CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.
Tuesday, June 3, 2025
6:00 PM

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. **Invocation and Pledge of Allegiance**

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 (Budget Review #3) - May 15, 2025**
   Regular Meeting Minutes - May 20, 2025
   Executive Session Meeting Minutes - May 20, 2025

2. **<u>ORDINANCE 2ND READING</u>**
   Council Consideration of an Ordinance Approving and Authorizing the Vacation of a 10-foot-wide Gas Easement on Lot 19B, Block 6, of the Resubdivision of Lot 19, Block 6 First Addition Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

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

3. **<u>ORDINANCE 3RD READING</u>**
   An Ordinance Establishing Article VIII, Section 4-44 of the Gillette City Code Regarding the Trap-Neuter Release Program for Certain Cats in the City of Gillette.

   Staff Reference: Sean Brown, City Attorney

4. **Bills and Claims**

   Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

F. COMMENTS

Council:

Liaison:

Written:

Other - Comments:

2025 Financial Disclosure Statements

Staff Reference: Alicia Allen, City Clerk

G. PROCLAMATIONS / PRESENTATIONS

1. **Recognition of the City of Gillette 2025 1st Quarter P.R.I.D.E Award Recipients, Officer Riley and Officer Trebby, of the Gillette Police Department.**

   Staff Reference: Michael H. Cole, City Administrator

2. **A Proclamation designating June 2025 as *National Safety Month.***

   Staff Reference: Randy Milliron, Safety Manager

3. **Things to Know Video for for June, 2025**

   Staff Reference: VIDEO - Jennifer Toscana, Public Affairs Director

H. UNFINISHED BUSINESS

1. **ORDINANCE 2ND READING**
   An Ordinance to Amend Chapter 14, Section 14-33 of the Gillette City Code to Account for the Wyoming Repeal Gun Free Zones Act.

   Staff Reference: Sean Brown, City Attorney

2. **ORDINANCE 3RD READING**
   An Ordinance to Amend Chapter 10, Sections 10-2, 10-4, 10-5, and 10-7 of the Gillette City Code.

   Staff Reference: Sean Brown, City Attorney

I. NEW BUSINESS

1. **Council Consideration to amend an existing Special Event Permit, including a Street Closure with Live Music and an Open Container Permit, on Gillette Ave. Between 1st and 2nd Street, on October 3, 2025, from 4:00 p.m. to 11:00 p.m., and October 4, 2025, from 10:00 a.m. to 11:00 p.m., for an Oktoberfest Festival, requested by the Montgomery Bar, Rail Yard, and Gillette Supper Club.**

   Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

2. **Council Consideration of a Special Event Permit which includes a 3rd Street Closure, on July 16, 2025, from 10:00 a.m. to 3:00 p.m., for the WyoGives Day Annual Picnic,**

Requested by Gillette Main Street.

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

3. **Council Consideration of a Special Event Permit on July 30, 2025 from 1:00 p.m. to 5:00 p.m. for an End of Summer Reading Block Party, Requested by Campbell County Public Library.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

4. **Council Consideration of an Agreement to Suspend Section 8 Pumped-Storage of the Firm Electric Service Contract with Western Area Power Administration (WAPA) pertaining to Pumped Hydroelectric Storage from WAPA's Mt. Elbert facility from April 1, 2026 to April 1, 2028 and Authorizing the Mayor to Execute the Agreement on Behalf of the City of Gillette.**

Staff Reference: Joff Pilon, P.E., Utilities Director

5. **Council Consideration to Authorize the Mayor to Sign a Workplace Safety Contract between the City of Gillette and the State of Wyoming, Department of Workforce Services, Workers' Compensation, and Risk Management.**

Staff Reference: Deca Wasson, Human Resources Director

6. **Council Consideration of a Pre-Annexation Agreement between the City of Gillette and Daniel and Debby Ward for Property Located in the Northwest Portion of the Northwest Section 9, Township 49, Range 72 Along West Southern Drive.**

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

J. PUBLIC HEARINGS AND CONSIDERATIONS

1. **A Public Hearing to Consider the Gillette City Budget for FY2025-2026.**

Staff Reference: Michelle Henderson, Finance Director

2. **<u>ORDINANCE 1ST READING</u>**
An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming for FY2025-2026.

Staff Reference: Michelle Henderson, Finance 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: **June 3, 2025**

TITLE:

Invocation and Pledge of Allegiance

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Special Meeting Minutes (Budget Review #3) - May 15, 2025
Regular Meeting Minutes - May 20, 2025
Executive Session Meeting Minutes - May 20, 2025

ATTACHMENTS:
05/15/2025 Special Meeting (Budget #3)
05/20/2025 Regular Meeting

Council Proceedings May 15, 2025 Dinner – 5:30 p.m.
Meeting – 6:00 p.m.

A Special Meeting of the City Council was held on Tuesday the 15th day of May 2025, in the City Hall 2nd Floor Community Room.

Present were Councilmembers Smith, McLeland, Gross, Carsrud, Clary, West, and Mayor Lundvall; City Administrator Cole; City Attorney Brown; Directors Deaton, Henderson, Muzzarelli, Pilon, Toscana, Wasson, and Wilde; Managers Bache, Cockrum, Hogan, Hughes, Kuntz, Milliron, Ostlund, Porter, Riehemann, Richert, Shamion, Williamson; Senior Administrative Coordinator Gydesen; City Arborist Clements; and City Clerk Allen.

The Mayor and Council partook in a pre-meeting meal, beginning at 5:30 p.m. No City business was conducted during the meal. Mayor Lundvall opened the Special Meeting at 6:00 p.m.

