. It is unlawful for any Responsible Party to allow on the property any condition that interferes with, obstructs, or renders dangerous for passage any public street, sidewalk, ditch or drainage, without a lawful permit. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

7. It is unlawful for any Responsible Party to allow any partially dismantled, unlicensed/inoperable, wrecked, junked or discarded motor vehicle(s), or other similar material or objects to remain on the property longer than ~~fourteen~~ seven (7~~14~~) days except in an enclosed building or an appropriately zoned storage lot. It is unlawful for any Responsible Party to allow a motor vehicle with a broken windshield or windows to remain on the property longer than seven (7) days. (Ord. 409, 7-5-55; Ord. 592, 9-23-69) (Ord. 1724, 6/19/89; Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

   A. A person may store or maintain one partially dismantled or unlicensed/inoperable vehicle with a commercially manufactured fitted car cover in good condition. Tarps do not constitute commercially manufactured fitted car covers.

   B. If the fitted cover begins to deteriorate or is removed, the cover must be replaced within five (5) days or the vehicle must be licensed/removed.

8. It is unlawful for any Responsible Party to cause, allow or permit the accumulation of debris, garbage, litter or rubbish on their property.

9. Grass and weeds over ~~twelve~~ ten (10~~2~~) inches in height are a nuisance under this section and must be removed. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

13-4 Enforcement

a. The Code Enforcer shall have the authority to enforce this chapter. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

b. Violations:

1. In ~~addition to other penalties or remedies~~accordance with this provision, the Code Enforcer is authorized to serve notice of violation upon the Responsible Party to remove all items deemed a nuisance from the property or otherwise abate such nuisance. The compliance schedule stated in this provision resets at the beginning of each calendar year. With respect to the first violation of a particular subsection of this Chapter, ~~T~~the Responsible Party shall have fourteen (14) days after notice to abate the nuisance.~~,~~ With respect to the second violation of a particular subsection of this Chapter, regardless of whether previous violations resulted in a conviction in Municipal Court or any abatement action, the Responsible Party shall have seven (7) days after notice to abate the nuisance. With respect to the third or subsequent violation of a particular subsection of this Chapter, regardless of whether previous violations resulted in a conviction in Municipal Court or any abatement action, the Responsible Party shall immediately abate the nuisance and be cited into Municipal Court. ~~or three (3) days~~Notwithstanding the foregoing, if, in the discretion of the Code Enforcer, the nuisance constitutes a danger to public health, safety and welfare, then the Responsible Party shall immediately abate the nuisance. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

2. The Responsible Party shall remove the nuisance in compliance with the provisions of this Chapter within the allotted time given in the notice. It is unlawful for the Responsible Party, after receiving notice of violation, to remove a nuisance to another private or public property where storage is not permitted. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

3. The deadline to remove the nuisance may be extended by the Code Enforcer if the Code Enforcer, in his or her sole discretion, deems the extension necessary to remove the nuisance. An extension under this section does not relieve the Responsible Party's obligation to remove the nuisance. Failure to remove the nuisance after an extension under this section will subject the person to abatement procedures and/or citation. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

4. In the event a Responsible Party fails to abate a nuisance as required by this section, ~~T~~the Code Enforcer shall have the authority to post a notice and abate the nuisance ~~fourteen (14) days after the Responsible Party is served with notice of a violation~~. Any authorized employee of the City or contractor hired by the City

shall be authorized to enter the property to abate the nuisance. The City shall charge the actual cost of abatement to the Responsible Party. Any costs incurred in the abatement that remains unpaid forty-five (45) days from the date of the billing shall include attorney's fees and costs incurred in collection. Only the Code Enforcer may remove the posted notice from the property. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

5. ~~In addition to the above remedies,~~If a Responsible Party ~~in violation~~fails to comply with the requirements of this section, such Responsible Party may be cited into the Municipal Court. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

c. Penalties

1. Any Responsible Party convicted of violating ~~this~~ the requirements of this ~~ordinance~~ Chapter is guilty of a misdemeanor punishable by a fine. The fine schedule stated in this provision resets at the beginning of each calendar year. With respect to a first conviction under a particular subsection of this Chapter, a Responsible Party shall be punished by a fine of up to two hundred fifty dollars ($250.00. With respect to a second conviction under a particular subsection of this Chapter, a Responsible Party shall be punished by a fine in an amount between two hundred and fifty dollars ($250.00) and five hundred dollars ($500.00). With respect to a third conviction under a particular subsection of this Chapter, a Responsible Party shall be punished by a fine of seven hundred and fifty dollars ($750.00)~~of no more than seven hundred fifty dollars ($750.00), plus court costs~~. ~~*See* Section 16-1 of the Gillette City Code.~~ Each day of non-compliance with the provisions of this ordinance shall constitute a separate offense. (Ord. 1338, 5-3-82; Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

d. Appeals

1. All appeals shall be made in accordance with applicable provisions of the Wyoming State Statutes regarding appeals from the Municipal Court. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

13-5 Procedure for Weed Abatement

a. Weeds and tall grass pose an immediate danger to public health, safety, and welfare. Immediate abatement is necessary to prevent uncontrolled spread of weeds and tall grass because it has the ability to seed quickly and provide a harborage for rodents and insects and are a fire risk. ~~Fourteen (14) days after notice of a violation~~Upon a Responsible Party's failure to comply with section 13-4 above, the Code Enforcer shall have the authority to post a notice on the property and abate the nuisance. Any authorized employee of the City or contractor hired by the City is authorized to enter the property to abate the nuisance. Only the Code Enforcer may remove the posted notice from the property.

b. The City shall charge the actual cost of abatement to the Responsible Party, plus an administrative fee equal to fifty percent (50%) of the total cost of each abatement. Any costs incurred in the abatement that remain unpaid forty-five (45) days from the date of the billing shall include attorney's fees and costs incurred in collection.

c. The City may, at its discretion, apply to the proper court for a lien against the property for abatement costs that exceed two thousand dollars ($2,000.00) and remain unpaid forty-five (45) days from the date of the billing.

d. The Responsible Party is prohibited from obtaining any permits from the City until the cost of the abatement is paid in full. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

e. In addition, a Responsible Party that has violated this section may be cited into the Municipal Court. (Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

13-6 Interference with the Code Enforcer

a. Any person interfering with the Code Enforcer in the performance of his/her duties shall be guilty of a misdemeanor. See Section 16-1 of the Gillette City Code. (C.O. 1948 324.; Ord. 3337, 8-16-2004; Ord. 3951, 12-19-2018)

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance to Amend Chapter 5, Sections 5-III-1(D)(6), 6, 7, 18, 23, 27, 32, 36, 41 and 5-IV-1, 2, and 3 of the Gillette City Code in Order to Relocate Certain Fees into Resolution.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend Chapter 5, Sections 5-III-1(D)(6), 6, 7, 18, 23, 27, 32, 36, 41 and 5-IV-1, 2, and 3 of the Gillette City Code in Order to Relocate Certain Fees into Resolution.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 6/1

This ordinance removes the fees listed in Chapter 5 of the Gillette City Code and places them into a separate resolution.

A draft resolution is included for reference; however, such resolution will not be voted on unless and until this ordinance passes a third reading.

If passed, this ordinance will not take effect until July 1, 2026.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Ordinance Amending Chp. 5 Removing Fees (SAB Final)
Chapter 5 fees resolution (SAB edit)
Current Building Valuation Data

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 5, SECTIONS 5-III-1(D)(6), 6, 7, 18, 23, 27, 32, 36, 41 AND 5-IV-1, 2, AND 3 OF THE GILLETTE CITY CODE IN ORDER TO RELOCATE CERTAIN FEES INTO RESOLUTION

RECITAL: The City wishes to more efficiently amend its fees and costs associated with Chapter 5 of the Gillette City Code. To do so, it is necessary to remove such fee schedules from Chapter 5 of the Gillette City Code and move such fees to separate Resolutions.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 5, Sections 5-III-1(d)(6), 6, 7, 18, 23, 27, 32, 36, and 41, of the Gillette City Code are amended to remove the following struck-through language and add the language in red:

§ 5-III-1. License required; contractor defined; exceptions.
(d) Reciprocity regarding licenses from other Wyoming local governments.

(6) Fees. Any fee associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~(6) Fees. The Board will not charge a fee for a grant of Reciprocity. If an individual or entity seeks to perform work that is either (i) not covered under the license issued by the Issuing Jurisdiction or (ii) perform work that is not at an equivalent level of competency required by the Bord, then the Board may charge a fee under the relevant "New" category stated in Section 5-III-7.~~

§ 5-III-6. License Fees.

The annual fee associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~(a) Annual fees required: The annual license fees applicable to those herein enumerated shall be as determined by the Director and the Board with final approval by the City Council.~~
~~(b) Prorating of fees. License fees shall not be prorated for any portion of the year. (c) License fee refund. License fees are not refundable. (Ord. 911, §2, 12-19-77; Ord. 2050, 6-3-96; Ord. 3312, 4-19-2004; Ord. 3415, 4-17-2006)~~

§ 5-III-7. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following annual fees are payable upon issuance of the type of license indicated:~~

Type of license	New	Renewal
Class A: General Contractor	$500.00	$500.00
Class B: Building Contractor	$300.00	$300.00
Class R: Residential Contractor	$150.00	$150.00
Class C: Specialty Contractor	$75.00	$75.00

Type of license	New	Renewal
Class D Electrical	$ 150.00	$ 50.00
Class D Plumbing	$ 150.00	$ 50.00
Class D HVAC, Mechanical	$ 150.00	$ 50.00
Class D Gas Pipefitters	$ 150.00	$ 50.00
Class F: Fire Suppression Contractor	$75.00	$75.00

~~(Ord. 2050, 6-3-96; Ord. 3312, 4-19-2004; Ord. 3415, 4-17-2006; Ord. 3568, 7-21- 2008; Ord. 3621, 5-4-2009; Ord. 3875, 11-2-2015)~~

§ 5-III-18. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following fees are payable upon issuance of the type of license indicated:~~

Type of License	New	Renewal
Electrical Contractor	$150.00	$50.00
Master Electrician	$50.00	$ 5.00
Journeyman Electrician	$25.00	$ 5.00

~~(Ord. 2050, 6-3-96; Ord. 3312, 4-19-2004; Ord. 3415, 4-17-2006; Ord. 3621, 5-4-2009)~~

§ 5-III-23. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following fees are payable upon issuance of the type of license indicated.~~

Type of License	New	Renewal
Plumbing Contractor	$150	$50
Master Plumber	$50	$50
Journeyman Plumber	$25	$25
Apprentice Plumber	$5	$5

~~(Ord. 2050, 6-3-96; Ord. 3312, 4-19-2004; Ord. 3415, 4-17-2006; Ord. 3621, 5-4-2009)~~

§ 5-III-27. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following annual fees are payable upon issuance of the type of license indicated:~~

~~Type of License~~	New	~~Renewal~~
Residential Fire Suppression System	$50	$50

~~(Ord. 3875, 11-2-2015)~~

§ 5-III-32. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following annual fees are payable upon issuance of the type of license indicated:~~

Type of License	New	Renewal
HVAC Mechanical Contractor	$ 150	$ 50
Master HVAC License	$ 50	$ 50
Journeyman HVAC License	$ 25	$ 25
Apprentice HVAC License.	$ 5	$ 5

~~(Ord. 2050, 6-3-96; Ord. 3312, 4-19-2004; Ord. 3415, 4-17-2006; Ord. 3621, 5-4-2009; Ord. 3784, 3-4-2013; Ord. 3875, 11-2-2015)~~

§ 5-III-36. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development

Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following annual fees are payable upon issuance of the type of license indicated:~~

Type of License	New	Renewal
Master Refrigeration Technicians	$50	$50
Journeyman Refrigeration Technicians	$25	$25
Apprentice Refrigeration Technicians	$5	$5

~~(Ord. 3621, 5-4-2009)~~

§ 5-III-41. Licenses, Fee Schedule.

The annual fee, due and payable upon the issuance or renewal of the relevant license, associated with this Section is set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following annual fees are payable upon issuance of the type of license indicated:~~

Type of License	New	Renewal
Gas Pipefitter Contractor	$150.00	$50.00
Master Gas Pipefitter	$50	$50
Journeyman Gas Pipefitter	$25	$25
Apprentice Gas Pipefitter	$5	$5

~~(Ord. 2050, 6-3-96; Ord. 3312, 4-19-2004; Ord. 3415, 4-17-2006; Ord. 3621, 5-4-2009; Ord. 3875, 11-2-2015)~~

SECTION TWO. Chapter 5, Sections 5-IV-1, 2, and 3 of the Gillette City Code are amended to remove the following struck-through language and add the language in red:

§ 5-IV-1. Plan Review Fees, Permit Fees and Reinspection Fees.

All fees associated with this Section are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of

Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~(a) Plan Review Fees:~~

1.	Plans are required for one and two-family dwellings	No charge for plan reviews
2.	First Commercial Plan Review including Commercial Master Plans and additional plan review required by changes, additions, or revisions to approved plans	1st review $100 2nd review $200 3rd review $1,125 4th and any additional reviews are $1,500 each. (Ord. 3720, 5-2-2011)

~~(Ord. 3874, 11-2-2015)~~

~~(b) The fee for each building permit including additions shall be as set forth in the following schedule:~~

Building Square Feet	Fee
0-500	$30
500-1,000	$60
1,000 - 2,000	$100
2,000-5,000	$150
Over 5,000	$150+ $.04 per square foot

Type	Permit Fee
Signs (includes LED, not video)	$30
Miscellaneous Residential includes remodels, damage, repair or residing.	$20

Miscellaneous Commercial includes remodels up to 500sq. ft., for larger projects permits are based on the above chart	$30

*Storage Building/Garage	Fee is calculated according to the Building Square Feet table, above.
*Deck	$20
Fences over 6'	$10.00
*Retaining Walls (over 4 ft. high, require engineered drawings)	$20.00
Fire Sprinkler Systems Campbell County Fire Department performs the plan check and inspections.	$30
GRADING PLAN REVIEW FEE, and GRADING PERMIT FEE	$60
Building Demolition permits	$60
Cell and other Towers	$100
Antenna Co-Locates	$100
Temporary Job Trailers	$30

Re-Roof Shingles and Shakes (Over 100 sq. ft. requires permit)

Type	square foot fee	Permit Fee
Residential		$10.00
Commercial	$.0050 per sq. ft	

(b) FOUNDATION PERMIT FEE

Foundation only	$40
Foundation only – Plumbing	$40
Foundation Only Electrical	$40
Foundation Only – Mechanical	$40

A Building Permit must be obtained to finish a basement; however, a building permit fee will be waived. Because the building square footage is charged in original plans and plumbing, and FIVE-63 (Revised 12-2024) mechanical work is usually roughed-in in unfinished basements, permits are required to finish the plumbing and mechanical but there is no charge for those permits, unless there are special circumstances. For example, if the basement floor must be opened to install new plumbing drain lines or if a new hot water heater or a furnace is installed then a permit and fee will be required. A standard electrical permit is required with the standard fee for the addition of new electrical circuits as well as for electrical wiring and new outlets to finish a basement. Standard inspections from the Building Division will still be conducted and work must be in compliance

with the code enforced by the City of Gillette. (Ord. 1741 12-4-89;Ord. 1956 9-19-94;Ord. 2050, 6-3-96;Ord. 3415, 4-17-2006) (Ord. 3052, 8-17-98; Ord. 3415, 4-17-2006; Ord. 3690, 9-7-2010)

(c.) Reinspection Fees.

(Ord. 3618, 3-30-2009 effective 7-1-2009)

1.	Reinspection fees assessed under provisions of Section 108.8	$60.00

(d) Disaster Permits

Permits for repairs to a building or structure as the result of a natural disaster or accident as determined and approved by the Building Official shall be free of charge. (Ord. 3690, 9-7-2010).

§ 5-IV-2. Electrical Permit Fees.

All fees associated with this Section are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

(1) The fee for an electrical permit shall be computed in accordance with the following schedule. Fees are payable at the time of issuance of the electrical permit. The Minimum fee for the issuance of an electrical permit is $10.00.

(2) Electrical repair, Temporary Construction Electrical Service, MH and RV Hook-up, (not on a privately-owned lot). Services, change services, basement finish, additions, alterations, or repairs circuits or sub-feeder (including circuit feed for sub- feeders) on either primary or secondary services are computed separately

(a) 0 to 60-amp capacity - $10
(b) 61 - 100-amp capacity - $12
(c) 101-200-amp capacity - $13
(d) Each additional 100-amp capacity or fraction thereof - $4.00 (e) For each sub-panel - $5.00.

(3) Residential and Commercial Electrical Fees

(a) The maximum fee for single family residences on a privately-owned lot, as outlined by the International Residential Code, including, EMHs townhouses and patio houses is:
(1) 0 to 100-amp capacity - $40.00
(2) 101 to 200-amp capacity - $50.00

(b) The maximum fee for commercial building is:
(1) For commercial building including apartment buildings single phase service:
a. 0 to 100-amp capacity - $40.00
b. 101 to 200-amp capacity - $50.00

~~c. For each additional 100 amp or fraction thereof - $10.00.~~
~~d. $5 for each sub-panel.~~

~~(c) The maximum fee for a new mobile home park is $10 for each space for the first 40 spaces and $5 per each additional space.~~

~~(4) In addition to the foregoing a charge is made for special installations as follows in addition to a base charge of $10:~~

~~(a) Each street lighting standard - $1~~
~~(b) Each traffic signal standard - $2~~
~~(c) Each lighted sign - $10.~~

~~(Ord. 1741, 12-4-89; Ord. 2050, 6-3-96; Ord. 3415, 4-17-2006)~~

~~(4) Demolition of Building – Disconnect power service line $10.~~
~~(Ord. 618, 3-30-2009 effective 7-1-2009)~~

§ 5-IV-3. Plumbing, Mechanical and Gas Pipefitting Permit Fees.