Budget Workshop #3 – Review FY26 Budget
Administrator Cole shared that all budgets discussed tonight are General Fund departments.

Departments presented their budgets to the Mayor and Council.

- The Human Resources budget was presented by Director Wasson.
- The Finance budget was presented by Director Henderson, and Managers Richert, Shamion, Hughes, and Porter.
- The Police Department Budget was presented by Chief Deaton.
- The Public Works budget was presented by Director Wilde.
- The Public Affairs budget was presented by Director Toscana.
- The City Attorney budget was presented by Attorney Brown.

Budget Wrap-Up
Administrator Cole reported that the proposed FY2025–2026 budget totals $151,007,315 and is balanced without using unassigned cash from the general fund. The budget reflects a 7.6% reduction in the General Fund, a 12.8% increase in Enterprise Funds, a 12.9% decrease in the 1% Fund, and an 11.4% decrease in Internal Service Funds. The proposed budget has a surplus of roughly $840,000 within the General Fund, a surplus of roughly $1.4 million in the Enterprise Funds, and a $1.4-1.5 million dollar surplus in the 1% Fund.

Director Henderson and Administrator Cole announced key dates for the FY2025-2026 budget approval Ordinance; a public hearing and first reading occurring on June 3, 2025, second reading on June 9th, and a public hearing and final reading on June 17th, as well as the final amendment to the current fiscal year's budget to reconcile changes and reflect increases and decreases in revenues and expenses. Henderson reminded the mayor and council that changes can still be made to the budget before final approval.

Councilmembers gave input regarding the proposed budget. Councilman Smith recommended a 1% reduction in Enterprise Fund spending, a 2.75% reduction in General Fund expenses, elimination of the cost-of-living adjustment (COLA), but support for merit raises, and removing Verdunity, Inc. from future payroll. Councilman West expressed support for the conservative approach to the budget. Councilwoman Gross emphasized the need to keep the cost-of-living adjustment for staff retention. Director Henderson confirmed that a total of 5% is allocated for COLA and merit raises, though the exact breakdown is yet to be finalized. Mayor Lundvall thanked the city staff for their hard work and commitment to serving the public.

Adjournment
There being no further business to come before the Council, the meeting was adjourned at 7:23 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 May 20, 2025, in the City Hall Council Chambers.

(S E A L)
ATTEST:

_____ _____
Alicia Allen, City Clerk Shay Lundvall, Mayor
Publication Date: May 24, 2025

A regular meeting of the City Council was held on Tuesday the 6th day of May 2025, in the City Hall Council Chambers.

Present were Councilmembers Smith, McLeland, Gross, Carsrud, Clary, West, and Mayor Lundvall; City Administrator Cole; City Attorney Brown; Chief of Police Deaton; Directors Henderson, Muzzarelli, Pilon, Toscana, and Wilde; City Clerk Allen and Deputy City Clerk Clymer.

Invocation and Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Pastor Mark Mitchell of Cross Pointe Church.

Approval of General Agenda

Councilmember Gross made a motion to approve the General Agenda; seconded by councilmember West.

Approval of Consent Agenda

Minutes

Regular Meeting Minutes – May 6, 2025
Special Meeting Minutes – May 13, 2025

Ordinance 3rd Reading

ORDINANCE NO. 4060

COUNCIL CONSIDERATION OF AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, FOR TRACT G, PRONGHORN RANCH PHASE 1, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-1, SINGLE FAMILY RESIDENTIAL DISTRICT AND R-2, TWO-FAMILY RESIDENTIAL DISTRICT, TO R-4, MULTI-FAMILY RESIDENTIAL DISTRICT, PER THE ATTACHED EXHIBIT.

Bills and Claims

4j Court LLC, 2,848.38; Abbie Matson, 33.47; Absolute Auto, LLC, 53.95; Advance Auto Parts, 116.95; Agosto Holdings, LLC, 3,336.74; Allen, Daniel, 3,934.83; Alsco, 1,408.77; Alyssa Harcharick, 100.00; American Grating, 1,145.00; American Welding & Gas Inc, 162.03; ANB Bank, 5,861.59; Anixter Power Solutions, 132,810.78; Antelope Valley Improvement & Service District, 44.43; Architectural Specialties LLC, 240.00; Arete Design Group, 87,652.93; Atlas Office Products, 301.17; Atlas Therapy LLC, 1,435.63; Auto Zone, 6,049.66; Automatic Transmission Systems, 6,671.02; Az Moose Gillette LLC, 402.32; Bahnson, Brook & Lori, 11,709.00; Balco Uniform Co., Inc, 2,373.15; Barlow, Bernadette, 2,757.44; Barry, Sean & Heidi, 964.45; Bernard, Peggy, 1,467.04; Best Best & Krieger LLP, 3,111.00; Best Equity LLC, 6,555.75; Big Horn Tire Inc, 1,706.35; Bighorn Hydraulics Inc, 186.88; Bighorn Mountain Electric LLC, 878.55; Black Hills Gas Distribution Wy, 6,671.02; Black Hills Wyoming LLC, 4,505.36; Blagg, Marli, 3,382.48; Blue Cross Blue Shield of Wyoming, 103,144.15; Blue Cross Blue Shield of Wyoming, 249,484.44; Blue Cross Blue Shield of Wyoming, 91,016.20; Bob Cat Of Gillette, 6,671.02; Bollinger, William, 2,954.15; Bomgaars, 4,206.20; Border States Electric, 1,951.89; Border States Electric, 4,210.96; Bragdon, Corey, 101.60; Brant, Lorraine, 1,533.93; Buffalo Peak LLC, 6,671.02; C C Landfill, 4,981.14; C C Public Health, 4,102.35; Campbell County Chamber of Commerce, 120.00; Campbell County Landfill, 82,072.50; Campbell County Sheriff, 6,400.00; Cargill, Lori & Scott, 5,576.78; CBH Co-Op, 2,148.04; CCSD Westwood Sign Shop, 130.39; Cedar Ridge Rental Properties, 6,671.02; CenturyLink, 2,947.20; Chavez Bros 3, Inc, 2,506.41; Chuck Deaton, 88.90; City Clerk Office, 4,081.20; City Roasting Company, LLC, 3,966.93; Clemetson, Dane & Amy, 6,671.02; Clemetson, Dane & Amy, 6,671.02; Coats, Stephen, 4,971.13; Consolidated Engineers Inc, 14,055.50; Contractors Supply Inc, 6,671.02; Contractors Supply Inc, 6,671.02; Cooper, Ty, 4,690.75; Cooperative Personnel Services, 2,500.00; Cowboy Clean Fuels, 3,438.03; Craig Furman, 75.00; Creative Liquors, LLC, 5,177.75; Creative Liquors, LLC, 5,177.75; Crestview Improvement & Service District, 7.92; Crouch, Lylee, 427.19; Crum Electric Supply Company, 1,837.21; Cyclone Drilling, 6,671.02; D & DJ, LLC, 6,560.03; Dads Truck and Auto LLC, 5,198.77; Dan Johnson, 5,966.11; Dan Johnson, 5,966.11; Dane Schiller, 4,000.00; Davis, Kyle, 856.40; Dell Computer Corp, 19,826.95; Dental Specialists of Gillette, 6,223.71; Dey, Jade, 374.28; Diebold Inc, 2,012.35; Dollar General Inc, 1,865.85; DRM Inc, 256,690.13; Duvall, Tabetha, 1,104.04; Dykman Electrical Inc, 2,526.26; Edi Mendoza, 7,850.00; Employment Testing Center of Wyoming, 700.00; Employment Testing Services Inc, 819.00; Energy Laboratories Inc, 976.60; Engdahl, Aileen, 1,639.46; Entenmann Rovin Company, 145.75; Ernest & Helen Reynolds Trust, 4,886.36; Esri Inc, 40,900.00; Family Dollar, 6,671.02; Farmer Brothers Company, 460.20; Fastenal Company 01wygil, 6,671.02; Ferguson Enterprises, Inc #1116, 2,535.40; First National Bank, 6,671.02; First National Bank of Gillette, 30,280.31; First Northern Bank of Wyoming, 6,671.02; First Northern Bank of Wyoming, 15,536.54; Flagshooter LLC, 1,167.53; Frank's Alignment, 2,310.78; G A R F, 4,273.60; G A R F, 4,273.60; G A R F, 4,273.60; G A R F,