All fees associated with this Section are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~(a) Plumbing Permit Fees~~

Minimum permit fee	$10.00
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and backflow protection therefore)	$2.00
For each water heater	$10.00
For each industrial waste pre-treatment grease or sand-oil interceptor, including its trap and vent, excepting kitchen type grease, interceptors functioning as fixture traps	$10.00
For installation, alteration or repair of water line	$10.00
For each lawn sprinkler system and associated backflow protection devices	$5.00
For water softeners or treatment systems	$10.00
Plumbing repair (any type)	$10.00
Sewer Line Installation and/or repair	$10.00
Residential Plumbing (New single-family construction) - Interior	$30.00
Demolition of Building – Cap off plumbing at Street	$10.00

~~(Ord. 3874, 11-2-2015)~~

~~(b) Mechanical Permit Fees~~

~~Unit Fee Schedule~~

1.	Residential-New HVAC (Includes up to 2 heating units, A/C unit, vents, ducts, bath fans, dryer vents, & fire places) $15 per unit for each additional unit (Ord. 3690, 9-7-2010)	$30.00
2.	Residential-Replacement	Per unit
	A. Installation of a furnace, woodstove or heating unit	$15.00
	B. Installation of an Air Conditioning or cooling unit	$15.00
	C. Installation of a Boiler unit	$15.00
	D. Miscellaneous	$15.00
3.	Commercial New or Replacement	Per unit

	A. Installation of a furnace, wood stove or heating unit	$20.00
	B. Installation of an Air Conditioning window unit or cooling unit	$20.00
	C. Installation of a Boiler unit	$20.00
	D. Installation of a Grease hood or Exhaust Hood	$20.00
	E. New Construction or alteration of a Commercial Building HVAC (Heating unit, venting, ducts, air conditioning unit, grease hood, bathroom fan, dryer vent) $20 per unit for each additional unit.	$75.00 Flat fee
	F. Miscellaneous	$20.00

~~(b) Gas Pipefitting Permit Fees~~

	For each gas piping system of one (1) to four (4) outlets	$10.00
	For each gas piping system of five (5) or more per outlet	$15.00

~~(Ord. 1741, 12-4-89; Ord. 2050, 6-3-96; Ord. 3052, 8-17-98; Ord. 3415, 4-17-2006; Ord. 3618, 3-30-2009; Ord. 4004, eff. 1-3-2022)~~

SECTION THREE. The effective date of this Ordinance is July 1, 2026.

First Reading: March __, 2026.

Second Reading: April __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of April 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING UPDATED G.C.C. CHAPTER 5 BUILDING AND CONTRACTOR LICENSE FEES FOR THE CITY OF GILLETTE BUILDING DEPARTMENT (2026)

Recitals

WHEREAS, Chapter 5 of the Gillette City Code identifies certain Building permits and contractor license fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously handled fees associated with Chapter 5 of the Gillette City Code, also known as the Building Code, through ordinance but removed them from the Code through Ordinance No. _____, which established Building Code and Contractor License Fees would be adopted via resolution; and,

WHEREAS, the City of Gillette wishes to authorize and approve Fees associated with the Building Code under Chapter 5 of the Gillette City Code.

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

The following Building Code and Contractor License Fees described within Chapter 5 of the Gillette City Code are hereby adopted with an effective date of July 1, 2026.

1. Contractor License Fees

Contractor License Fees	
Class A: General Contractor	$500/year
Class B: Building Contractor	$300/year
Class R: Residential Contractor	$150/year
Class C: Specialty Contractor	$75/year
Class D Electrical	$150 - New / $50 Annual Renewal
Master Electrician	$50 - New/ $5 Annual Renewal
Journeyman Electrician	$25 - New/ $5 Annual Renewal
Apprentice Electrician	$5/year
Class D Plumbing	$150 - New / $50 Annual Renewal
Master Plumber	$50/year
Journeyman Plumber	$25/year
Apprentice Plumber	$5/year
Residential Fire Suppression System Installer - Master Plumber	$50/year
Residential Fire Suppression System Installer - Journeyman Plumber	$25/year

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Class D HVAC, Mechanical	$150 - New / $50 Annual Renewal
Master HVAC License	$50/year
Journeyman HVAC License	$25/year
Apprentice HVAC License	$5/year
Master Refrigeration Technician	$50/year
Journeyman Refrigeration Technician	$25/year
Apprentice Refrigeration Technician	$5/year
Class D Gas Pipefitters	$150 - New / $50 Annual Renewal
Master Gas Pipefitter	$50/year
Journeyman Gas Pipefitter	$25/year
Apprentice Gas Pipefitter	$5/year
Class F Fire Suppression Contractor	$75/year

2. Building Permit Fees

BUILDING PERMIT FEES	**July 1, 2026**	**July 1, 2027**	**July 1, 2028**
Residential-New, Additions and Alterations	Building square footage	Building square footage	Building square footage
	x City Building Valuation Data*	x City Building Valuation Data*	x City Building Valuation Data*
	x City Multiplier (.00201399)	x City Multiplier (.0026195)	x City Multiplier (.003025)
	= Permit Fee	= Permit Fee	= Permit Fee
Commercial-New, Additions and Alterations	Building square footage	Building square footage	Building square footage
	x City Building Valuation Data*	x City Building Valuation Data*	x City Building Valuation Data*
	x City Multiplier (.0000721)	x City Multiplier (.0009366)	x City Multiplier (.001081)
	= Permit Fee	= Permit Fee	= Permit Fee
Individual Trade Permits(Electrical, Mechanical, Plumbing, Structural)			$50-Residential, $100-Commercial
to include Demo, Manufactor Homes and foundation only permits			

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Multiple Trade Permits (Electrical, Mechanical, Plumbing, Structural)	
charged per trade	$50-Residential, $100-Commercial
to include Demo, Manufactor Homes and foundation only permits	
Plan Review Fees	
Commercial	35% of Permit fee
Residential	35% of Permit fee
Plan Revision fee after permit issued	25% of Permit fee
Re-Inspection Fees	$50-Residential, $100 Commercial

Additional Fees	
Commercial Storm Water Permits	$100
Residential Storm Water Permits	$50 per lot
Permit fees will be doubled if any of the following occur;	
Caught working without a permit	Double original permit fee
Caught working without Contractor's License	Double original permit fee
Caught working out of Contractor's License classification	Double original permit fee

**With respect to building valuation data, it is established by the International Code Council and periodically updated based on up-to-date costs of supplies. The current data is provided by the City of Gillette Building Department.*

PASSED, APPROVED, AND ADOPTED this _____ day of April, 2026.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

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*Current Building Valuation Data

City Building Valuation Data									
Group (2024 International Buiilding Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	340.83	328.70	319.00	306.43	286.33	278.03	295.95	266.82	256.61
A-1 Assembly, theaters, without stage	312.91	300.78	291.08	278.51	258.66	250.36	268.03	239.14	228.94
A-2 Assembly, nightclubs	272.09	264.11	255.82	246.06	230.47	224.21	237.62	209.58	201.63
A-2 Assembly, restaurants, bars, banquet halls	271.09	263.11	253.82	245.06	228.47	223.21	236.62	207.58	200.63
A-3 Assembly, churches	317.60	305.47	295.77	283.20	263.47	255.18	272.73	243.96	233.75
A-3 Assembly, general, community halls, libraries, museums	266.72	254.59	243.89	232.31	211.46	204.17	221.84	191.95	182.74
A-4 Assembly, arenas	311.91	299.78	289.08	277.51	256.66	249.36	267.03	237.14	227.94
B Business	301.40	290.70	280.27	268.41	245.13	236.39	258.10	219.07	209.02
E Educational	290.11	279.78	270.34	258.97	240.45	228.20	250.06	210.46	203.65
F-1 Factory and industrial, moderate hazard	165.82	157.82	147.89	142.31	126.72	120.56	135.68	105.08	97.84
F-2 Factory and industrial, low hazard	164.82	156.82	147.89	141.31	126.72	119.56	134.68	105.08	96.84
H-1 High Hazard, explosives	154.69	146.69	137.76	131.18	116.91	109.75	124.55	95.27	0.00
H234 High Hazard	154.69	146.69	137.76	131.18	116.91	109.75	124.55	95.27	87.03
H-5 HPM	301.40	290.70	280.27	268.41	245.13	236.39	258.10	219.07	209.02
I-1 Institutional, supervised environment	277.74	267.79	258.23	248.47	227.43	221.32	247.95	204.83	197.52
I-2 Institutional, hospitals	473.85	463.15	452.71	440.86	415.54	0.00	430.54	389.49	0.00
I-2 Institutional, nursing homes	326.90	316.19	305.76	293.90	272.12	0.00	283.59	246.07	0.00
I-3 Institutional, restrained	318.07	307.36	296.93	285.07	264.31	254.57	274.76	258.10	226.20
I-4 Institutional, day care facilities	277.74	267.79	258.23	248.47	227.43	221.32	247.95	204.83	197.52
M Mercantile	203.08	195.10	185.80	177.05	161.11	155.85	168.60	140.22	133.27
R-1 Residential, hotels	280.94	270.99	261.43	251.67	230.13	224.02	251.15	207.53	200.22
R-2 Residential, multiple family	234.59	224.64	215.08	205.32	185.03	178.92	204.80	162.43	155.12
R-3 Residential, one- and two-family	218.08	212.28	207.18	202.76	195.98	189.00	206.85	182.23	170.80
R-4 Residential, care/assisted living facilities	277.74	267.79	258.23	248.47	227.43	221.32	247.95	204.83	197.52
S-1 Storage, moderate hazard	153.69	145.69	135.76	130.18	114.91	108.75	123.55	93.27	86.03
S-2 Storage, low hazard	152.69	144.69	135.76	129.18	114.91	107.75	122.55	93.27	85.03
U Utility, miscellaneous	122.65	115.66	107.12	102.79	91.57	85.78	97.87	72.88	69.64