4,273.60; G And G Landscaping Inc, 43,789.30; Gades Sales Company Inc, 12,255.00; Galls, An Aramark Company, 176.00; Garratt Callahan Company, 730.00; Gillette Christian Center, 6,671.02; Gillette Contractors Supply Inc, 7,932.70; Gillette Optometric Clinic, 6,671.02; Gillette Reproductive Health, 6,671.02; Gillette Steel Center, 212.40; Gillette Vet & Pet Clinic, 6,671.02; Global Payments Inc, 583.37; GPX Allstar Cheer, 2,477.37; Grandslam Pizza, 5,559.67; Gray, Jason & Lindsie, 3,044.89; Greiner Motor Company, 256.87; Hammond, Jessica, 218.34; Hands Of Health, 5,232.39; Hawkins Inc, 22,099.67; Hays Holdings, LLC, 1,024.60; HD Supply Inc, 372.27; HDR Engineering Inc, 136,226.80; HealthEquity, Inc., 884.88; HealthEquity, Inc., 6,618.31; HealthEquity, Inc., 3,944.94; Hespen Enterprises, LLC, 2,197.11; Hillcrest Auto Body, 6,671.02; Hillcrest Spring Water Inc, 162.50; Hladky Construction, 237,124.54; Homax Oil Sales, 6,555.75; Home Fire Foods, 331.25; Hong Kong Restaurant, 6,671.02; Hot Iron, 153,382.91; Hotline Electrical, 31,025.82; Hub International Mountain States Limited, 100.00; Hub International Mountain States Limited, 100.00; Hughes Fire Equipment, Inc., 744.50; Hunter, Morris & Lili, 1,560.22; Huskie Tools, LLC, 242.76; Interstate Engineering, Inc, 23,984.34; Interstate Power Systems Inc, 515.82; Jack's Truck Center Inc, 1,325.25; James Tire Service, 4,888.57; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jei Group, LLC, 6,671.02; Jims Water Service, 4,968.13; Jolovich, Courtney, 1,841.68; Julianne Witham, 200.00; Keystone Ridge Designs, 7,161.00; Kingdom Hall, 6,555.75; KLJ Engineering LLC, 24,842.94; Kwik Shop West, 6,671.02; L & H Industrial Inc, 4,619.11; Land Surveying Incorporated, 3,008.62; Leona Sczenski, 107.00; Los Compadres, 6,671.02; Love, Patrick & Sandra, 2,311.74; Lowe Roofing Inc, 160.80; Magnuson, Arlyn, 6,671.02; Manpower, 6,405.77; MCM General Contractors, 15,021.08; Mechanical Design Works, 4,800.00; Mendoza, Martin, 4,889.10; MFT Investments LLC, 4,641.34; Midland Implement Co Inc, 14,387.22; Morrison Maierle Inc, 78,997.78; Municipal Treatment Equipment, 427.79; Nicks Family Realty LLC, 3,665.28; Nicks Family Realty LLC, 3,612.65; Nicks Family Realty LLC, 3,591.92; Nicks Family Realty LLC, 3,610.17; Nicks Family Realty LLC, 3,613.61; Nicks Family Realty LLC, 3,611.27; Nicks Family Realty LLC, 3,641.25; Nicks Family Realty LLC, 3,662.58; Nicks Family Realty LLC, 3,640.57; Nicks Family Realty LLC, 3,631.51; Nicks Family Realty LLC, 3,670.69; Nicks Family Realty LLC, 3,568.25; Nicks Family Realty LLC, 3,620.97; Nicks Family Realty LLC, 3,609.72; Nicks Family Realty LLC, 3,644.10; Nicks Family Realty LLC, 3,570.72; Nicks Family Realty LLC, 3,639.31; Nicks Family Realty LLC, 3,593.94; Norco Inc, 5,482.19; Norco Inc, 7,322.30; Northern Engine & Supply Co, 6,671.02; Northland Ind Specialties, 6,671.02; Oasis Tans, 3,698.62; Oberst, Todd, 2,544.79; One Call of Wyoming Corp, 905.10; One Main Financial Inc, 6,391.16; Online Information Services Inc, 323.04; Osborne Energy Solutions LLC, 2,864.25; P & K Services LLC, 3,553.30; Pacific Steel & Recycling, 79.34; Palmer, Echo, 2,182.39; Partsone LLC, 920.20; Pathfinder Inspection, 6,671.02; Pats Off Road, 5,905.25; PCA Engineering Inc, 26,173.91; Pizza Carrello, 6,671.02; Pizza Hut, 6,671.02; Pokeys Smokehouse & Barbeque, 6,671.02; Porter, David & Afton, 6,671.02; Postal Pros Southwest Inc, 2,498.28; Powder Riv Heat & Air, 5,588.78; Powder River Construction, 338,201.38; Powder River Energy Corporation, 2,573.62; Powder River Heating & Conditioning Corporation, 4,429.00; Powell, Derek, 7,443.28; Pronghorn Estates Professional Center Ll, 6,671.02; Pvs Dx Inc, 7,342.96; Qdoba Mexican Grill, 4,850.97; Qes Pressure Pumping, LLC, 6,555.75; Quality Auto LLC, 6,396.46; Railroad Management Co LLC, 834.10; Ramsey Hill Exploration, 1,798.39; Rang's Cycles, 3,139.23; Rapid Fire Protection Inc, 640.00; Razor City Rental, 18.63; Rehab Solutions, 6,408.15; Rehab Solutions, 6,247.11; RGH LLC, 4,850.73; Rhomar Industries Inc, 5,993.34; RJ Mann & Associates Inc, 6,555.75; Rms Instrument & Electrical, LLC, 34,001.06; Robinson Grinding & Profiling, 6,671.02; Rocky Mountain Discount Sports, 6,671.02; RSC Equipment Rental, 6,555.75; Russell Cellular, 2,613.16; Rve, Inc, 5,824.54; Safety-Kleen Systems Inc, 192.90; Sage Ridge Apts, 6,671.02; Schroeder, Dakota, 4,982.48; Sdb Mtn Acq Holdco, 2,499.65; Security State Bank, 8,072.78; Shane, Jerry & Sharon, 4,101.62; Shi International Corp, 5,943.78; Silver Spur Trading LLC, 6,671.02; Silver Spur Trading LLC, 4,981.72; Simon Contractors, 35,107.27; Simpson's Printing, 645.00; Source Office Products, 52.99; South Fork Apartments, LLC, 6,671.02; Southern Computer Warehouse, 471.86; Southview Leasing LLC, 3,825.31; Spangler, Nicky, 2,633.52; Spencer Fluid Power, 3,403.72; Square Grove LLC, 2,316.00; Staples Contract & Commercial LLC, 719.98; State Of Wyoming - Ets, 6.67; State Of Wyoming Office of The Attorney General, 31.00; Step Stone Counseling, 1,781.44; Sterling Infosystems, Inc, 2,497.07; Strait Enterprises, 6,671.02; Team Laboratory Chemical, LLC, 1,175.50; Temperature Technology, Inc, 940.00; Terry Sjolin, 975.00; The Bank of Gillette, 6,671.02; The Building Department LLC, 4,840.00; The Nail Spa, 6,484.24; Thomson West, 737.87; Thunder Basin Ford, 6,671.02; Thunder Basin Orthopedics, 6,671.02; Tisdale Creek Ranch Inc, 5,669.32; Tkg Powder Basin, LLC, 2,619.75; Tkg Powder Basin, LLC, 4,375.25; Tmac Investments Inc, Dba Sports Clips, 2,828.47; TNT Hydro-Line Inc, 6,671.02; Tractor Supply Co, 5,525.13; Trevor Johnson, 162.75; True Colors, 6,555.75; Tyler Technologies Inc, 800.00; United Central Industrial Supply Co, 3,804.15; Utility Service Company Inc, 2,000.00; Van Ewing Const, 6,671.02; Van Ewing Const, 6,671.02; Verizon Wireless, 1,820.04; Visionary Communications, 1,092.96; Volunteers Of America, 4,460.00; W C F D, 6,671.02; Wayne Dubois, 13,000.00; Wells Fargo Bank, 1,419,410.28; Wells Fargo Bank, 3,074,237.25; Wesco Distribution, Inc, 4,369.33; Wesco Receivables Corp, 252.36; Western Stationers,

1,531.93; Western Waste Solutions Inc, 6,587.00; Winterholler, Rich & Gail, 747.50; WWC Engineering, 7,985.25; Wyo Mechanical Supply Inc, 6,555.75; Wyodak Resources Development Corp, 45,396.56; Wyoming Association Municipalities, 520.00; Wyoming Casing Service, 6,555.75; Wyoming Center For Clinical Excellence, 1,650.00; Wyoming Department of Agriculture, 100.00; Wyoming Dept Of Employment, 1,072.00; Wyoming Machinery Co, 4,399.52; Wyoming Police Service Dog Club, 240.00; Wyoming State Revenue and Tax, 113,686.10; Wyoming Welding & Trucking Inc, 6,021.28; Xerox Corporation, 508.18; Yes House, 5,565.20; Zoho Corporation, 180.00

Councilmember West made a motion to approve the Consent Agenda; seconded by councilmember Carsrud. All voted aye. The motion carried.

Comments

Council

Councilmember Gross provided facts and information regarding services offered by Gillette Reproductive Health as well as funding available for Gurley Overpass bridge replacement. Gross added that Area 59 is hosting a STEM program for students in June.

Councilmember Carsrud congratulated the 2025 Campbell County High School, Thunder Basin High School, and Westwood graduates.

Liaison Reports

Councilmember West attended the GPS Juvenile Services meeting and stated that there is strong community support for this program. He also recognized the Gillette Main Street board for their recent national accreditation and encouraged everyone to walk downtown.

Councilmember Gross stated that the Council of Community Services completed their 2024 annual report. Gross added that their website, ccsgillette.org, will provide more information regarding the report.

Councilmember McLeland attended the Fire Board Meeting where they approved a maintenance contract and over hired one firefighter to assist with grass fires.

Written Comment

City Clerk Allen stated that the Clerk's Office received a written comment from Ben Decker who encouraged council to not exceed the 5% limit for the 1% Agency funding, opposing funding for Gillette Reproductive Health, and to consider moving Public Comment to the beginning of council meetings.

Proclamations / Presentations

Janell Oberlander, President of Gillette Community College District, John McGrath, Gillette College Trustee Chairmen, and Robert Palmer, Gillette College Trustee, provided an update regarding the Gillette College Enzi Center for Applied Learning building project, Economic Impact in the community, and other Gillette College updates and plans. Council members asked clarifying questions.

Unfinished Business

Ordinance 2nd Reading

ORDINANCE NO. 25-12
AN ORDINANCE ESTABLISHING ARTICLE VIII, SECTION 4-44 OF THE GILLETTE CITY CODE REGARDING THE TRAP-NEUTER RELEASE PROGRAM FOR CERTAIN CATS IN THE CITY OF GILLETTE

Councilmember Gross made a motion to approve the foregoing Ordinance on second reading; seconded by councilmember West. All voted aye. The motion carried.

ORDINANCE NO. 25-13
AN ORDINANCE TO AMEND CHAPTER 10, SECTIONS 10-2, 10-4, 10-5, AND 10-7 OF THE GILLETTE CITY CODE

Councilmember West made a motion to approve the foregoing Ordinance on second reading; seconded by councilmember Carsrud. All voted aye. The motion carried.

New Business

Minute Action

Councilmember Gross made a motion to approve a Special Event Permit beginning on June 20, 2025, at 7:00 p.m. for additional time to set up for the Donkey Creek Music & Arts Festival, Requested by Big Lost Meadery; seconded by councilmember McLeland. All voted aye. The motion carried.

Council President Carsrud made a motion to approve a Special Event Permit, including a Street Closure with Live Music and an Open Container Permit, on Gillette Ave. Between 1st and 2nd Street, on October 3-4, 2025, from 5:00 p.m. to 10:00 p.m., for an Oktoberfest Festival, requested by the Montgomery Bar, Rail Yard, and Gillette Supper Club; seconded by councilmember West. All voted aye. The motion carried.

Councilmember Gross made a motion for the Acceptance of Public Improvements for the City Pool Reconstruction Project, Installed by Powder River Construction, in the amount of $5,702,504.71; seconded by councilmember West. Councilmember Clary inquired about the amount of the project, Administrator Cole explained that this is the total cost of the project, which includes grant funding in the amount of approximately $900,000. Administrator Cole clarified that, weather permitting, the pool will open Memorial Day weekend as planned. The mayor and council expressed excitement and thanked staff for their efforts. All voted aye. The motion carried.

Councilmember West made a motion to approve a Professional Services Agreement for the City of Gillette Zoning Ordinance Diagnostic, with Verdunity, in the amount of $34,990.00 (General Fund); seconded by councilmember McLeland. Councilmember Clary shared concerns and requested clarification. Administrator Cole explained that the zoning code differs from the comprehensive plan, and Verdunity would provide recommendations to align the Zoning Ordinance with the approved Comprehensive Plan. He noted that the city's Planning department lacks capacity to complete this work and Verdunity, already familiar with the Comprehensive Plan, offers the most cost-effective option. Director Muzzarelli added that the project aims to align the Housing Study, Comprehensive Plan, and Zoning Ordinance to better support developers and businesses in Gillette. Administrator Cole stated that a public hearing will be held as part of consideration of the Ordinance with the Planning Commission and City Council. Councilman west stated that his constituents shared excitement to see the zoning areas better coordinate with sections of the community and reminded the council that property owners can still request zoning changes. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Council President Carsrud made a motion to approve a Professional Services Agreement for the Design, Bidding and Construction Management Services Associated with the Heritage Village Playground Renovations Project to Second Nature Consulting, in the amount of $68,988.00 (1% Project); seconded by councilmember West. Director Muzzarelli explained that this park was one of the top priorities that needed addressed to comply with ADA access standards. All voted aye. The motion carried.