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance to Amend Chapter 7, Section 7-25 of the Gillette City Code in Order to Relocate Certain Fees Into Resolution.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend Chapter 7, Section 7-25 of the Gillette City Code in Order to Relocate Certain Fees Into Resolution.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 6/1

This ordinance removes the fees listed in Chapter 7 of the Gillette City Code and places them into a separate resolution.

A draft resolution is included for reference; however, such resolution will not be voted on unless and until this ordinance passes a third reading.

If passed, this ordinance will not take effect until July 1, 2026.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Ordinance Amending Ch. 7 to remove fees (SAB Final)
Chapter 7 fee resolution (SAD edit)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 7, SECTION 7-25 OF THE GILLETTE CITY CODE IN ORDER TO RELOCATE CERTAIN FEES INTO RESOLUTION

RECITAL: The City wishes to more efficiently amend its fees and costs associated with Chapter 7 of the Gillette City Code. To do so, it is necessary to remove such fee schedules from Chapter 7 of the Gillette City Code and move such fees to separate Resolutions.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 7, Section 7-25 of the Gillette City Code is amended to remove the following struck-through language and add the language in red:

§ 7-25. Stormwater Permit Fees

~~The fees shall be set forth as follows:~~

Stormwater Permit Fee Schedule			
Subdivisions			
	Area of Disturbance		**Permit Fee**
	<5 acres		$100
	5 acres or more		$0*
Commercial and Industrial Developments			
	<5 acres		$100
	5 acres or more		$0*
Permit Extension Fee for all above Permits			$250
**$200-$500 WYDEQ Large Construction General Permit fees apply*			
Single Family Dwelling Permits (as defined by IRC)			
Dwelling Units			$30/unit
Permit Extension Fee			$100

~~(Ord. 3891, 4-19-2016).~~

All fees associated with Storm Water Permit are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

SECTION TWO. The effective date of this Ordinance is July 1, 2026.

First Reading: March __, 2026.

Second Reading: April __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of April 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING UPDATED G.C.C. CHAPTER 7 ENGINEERING CODE FEES FOR THE CITY OF GILLETTE ENGINEERING DEPARTMENT (2026)

Recitals

WHEREAS, Chapter 7 of the Gillette City Code identifies certain Engineering permits and fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously handled fees associated with Chapter 7 of the Gillette City Code, also known as the Engineering Code, through ordinance but removed it from the Code through Ordinance No. _____, which established Engineering Code Fees would be adopted via resolution; and,

WHEREAS, the City of Gillette wishes to authorize and approve Fees associated with the Engineering Code under Chapter 7 of the Gillette City Code.

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

The following Engineering Code Fees described within Chapter 7 of the Gillette City Code are hereby adopted with an effective date of July 1, 2026.

1. Stormwater permit fee (also known as permit to grade) for subdivisions is one hundred dollars ($100).
    a. A request to extend the permit will require an additional two hundred and fifty dollars ($250.00).
2. Commercial and Industrial Development permit fee is one hundred dollars ($100.00).
    a. A request to extend the permit will require an additional two hundred and fifty dollars ($250.00).
3. Single Family Dwelling permit fee is thirty dollars ($30).
    a. A request to extend the permit will require an additional one hundred dollars ($100.00).
4. Floodplain Development Permits must be filed with the City Engineering Department, but costs zero dollars ($0).

PASSED, APPROVED, AND ADOPTED this _____ day of April, 2026.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

DRAFT

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance to Amend Section 7 of the Condominium Platting Regulations of the City of Gillette, Wyoming in Order to Relocate Fees into Resolution.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend Section 7 of the Condominium Platting Regulations of the City of Gillette, Wyoming in Order to Relocate Fees into Resolution.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 6/1

This ordinance modifies the Condominium Platting Regulations of the City of Gillette by removing the fees listed and placing them in a separate resolution.

Information regarding fees will be addressed in a presentation.

If the ordinance is approved, it will not become effective until July 1, 2026.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Condominium Ordinance fee mod (SAB Final)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTION 7 OF THE CONDOMINIUM PLATTING REGULATIONS OF THE CITY OF GILLETTE, WYOMING IN ORDER TO RELOCATE FEES INTO RESOLUTION

RECITAL: The City wishes to more efficiently amend its fees and costs associated with the Condominium Platting Regulations of the City of Gillette Wyoming. To do so, the City desires to remove such fee schedules from City Ordinance and move such fees to separate Resolution.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Section 7 of the Condominium Platting Regulations of the City of Gillette, Wyoming, Section 7 is amended to add the language in red and remove the struck-through language:

Section 7. Fees

All fees associated with the Condominium Platting Regulations of the City of Gillette, Wyoming are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~a. Condominium Plat Review. Condominium Plat submittals shall be accompanied by a minimum fee of one hundred dollars ($100.00), plus ten dollars ($10.00) per unit for each unit in excess of ten (10) units up to a maximum fee of one thousand dollars ($1,000.00). No additional fees will be charged for Minor Plats or Development Plans when filed concurrently with the Condominium Plat submittals. Fees are payable to the City of Gillette and are for the purpose of partially off-setting costs incurred by the City for necessary plat review.~~

~~b. Recording fee. As determined by the County Clerk. To be submitted to the Department after approval of the Condominium Plat and made payable to the Campbell County Clerk.~~

~~c. Appeals. There shall be no fees for an appeal from the Planning Commission or from the administrative staff of the City with respect to these regulations.~~

~~d. Variances. Each request for a variance shall be accompanied by a fee of twenty five dollars ($25.00), payable to the City of Gillette.~~

~~e. Correction Plat. Each correction plat submitted shall be accompanied by a fee of fifty dollars ($50.00), payable to the City of Gillette.~~

~~f. Utility Plant Investment Fees. As calculated by the City Engineer.~~

SECTION TWO. The effective date of this Ordinance is July 1, 2026.

First Reading: March __, 2026.

Second Reading: April __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of April 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance to Amend Chapter 18, Sections 18-6 and 18-8 of the Gillette City Code In Order to Relocate Certain Fees into Resolution.

SUGGESTED ACTION:

I move to approve the Ordinance to Amend Chapter 18, Sections 18-6 and 18-8 of the Gillette City Code In Order to Relocate Certain Fees into Resolution.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 6/1

This ordinance modifies G.C.C. Chapter 18 but removing the fees listed and placing them in a separate resolution.

A draft resolution is also included for reference; however, this resolution will not be up for a vote unless and until the ordinance passes third reading.

If the ordinance is approved, it will not become effective until July 1, 2026.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Ordinance amending Ch. 18 remove fees (SAB Final)
Chapter 18 Street and Sidewalks fee resolution (SAB Edit)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 18, SECTIONS 18-6 AND 18-8 OF THE GILLETTE CITY CODE IN ORDER TO RELOCATE CERTAIN FEES INTO RESOLUTION

RECITAL: The City wishes to more efficiently amend its fees and costs associated with Chapter 18 of the Gillette City Code. To do so, it is necessary to remove such fee schedules from Chapter 18 of the Gillette City Code and move such fees to separate Resolutions.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 18, Section 18-6 is amended to add the language in red and remove the following struck-through language:

§18-6. Permit Fee.