Councilmember Gross made a motion to approve a Contract Award for the ECSC Outdoor Workout Facility Project to Van Ewing Construction, Inc., in the amount of $273,579.23; seconded by councilmember West. Administrator Cole clarified that approximately 50% of the project cost was covered by Land & Water Conservation grants. Councilmember Smith expressed concern about the walking path not being accessible to individuals with disabilities. Director Wilde responded that while this specific path is not paved, many other parks in the city are, and the ECSC park itself is ADA accessible. He added that as the city updates its parks, ADA accessibility is a priority. Wilde also noted that the concept for this workout facility originated from the Parks and Beautification Board. Administrator Cole mentioned that the city plans to review the Parks and Pathways Master Plan to review accessibility across all parks. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Councilmember West made a motion to approve the Campbell County Coordinated Benefits Trust Agreement effective May 20, 2025; seconded by councilmember Gross. Attorney Brown explained that the City of Gillette, Campbell County, the School District, and the Hospital District rolled their assets together into a trust to be able to negotiate benefits for their employees. Over time, the School District and Hospital District have withdrawn from the trust. This amendment reflects the Hospital District's withdrawal. He also noted that the County Commissioners reviewed and approved the same agreement. All voted aye. The motion carried.

RESOLUTION NO. 2906
A RESOLUTION TO AMEND RESOLUTION NO. 2356 REGARDING THE METHODOLOGY TO GUIDE THE EVALUATION OF BUDGET REQUESTS FROM OUTSIDE AGENCIES AND SOCIAL SERVICE AGENCIES, AND ESTABLISHING A SUNSET PROVISION

Councilmember West moved to approve the foregoing resolution; seconded by councilmember McLeland. West then moved to amend the Resolution to increase the allocation from 5.5% to 6% for one year; however, the amendment did not receive a second. After a brief explanation from Attorney Brown, West withdrew his motion. The council discussed the matter and agreed to move forward with the original resolution to provide staff with direction in finalizing the upcoming budget for the required

public hearing notice and consideration on June 3, 2025. The mayor and council then voted on the original motion. Council members McLeland, Gross, Clary, West, and Mayor Lundvall voted aye. Council members Smith and Carsrud voted nay. The motion carried.

RESOLUTION NO. 2907
A RESOLUTION APPROVING AND AUTHORIZING THE RESUBDIVISION OF LOT 1B OF BLOCK 7, OF THE RESUBDIVISION OF LOT 1 OF BLOCK 7, COPPER RIDGE ESTATES PHASE 1, TO BE KNOWN AS LOTS 1C THROUGH 1J OF BLOCK 7, COPPER RIDGE ESTATES PHASE 1; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS

Council President Carsrud made a motion to approve the foregoing Resolution; seconded by councilmember West. All voted aye. The motion carried.

RESOLUTION NO. 2908
A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF GILLETTE TO EXECUTE A COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT BETWEEN THE WYOMING COMMUNITY DEVELOPMENT AUTHORITY, AND THE CITY OF GILLETTE

Councilmember Gross made a motion to approve the foregoing Resolution; seconded by councilmember West. Administrator Cole explained that this is a passthrough grant that the city applied for on behalf of the Council of Community Services for improvements to housing at the way station. All voted aye. The motion carried.

Ordinance 1st Reading

ORDINANCE NO. 25-14
AN ORDINANCE APPROVING AND AUTHORIZING THE VACATION OF A 10-FOOT-WIDE GAS EASEMENT ON LOT 19B, BLOCK 6, OF THE RESUBDIVISION OF LOT 19, BLOCK 6 FIRST ADDITION SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS

Council President Carsrud made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember West. Administrator Cole provided reasoning for the vacation. All voted aye. The motion carried.

ORDINANCE NO. 25-15
AN ORDINANCE TO AMEND CHAPTER 14, SECTION 14-33 OF THE GILLETTE CITY CODE TO ACCOUNT FOR THE WYOMING REPEAL GUN FREE ZONES ACT

Attorney Brown explained that the legislature passed House Bill 172, Repealing Gun Free Zones. This act permits people to carry concealed weapons city wide and in city facilities. Because of this, Section 14-33 of the Gillette City Code must be amended to comply with House Bill 172. Attorney Brown presented two options for the foregoing Ordinance. He explained that both versions account for the ability to conceal carry in City of Gillette facilities but prohibits against carrying concealed weapons into the Police Department, Municipal Courtroom, and areas with explosive materials. Version A permits open carry within city facilities, whereas Version B prohibits the open carry or display of firearms within city facilities. Councilmember West made a motion to approve version B of the foregoing Ordinance on first reading; seconded by councilmember Gross. The council then engaged in discussion, expressing various opinions and concerns about both versions. Council members McLeland, Gross, Clary, West, and Mayor Lundvall voted aye. Council members Smith and Carsrud voted nay. The motion carried to proceed with Version B of the proposed Ordinance.

Public Comment

Janene Groves spoke regarding the Heritage Village playground, stating that it is already ADA compliant and only needs repairs, not a full remodel and replacement.