All fees associated with this Chapter are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The permit fee is twenty-five dollars ($25.00). This fee will cover the cost of inspections and administration by the City. (Ord. 3945, 4/03/18)~~

SECTION TWO. Chapter 18, Section 18-8 of the Gillette City Code is hereby deleted in its entirety.

SECTION THREE. The effective date of this Ordinance is July 1, 2026.

First Reading: March __, 2026.

Second Reading: April __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of April 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING UPDATED G.C.C. CHAPTER 18 STREETS AND SIDEEWALK PERMIT FEES AND CORRECTIVE ACTION FEES FOR THE CITY OF GILLETTE ENGINEERING DEPARTMENT (2026)

Recitals

WHEREAS, Chapter 18 of the Gillette City Code identifies Streets and Sidewalk Permit Fees and Corrective Action Fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously handled Streets and Sidewalk Permit Fees and Corrective Action Fees for the City of Gillette in Chapter 18, through ordinance but removed it from the Code through Ordinance No. _____, which established Street and Sidewalk Permit Fees and Corrective Action Fees would be adopted via resolution; and,

WHEREAS, the City of Gillette wishes to authorize and approve updated Street and Sidewalk Permit Fees and Corrective Action Fees.

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

The following Streets and Sidewalk Permit Fees and Corrective Action Fees described within Chapter 18 of the Gillette City Code are hereby adopted with an effective date of July 1, 2026.

1. Right-of-way (ROW) permit fee shall be seventy-five dollars ($75.00).
2. Corrective Actions:
    a. If a permittee fails to complete the required work within the allowed time, or if the work is not done in accordance with City specifications or the City Code, the City will cause the work to be done satisfactorily. The City shall then present a bill to the permittee for the amount expended, plus a service charge of an additional fifteen percent (15%).
    b. Upon receipt of a bill from the City for services performed, the permittee shall make full payment to the City within thirty (30) working days.
    c. The city shall not issue any further permits to the permittee until all bills for work performed are paid in full.
3. Permit to Construct must be filed with the City, but costs zero dollars ($0).

PASSED, APPROVED, AND ADOPTED this _____ day of April, 2026.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

DRAFT

_____
Alicia Allen, City Clerk

DRAFT

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance to Amend Article I Section 12 and Article V Section 7 of the Subdivision Regulations of the City of Gillette in Order to Relocate Fees Into Resolution.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend Article I Section 12 and Article V Section 7 of the Subdivision Regulations of the City of Gillette in Order to Relocate Fees Into Resolution.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 6/1

This ordinance modifies the Subdivision Regulations of the City of Gillette by removing the fees listed and placing them in a separate resolution.

A draft resolution is also included for reference; however, this resolution will not be up for a vote unless and until the ordinance passes third reading.

If the ordinance is approved, it will not become effective until July 1, 2026.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Subdivision Reg ordinance to remove fees (SAB Final)
Subdivision Reg Fee Resolution (SAB Edit)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND ARTICLE I SECTION 12 AND ARTICLE V SECTION 7 OF THE SUBDIVISION REGULATIONS OF THE CITY OF GILLETTE IN ORDER TO RELOCATE FEES INTO RESOLUTION

RECITAL: The City wishes to more efficiently amend its fees and costs associated with the Subdivision Regulations of the City of Gillette. To do so, the City desires to remove such fee schedules from City Ordinance and move such fees to separate Resolution.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Article I Section 12 of the Subdivision Regulations of the City of Gillette is amended to add the language in red and remove the struck-through language:

Article I: General Conditions

Section 12. FEES

All fees associated with the Subdivision Regulations of the City of Gillette are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~Fees for review of subdivision plats and other services under the Subdivision Regulations of the City of Gillette, Wyoming are listed in section 5.k of the Zoning Ordinance of Gillette, Wyoming.~~

SECTION TWO. Article V Section 7 City of Gillette Subdivision Regulations is amended to add the language in red and remove the struck-through language:

Article V: Subdivision Improvements

Section 7: Park and Pathway Fees and Dedications

c. Park Development Fee and Applicability

(4) Fee

All fees associated with the Subdivision Regulations of the City of Gillette are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk

during normal business hours. This resolution may also be viewed on the City of Gillette's Website.
~~The park development fee is $350.00 per dwelling unit. The fee is subject to change over time. Credit shall not be provided to any residential development for on-site private recreation or park facilities.~~

(5) ~~Fee Calculation and~~ Timing of Payment

~~The fee is calculated by multiplying the current fee rate by the proposed number of dwelling units being provided. The fee payment shall be made prior to recording the final plat.~~

In the case of land to be platted and developed as a mobile home or manufactured home park, the park development fee is due prior to the final plat or development plan being recorded. In all instances, the fee shall be paid prior to a zoning or building permit being issued.

SECTION THREE. The effective date of this Ordinance is July 1, 2026.

First Reading: March __, 2026.

Second Reading: April __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of April 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING UPDATED SUBDIVISION REGULATION CODE FEES FOR THE CITY OF GILLETTE (2026)

Recitals

WHEREAS, The Subdivision Regulations of the City of Gillette identifies certain permits and fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously handled fees associated with the Subdivision Regulations of the City of Gillette through Ordinance No. 3620, but has since removed any fees directly in the Code Ordinance No. _____, which established Subdivision Regulation Code fees would be adopted via resolution; and,

WHEREAS, the City of Gillette wishes to authorize and approve fees associated with the Subdivision Regulations Code of the Gillette City.

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

The following Subdivision Regulations Code permit fees described in the Gillette City Code are hereby adopted with an effective date of July 1, 2026.

Project Type	**Current Fee**	**July 1, 2026**	**July 1, 2027**	**July 1, 2028**
Annexation	$475.00	$1,659.52	$2,157.38	$2,489.28
Pre-Annexation Agreement	$0.00	$518.60	$674.18	$777.90
Minor Subdivision	$340.00	$674.18	$876.43	$1,011.27
Major Subdivision	$475.00	$1,127.96	$1,353.55	$1,503.94
Condominium	$475.00	$1,296.50	$1,685.45	$2,593.00
Easement or Right of Way Vacate	$340.00	$388.95	$505.64	$583.43
Administrative Plat	$340.00	$492.67	$640.47	$739.01
Park Development	$350.00 per dwelling unit	$350.00 per dwelling unit	$350.00 per dwelling unit	$350.00 per dwelling unit

DRAFT

PASSED, APPROVED, AND ADOPTED this _____ day of April, 2026.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

DRAFT

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance to Amend the City of Gillette Zoning Code, Sections 1.D.8, 8.B.2.I, and 9.c.1 in Order to Relocate Fees Into Resolution.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend the City of Gillette Zoning Code, Sections 1.D.8, 8.B.2.I, and 9.c.1 in Order to Relocate Fees Into Resolution.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 6/1

This ordinance modifies the Zoning Code of the City of Gillette by removing the fees listed and placing them in a separate resolution.

A draft resolution is also included for reference; however, this resolution will not be up for a vote unless and until the ordinance passes third reading.

If the ordinance is approved, it will not become effective until July 1, 2026.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Zoning Ordinance amendment removing fees (SAB Final)
Zoning Code Fee Resolution (SAB Edit)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY OF GILLETTE ZONING CODE, SECTIONS 1.D.8, 8.B.2.I, AND 9.C.1 IN ORDER TO RELOCATE FEES INTO RESOLUTION

RECITAL: The City wishes to more efficiently amend its fees and costs associated with the City of Gillette Zoning Code. To do so, the City desires to remove such fee schedules from City Ordinance and move such fees to separate Resolution.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Section 1.d.8 of the City of Gillette Zoning Code is amended to add the language in red and remove the struck-through language:

1.d.8. Zoning Fees

All fees associated with the City of Gillette Zoning Code are set forth in a separate City of Gillette Resolution. A copy of this Resolution, as amended from time to time, is available for inspection at the Department of Development Services and Office of the City Clerk during normal business hours. This resolution may also be viewed on the City of Gillette's Website.

~~The following fees shall be collected by the City of Gillette, Development Services Department, prior to review of the following applications:~~

Figure d. A
Permit Fees for Services Described in the Zoning Code

Permit Type	Fee
Commercial Site Plan	$340
Planned Unit Development	$680
Zoning Map Amendment	$340
Zoning Text Amendment	$1,000
Board of Adjustments: Variance and/or Appeal	$595
Development Plan	$595
Electronic Graphic Display Billboard	$2,500 Application Fee and $250 License Annual Fee
Tower Application	See SECTION 9., Wireless Communication Facilities

SECTION TWO. Section 8.b.2.i of the City of Gillette Zoning Code is replaced in its entirety with the following:

8.b.2.i Fees
All fees related to electronic billboards are located in the resolution referenced in Section 1.d.8. Nonpayment will result in the sign at issue being disconnected from the city's electrical supply.