Bruce Williams, Julie Price Carroll, Sheri England, Heidi Kennedy, Elaine Jessen, Dara Corkery, Lynn Davenport, Vicki Swenson, and Brady Carol spoke in support of funding Gillette Reproductive Health, and Mark Junek shared disfavor for funding Gillette Reproductive Health.

George Dunlap expressed concerns about road conditions, including potholes and current repair methods, and suggested using Municipal Bonds to pay for road repairs and the replacement of Gurley Bridge.

Rolf Arands raised the question of whether the city should be providing support to Gillette Reproductive Health because they already receive state and federal funds, and charge insurance.

Christy Gerrits explained the distinction between the Women's Resource Center and Gillette Reproductive Health, stating that the WRC exclusively provides services for pregnant women and cannot replace GRH as it does not offer the same services.

Administrator's Report

Administrator Cole announced that the city will be hosting a public meeting that will be held on May 21, 2025, at 5:30 p.m. in the 2nd floor Community Room for the purpose of reviewing the Donkey Creek Drainage and Dalbey Park Improvements draft studies. He encouraged the public to attend.

Executive Session

Council President Carsrud made a motion to go into Executive Sessions for Real Estate Pursuant to W.S. 16-4-405(a)(vii); seconded by councilmember Clary. All voted aye. The motion carried.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 9:00 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, June 3, 2025, in the City Hall Council Chambers.

_____

Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____

Alicia Allen, City Clerk
Publication Date: May 27, 2025

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

ORDINANCE 2ND READING
Council Consideration of an Ordinance Approving and Authorizing the Vacation of a 10-foot-wide Gas Easement on Lot 19B, Block 6, of the Resubdivision of Lot 19, Block 6 First Addition Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Approving and Authorizing the Vacation of a 10-foot-wide Gas Easement on Lot 19B, Block 6, of the Resubdivision of Lot 19, Block 6 First Addition Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

PROJECT NUMBER:

PL2025-0011 202 S Gillette Avenue

CASE BACKGROUND:

(1ST READING VOTE 7/0)

The applicant is requesting the vacation of an existing 10-foot-wide Gas Easement located at 202 S Gillette Ave; more specifically, 35.2'x10' easement, totaling 325 sq. ft. that is along the north and west property line.

A locates request indicated that the easement is free of existing utilities. The property owner is aware that if there is a gas meter within that easement, it will need to be relocated. The following city divisions reviewed the proposed vacation and find no issues with it: Planning, GIS, Engineering, Wastewater, Water, Electrical, and the Fire Department.

This case was approved by the Planning Commission during their May 13, 2025, meeting with a vote of 4/0.

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:
Ordinance
Vicinity Map
Easement Vacate Preliminary Plat
Planning Requirements
Planning Commission Minutes - May 13, 2025

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE VACATION OF A 10-FOOT-WIDE GAS EASEMENT ON LOT 19B, BLOCK 6, OF THE RESUBDIVISION OF LOT 19, BLOCK 6 FIRST ADDITION SUBDIVISION; 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 Earl and Dee McClure, property owner of Lot 19B, Block 6, of the Resubdivision of Lot 19, Block 6 First Addition Subdivision, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the vacation of the 10 ft. wide Gas Easement located at 202 S Gillette Ave; more specifically, 35.2'x10' easement, totaling 325 sq. ft. that is along the north and west property line, as contained entirely within Lot 19B, Block 6, of the Resubdivision of Lot 19, Block 6 First Addition Subdivision, as recorded by the Campbell County Clerk in Book 10 of Plats, Page 460, will not abridge or destroy any of the rights and privileges of the other landowners in the Resubdivision of Lot 19, Block 6 First Addition Subdivision; and further finds that the vacation is in the best interest of the City of Gillette. For a more detailed location of the vacation see the attached Exhibit Map.

SECTION TWO.

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

SECTION THREE. This ordinance shall be in full force and effect on its effective date, June 17, 2025.

PASSED, APPROVED AND ADOPTED THIS 17th day of June, 2025.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

STATE OF WYOMING)
)ss.
County of Campbell)

On this ___ day of _____, 2025, 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: _____