SECTION THREE. Section 9.c.1 of the City of Gillette Zoning is amended to add the language in red and remove the struck-through language:

9.c.1. Fees

All fees associated with this Section are located in the resolution referenced in Section 1.d.8

~~a. The following fees must be paid at the time of application or renewal:~~

Table c. A Type of Fee and Associated Cost					
Application Type	**Planning Application Fee**	**Initial Registration Fee**	**Building Permit Fee**	**Annual Registration Fee if not in the Right-of-Way**	**Annual Right-of-Way Lease Fee**
New Macrocell Tower, Collocation - Substantial Change	As per Section 5 of the Zoning Ordinance	$500	As per current Building Permit Fee Schedule	$250	As per Right-of-Way Lease Agreement
Collocation - Eligible Facilities Request, Distributed Antenna System (DAS), Small Cell, Antenna Array	$0	$100	As per current Building Permit Fee Schedule	$50	As per Right-of-Way Lease Agreement

SECTION FOUR. The effective date of this Ordinance is July 1, 2026.

First Reading: March __, 2026.

Second Reading: April __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of April 2026.

_____
Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING UPDATED ZONING CODE FEES FOR THE CITY OF GILLETTE (2026)

Recitals

WHEREAS, The Zoning Code of the Gillette City Code identifies certain permits and fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously handled fees associated with the Zoning Code of the City of Gillette, but removed it from the Code through Ordinance No. _____ _____, which established Zoning Code fees would be adopted via resolution; and,

WHEREAS, the City of Gillette wishes to authorize and approve fees associated with the Zoning Code of the Gillette City.

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

The following Zoning Code permit fees described in the Zoning Code are hereby adopted with an effective date of July 1, 2026.

1.

Project Type	**Current Fee**	**July 1, 2026**	**July 1, 2027**	**July 1, 2028**
Commercial Site Plan	$340.00	$492.61	$640.47	$739.01
Planned Unit Development (PUD)	$680.00	$1,166.85	$1,516.91	$1,750.28
Map Amendment	$340.00	$518.60	$674.18	$777.90
Text Amendment	$1,000.00	$1,374.29	$1,786.58	$2,061.44
Board of Adjustment (BOA) Variance	$595.00	$828.93	$995.71	$1,244.64
BOA Appeal	$595.00	$1,270.57	$1,651.74	$1,905.86
Tower Application (Private)	$340.00	$648.25	$842.73	$972.38
Tower Application (Public)	$340.00	$648.25	$842.73	$972.38

DRAFT

2. Electronic graphic display signs require an application fee of two thousand, five hundred dollars ($2,500.00) and an annual license fee of two hundred fifty dollars ($250.00), which will expire on December 31st of each year.

PASSED, APPROVED, AND ADOPTED this _____ day of April, 2026.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

DRAFT

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

A Public Hearing for the Transfer of Ownership of Retail Liquor License No. RTL-24, from AB Gillette WY LLC d.b.a. Applebee's Neighborhood Grill & Bar to Powder River Hospitality LLC d.b.a. Cowboy State Liquor and Saddle Up Bar & Grill, and Transfer of Location of said License from 1927 Cliff Davis Dr. to 920 E Boxelder Rd.

ATTACHMENTS:
Public Hearing Notice

NOTICE OF APPLICATION FOR TRANSFER OF OWNERSHIP AND TRANSFER OF LOCATION OF A RETAIL LIQUOR LICENSE

Notice is hereby given that on the 17th day of March 2026, Powder River Hospitality LLC filed an application for the transfer of ownership and location of Retail Liquor License No. RTL-24 in the office of the City Clerk of the City of Gillette to the following described place, 920 E Boxelder Rd., Gillette, WY 82718. Protests if any there be against the approval will be heard at the hour of 6:00 p.m., April 7, 2026, 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 East 5th Street, Gillette, Wyoming.

Dated this 20th day of March 2026

Alicia Allen, City Clerk

Publish: March 24, 2026
March 31, 2026

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Consideration of the Transfer of Ownership of Retail Liquor License No. RTL-24, from AB Gillette WY LLC d.b.a. Applebee's Neighborhood Grill & Bar to Powder River Hospitality LLC d.b.a. Cowboy State Liquor and Saddle Up Bar & Grill, and Transfer of Location of said License from 1927 Cliff Davis Dr. to 920 E Boxelder Rd.

SUGGESTED ACTION:

I move to approve the Transfer of Ownership of Retail Liquor License No. RTL-24, from AB Gillette WY LLC d.b.a. Applebee's Neighborhood Grill & Bar to Powder River Hospitality LLC d.b.a. Cowboy State Liquor and Saddle Up Bar & Grill, and Transfer of Location of said License from 1927 Cliff Davis Dr. to 920 E Boxelder Rd.

CASE BACKGROUND:

Powder River Hospitality LLC is requesting the transfer of a Retail Liquor License, as well as the location of the license, currently held by AB Gillette WY LLC d.b.a. Applebee's Neighborhood Grill & Bar. The completed application and correlating documents were reviewed by the Clerk's Office and submitted to the Wyoming Liquor Division, who accepted the application as complete. A Public Hearing Notice was published in the Gillette News Record on March 24 & 31st, and published on the Clerk's webpage.

If approved, the license will be placed in a Non-Operational/Parked status until construction of the building is complete.

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
Application
Assignment Letter
Preliminary Building Layout
Hypothecation Form

Operation Plan

(May 2025)

NEW OR RENEWAL LIQUOR LICENSE OR PERMIT APPLICATION

(State of Wyoming-County and Municipal Jurisdictions)

FOR LIQUOR DIVISION USE ONLY		
Customer #:		
Transf. from:		
1st Reviewer:		/ /
2nd Reviewer:		/ /

CLERK SECTION: Completed by City / Town / County Clerk

Local License # RTL-24

Filing In Jurisdiction:

☒ CITY or TOWN OF: Gillette

☐ COUNTY OF: _____

Fees

Annual License Fee: $_____

Prorated License Fee: $_____

Transfer Fee: $100.00

License Term: 4 / 8 / 2026 (Month / Day / Year) Through 3 / 31 / 2027 (Month / Day / Year)

Date filed with clerk: 3 / 17 / 2026

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

3 / 24 / 2026 & 3 / 31 / 2026

Public Hearing Date: 4 / 7 / 2026

Publishing Fee: $90.00

Publishing Fee Direct Billed to Applicant: ☐

LICENSING AUTHORITY CLERK: BEGIN ADVERTISING PROMPTLY!

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

SECTION 1: APPLICANT & LOCATION INFORMATION

Applicant (Business Name): Powder River Hospitality, LLC

Doing Business As (DBA) / Trade Name: Cowboy State Liquor and Saddle Up Bar & Grill

Building to be licensed / Building Address: 920 E Boreldar Rd
(Address Number, and Suite or Unit Number, and Street or Road Name)

Gillette (City) WY (State) 82718 (Zip) Campbell (County)

Local Mailing Address: PO Box 50630
(Address Number or PO Box, and Suite or Unit Number, and Street or Road Name)

Casper (City) WY (State) 82605 (Zip) Natrona (County)

Business Telephone Number: 307 265 3029 Fax Number: 307 473 2909

Business E-Mail Address: Accounting@jrgrestaurants.com

Business Primary Contact: John (First Name) Johnson (Last Name)

SECTION 2: FILING AS (CHOOSE ONLY ONE)

☐ INDIVIDUAL | ☐ GENERAL PARTNERSHIP | ☐ LP | ☐ LLP | ☐ LLLP | ☒ LLC | ☐ LC | ☐ CORPORATION (INC)

☐ NON-PROFIT CORPORATION (NCORP) | ☐ POLITICAL SUBDIVISION | ☐ ORGANIZATION | ☐ OTHER _____

SECTION 3: FILING FOR (CHOOSE ONLY ONE)

☐ NEW LICENSE OR PERMIT ☐ RENEWAL OF LICENSE OR PERMIT

☐ TRANSFER OF LOCATION ☐ TRANSFER OF OWNERSHIP* ☒ TRANSFER OF OWNERSHIP* and LOCATION

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

Formerly Held by: AB Gillette WY LLC

SECTION 4: TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)

(a) **Licenses and Permits Authorized for On-Premise Sales and Off-Premise Package Sales**

☒ RETAIL LIQUOR LICENSE | ☐ COUNTY MALT BEVERAGE PERMIT | ☐ MICROBREWERY PERMIT

☐ WINERY PERMIT | ☐ WINERY SATELLITE PERMIT | ☐ MANUFACTURER SATELLITE PERMIT

(i) **Primary Business Type (CHOOSE ONLY ONE)** (W.S. 12-6-101(c)(vi))

☐ ON-PREMISE: BAR | ☐ OFF-PREMISE: PACKAGE STORE | ☒ ON & OFF PREMISE: BAR & PACKAGE STORE

(b) **Licenses and Permits Authorized for ONLY On-Premise Sales**

☐ RESTAURANT LIQUOR LICENSE | ☐ BAR AND GRILL LIQUOR LICENSE | ☐ SPECIAL MALT BEVERAGE PERMIT

☐ RESORT LIQUOR LICENSE | ☐ RESORT HOTEL LIQUOR LICENSE | ☐ RESORT LIQUOR LICENSE-SKI RESORT

LIMITED RETAIL LIQUOR LICENSE (CLUB) ☐ GOLF CLUB ☐ VETERANS CLUB ☐ FRATERNAL CLUB ☐ SOCIAL CLUB

SECTION 5: SPECIAL STATUTORY DESIGNATIONS-ONLY COMPLETE IF APPLICABLE (CHOOSE ONLY ONE)

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

☐ Other:

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

☐ SEASONAL

☒ NON-OPERATIONAL / PARKED

MONTHS OF OPERATION: from _____ to _____ ☒ All Year (Jan-Dec)

DAYS OF WEEK OF OPERATION: from _____ to _____ ☒ Every Day (Mon-Sun)

HOURS OF OPERATION: from 6 AM to 2 AM ☐ 24 Hours a Day

ALL APPLICANTS MUST COMPLETE QUESTIONS 1- 3

1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(iii)

Does the Applicant own or lease the licensed building?

(a) The Applicant **OWNS** the licensed building. ☒ YES (own)

(b) The Applicant **LEASES** the licensed building. ☐ YES (lease)

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

(i) The lease term expiration date is: _____/_____/_____; or, ☐ Does not expire / Automatically Renews.

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

(ii) The lease term information is located on page(s)_____ paragraph(s)_____.

(iii) **Sales** provision for alcoholic or malt beverages: located, on page(s)_____ paragraph(s)_____.

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

(c) **RENEWAL ONLY:** The lease is current and on file with the Licensing Authority. ☐ YES ☐ NO

(i) **If NO to (c), attach a copy of the current lease agreement and complete 1.(b), (i) through (iii)**

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

(a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building? ☐ YES ☒ NO

(b) If the answer was **YES to 2(a)** above, attach a written explanation and copies of any documents in connection there within.

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

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

(a) Hold any interest in the license/permit applied for? ☐ YES ☒ NO

(b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? ☐ YES ☒ NO

(c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO

(d) **If the answer was YES to any of the above questions**, attach a written explanation and copies of any documents in connection there within.

QUESTIONS 4-16 AND SIGNATURE PAGE: COMPLETED BY THE APPLICANT AS APPLICABLE

4. RETAIL LIQUOR LICENSE-COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)

(a) Will food and beverage services be contracted or subcontracted? ☐ YES ☐ NO

(i) **If YES**, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

(ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO

(iii) **If NO to (a) (ii), attach a copy of the current contract or subcontract.**

5. BAR AND GRILL LICENSE OR RESTAURANT LIQUOR LICENSE ONLY: 12-4-413(a) / W.S. 12-4-407(a)

Is a copy of the valid food service permit or the approved permit application attached? ☐ YES ☐ NO

6. RESTAURANT LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-407(a) / W.S. 12-4-408

(a) Gross sales figures and percentages of income derived from:

(Line 1) Liquor Sales: $_____ (_____%)

(Line 2) Food Sales: $_____ (_____%)

(Line 1 + Line 2 must = Line 3)

(Line 3) Gross Sales: $_____ (_____%)

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

(a) Gross sales figures and percentages of income derived from:

(Line 1) Liquor Sales: $_____ (_____%)

(Line 2) Food Sales: $_____ (_____%)

(Line 3) Entertainment Sales: $_____ (_____%)

(Line 1 + Line 2 + Line 3 must = Line 4)

(Line 4) Gross Sales: $_____ (_____%)

8. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-405

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have committed or expended not less than one million dollars ($1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO

(b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO

(d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars ($10,000,000.00) on the facility? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO

(e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO

(i) **If YES to (e),** attach a copy of the contract or subcontract.

(ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO

(iii) **If NO to (e) (ii), attach a copy of the current contract or subcontract.**

9. RESORT HOTEL LIQUOR LICENSE: W.S. 12-4-416 / W.S. 12-4-403 through W.S. 12-4-405

Does the resort hotel:

(a) Have an actual valuation of at least five million dollars, or have committed or expended at least five million dollars ($5,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-416(b)(i) ☐ YES ☐ NO

(b) Include a full-service restaurant? W.S. 12-4-416(b)(ii) ☐ YES ☐ NO

(c) Include not less than twenty (20) sleeping rooms for short-term occupancy? W.S. 12-4-416(b)(iii) ☐ YES ☐ NO

(d) Provide dining services to guest rooms for not less than twelve (12) hours each day? W.S. 12-4-416(b)(iv) ☐ YES ☐ NO

(e) Provide facilities to accommodate business meetings for not less than fifty (50) participants? W.S. 12-4-416(b)(v) ☐ YES ☐ NO

(f) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO

(i) **If YES to (f), attach a copy of the contract or subcontract.**

(ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO

(iii) **If NO to (f) (ii), attach a copy of the current contract or subcontract.**

10. MICROBREWERY PERMIT:

WHOLESALE DISTRIBUTION: W.S. 12-2-201(a)

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

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

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

(b) **Malt Beverage Production**

Minimum barrel production required for the current license term: **50.00**

(i) Barrels produced to date for the current license term: _____

(ii) Variance: _____

(c) Will the microbrewery at this location have produced at least 50 barrels (1,550 gallons) but less than 50,000 barrels (1, 550,000 gallons) by the end of the current license term as required by law? ☐ YES ☐ NO

(i) **If NO to (c),** attach a written explanation.

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

(a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO

(b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

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

(a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO

(b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

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

(a) Does the golf club have more than fifty (50) bona fide members? ☐ YES ☐ NO

(b) Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse? ☐ YES ☐ NO

(c) **Is the Applicant a Political Subdivision** of the state that owns, maintains, or operates this golf course? ☐ YES ☐ NO

(i) Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e) ☐ YES ☐ NO

(ii) **If YES,** is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

(iii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO

(iv) **If NO to (c) (iii), attach a copy of the current contract or subcontract.**

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

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

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

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

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

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

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

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

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

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

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

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip ***DO NOT LIST PO BOXES***	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock or Ownership Held	Have you been convicted within the previous 10 years of: Any Felony under Wyoming law?	Have you been convicted within the previous 10 years of: Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
Johnson Restaurant Group, Inc	—	2230 Bryan Stock Trail Casper WY 82601	307 265 3024	1	55%	YES ☐ NO ☒	YES ☐ NO ☒
Jeffries Investments LLC Kent Jeffries	—	165 Overbrook Rd Gillette WY 82718	307 746 5594	1	45%	YES ☐ NO ☒	YES ☐ NO ☒
John D Johnson	9/19/57	1917 Rustic Ct Casper WY 82609	307 265 4661	1		YES ☐ NO ☒	YES ☐ NO ☒
* John Johnson	19	100% Sole owner of Johnson Restaurant Group Inc				YES ☐ NO ☐	YES ☐ NO ☐

(May 2025)

REQUIRED ATTACHMENTS:

FILING FOR: NEW, OR ANY TYPE OF TRANSFER

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

FILING FOR: RENEWAL

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

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

Requires signatures by:

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

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

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

STATE OF WYOMING)
COUNTY OF Natrona) *SS.*

Signed and sworn to before me on this 17th day of March, 2026 that the facts alleged in the foregoing instrument are true by the following:

	(Signature)	(Printed Name)	Title
1)	[signature]	Kent Jeffries	Managing Member
2)			
3)			
4)			
5)			

Witness my hand and official seal: James Earle Hinton
Signature of Notary Public

(SEAL)

JAMES EARLE HINTON
NOTARY PUBLIC
STATE OF WYOMING
COMMISSION ID: 156937
MY COMMISSION EXPIRES: 09/10/2028

My commission expires: 9-10-2028

March 16, 2026

Re: AB Gillette WY, LLC dba Applebee's Neighborhood Grill & Bar

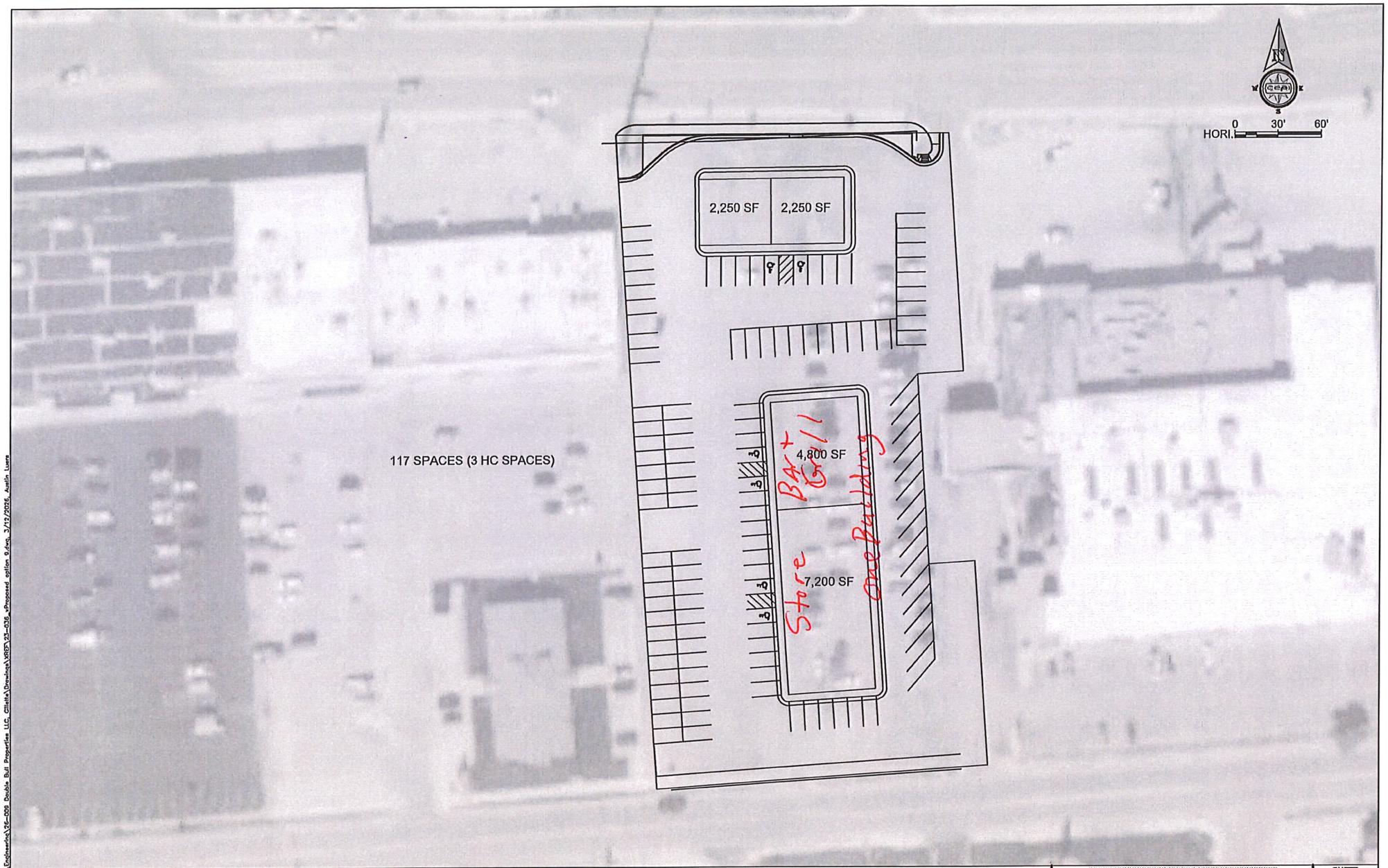
Dear City Council:

I Craig Hannay, Managing Member/President of AB Gillette WY, LLC dba Applebee's Neighborhood Grill & Bar authorize the transfer of liquor license #RTL-24 from AB Gillette WY, LLC dba Applebee's Neighborhood Grill & Bar to Powder River Hospitality, LLC upon the approval of your Council.

Thank you in advance,

Craig Hannay, Managing Member
AB Gillette WY, LLC

Kent Jeffries, Managing Member
Powder River Hospitality, LLC



DATE	REVISIONS	CHECKED	APPROVED
	PRELIMINARY		

W.O. NO. ######

DRAWN BY: // DATE: 03/26

CHECKED BY: // DATE: 03/26

APPROVED BY: // DATE: 03/26

cepi

Civil Engineering Professionals, Inc.

6500 Enterprise Drive · Casper, Wyoming 82609 · (307) 265-4316 · (307) 265-8103 fax

11X17_40 SCALE

SHEET # OF ##

M:\Land_2025\Engineering\25-009 Double Bull Properties LLC, Gillette\Drawings\WEP\25-036_Proposed option 6.dwg, 3/19/2026, Austin Luers

Current License Holder: AB GILLETTE WY LLC License #: RTL-24

City Code §3-17 Pledging or Hypothecating a Retail Liquor License as Collateral.

(a) It is the policy of the City of Gillette and its Governing Body that retail liquor licenses should be made available to those individuals and entities seeking to engage in commerce. It is the experience of the Governing Body, and the history of the City of Gillette, that retail liquor licenses have been pledged and hypothecated as collateral for purposes of both the acquisition of the license itself, and as a means of acquiring a valuable interest for either holding for future use, or as a means of adding a valuable asset to a business for purposes of its own financial balance sheets. Such action, in the determination of the City of Gillette is contrary to the interests of the community.

(b) Liquor licenses are not assignable; therefore, the Council will not renew or transfer a retail liquor license to any person or entity asserting an interest in any license by virtue of a security interest, lease, or other financial obligation, without the approval of the City Council.

Is the retail liquor license currently held by AB GILLETTE WY LLC, pledged or hypothecated as collateral for purposes of both the acquisition of the license itself, and as a means of acquiring a valuable interest for either holding for future use, or as a means of adding a valuable asset to a business for purposes of its own financial balance sheets?

YES ☐ NO ☒

Transferor Signature AB Gillette WY, LLC Date 2/19/26

John A. Johnson

Transferee Signature ~~Johnson Restaurant Group, LLC~~ Powder River Hospitality, LLC Date 3/18/2026

Gillette Police Department

P.O. Box 518
Gillette, WY 82717
Website: www.gillettewy.gov

Administration: (307) 686-5232
Non-Emergency: (307) 682-5155
Administration Fax: (307) 686-0396

Chief of Police

LIQUOR LICENSE OPERATION PLAN

Name as it appears on license: Powder River Hospitality, LLC

Common name (doing business as): Cowboy State Liquor and Saddle Up Bar & Grill

Street address: 920 E Boxelder Rd

Phone #: 307-265-3029

Type of license: Retail Limited Restaurant Bar & Grill Delivery

Hours of Operation

Our planned hours of operation are: 6 am – 2 am Sunday - Saturday

Last call will be 20_ minutes before closing and last service will be 10_ minutes before closing.

Format

The premises will be operated as: Retail Package Liquor Store and a Bar & Grill. The Bar & Grill will have a Happy Hour and potentially some live music or singo entertainment.

Include:

Nature of business	Regular Events	Special Events
Bar	Happy hour	Competitions of strength
Package Liquor	Live Entertainment	Sexually oriented entertainment
Restaurant		Other special events

(All outside events require a malt beverage or catering permit.)
Security / Crowd Control / Capacity Limits

The official capacity limit for our business is: Up to Capacity per City Ordinance

In order to comply with our capacity limits we shall: Self-Police to Allowed Occupancy

We shall maintain peace and order in and around our business by: Self-Policing and call police if needed

Rules of the establishment shall be enforced by: Management

Alcohol Management

To comply with laws regarding alcoholic and malt beverages, including the use of eighteen to twenty year old servers in restaurants if applicable, our establishment will: educate with TIPS Training

If you retain full retail license, do you plan on alcohol delivery? Yes or No
What is your operational plan to ensure compliance with state statute if you answered yes?

Kent Jetkins
Signature of License Holder

3/17/26
Date

Kent Jetkins
Printed Name

CITY OF GILLETTE
CITY COUNCIL

DATE: **April 7, 2026**

TITLE:

Council Meeting Safety & Public Meeting Rules.

CASE BACKGROUND:

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:
Meeting Safety Public Meeting Rules

CITY COUNCIL MEETING SAFETY & PUBLIC MEETING RULES

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

Speakers

- Persons seeking to be recognized for public comment must, without exception:
  - State their name
  - State their physical address
  - If speaking on behalf of an organization, identify their position or affiliation
- The public comment period will be limited to ten (10) minutes total.
- Speakers must remain behind the podium/lectern.
- Speakers shall refrain from making comments of a personal nature that reflect upon the character of a Councilperson, the Mayor, City staff, or another speaker. Personal criticism, ridicule, intimidating behavior, and name calling is forbidden.
- Speakers shall refrain from the use of indecent or obscene language, "fighting words" or other language which is disruptive to the orderly discussion at the meeting.

Audience Members

- Audience members will refrain from distracting side conversations or speaking out when another person is talking.
- Audience members will refrain from shouting, booing, or other similar unruly behavior that impedes or disrupts the orderly conduct of the meeting.

Enforcement of Meeting Rules

- The Governing Body will request that a person violating any Meeting Rules cease the violation.
- Failure to comply with the Governing Body's warning may result in removal from the Council Chambers, criminal prosecution pursuant to Gillette City Code Section 14-5, recess of the meeting, or any remedy available under Wyoming law.

P.O. BOX 3003 • GILLETTE, WY 82717-3003