Easement Vacation - 202 S Gillette Ave



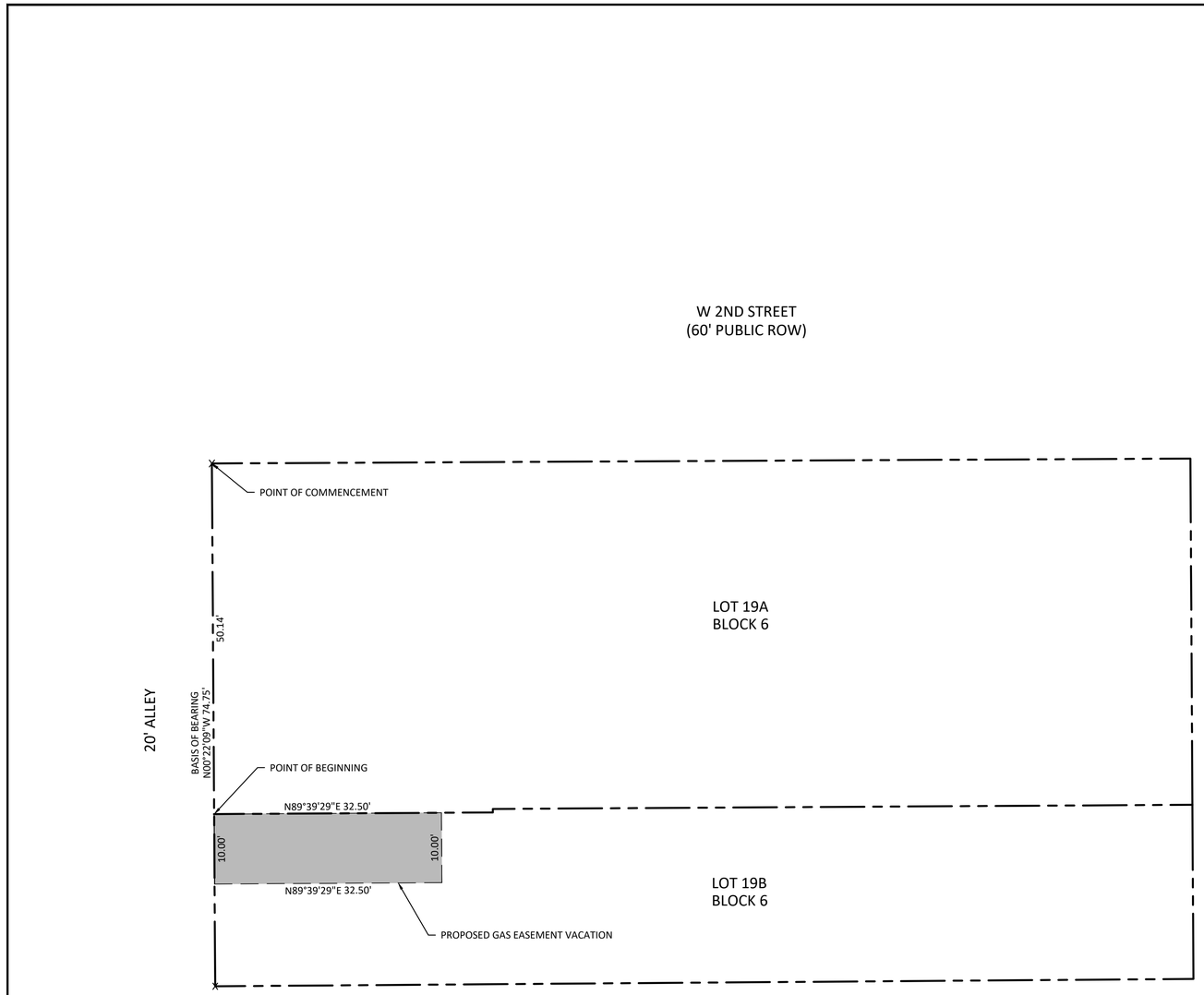
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

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

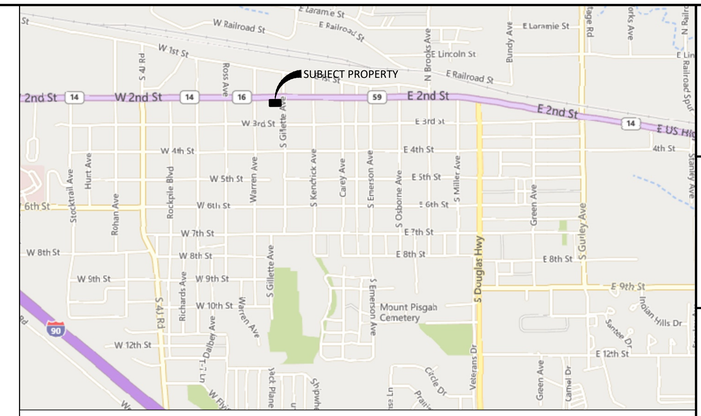
April 24, 2025



LEGEND

X (FOUND) CHISELED "X" IN CONCRETE

PROPOSED GAS EASEMENT VACATION



VICINITY MAP
1"=1000'

GAS EASEMENT VACATION

BEING SITUATED IN A PORTION OF LOT 19B,
OF THE RESUBDIVISION OF LOT 19, BLOCK 6 FIRST ADDITION
CAMPBELL COUNTY, WYOMING

LEGAL DESCRIPTION

THE FOLLOWING METES AND BOUNDS DESCRIPTION IS FOR A GAS EASEMENT VACATION SITUATED IN LOT 19B, BLOCK 6, OF THE RESUBDIVISION OF LOT 19, BLOCK 6 FIRST ADDITION, AS RECORDED IN BOOK 10 OF PLATS, PAGE 460 AT THE CAMPBELL COUNTY CLERK AND RECORDERS OFFICE, BEING SITUATED IN A PORTION OF THE SW1/4, OF SECTION 22, TOWNSHIP 50 NORTH, RANGE 72 WEST, OF THE SIXTH PRINCIPAL MERIDIAN, CAMPBELL COUNTY, WYOMING, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 19A OF SAID RESUBDIVISION OF LOT 19, BEING A CHISELED "X" IN CONCRETE, FROM WHICH THE SOUTHWEST CORNER OF LOT 19B OF SAID RESUBDIVISION, BEING A CHISELED "X" IN CONCRETE, BEARS S0°22'09"E, 74.75 FEET, WHICH IS THE BASIS OF BEARING; THENCE S0°22'09"E ALONG THE WEST BOUNDARY LINE OF SAID LOT 19A, 50.14 TO THE NORTHWEST CORNER OF SAID LOT 19B AND BEING THE POINT OF BEGINNING OF THIS GAS EASEMENT VACATION DESCRIPTION; THENCE N89°39'29"E, ALONG THE NORTH BOUNDARY LINE OF SAID LOT 19B, 32.50 FEET; THENCE S0°22'09"E, 10.00 FEET; THENCE S89°39'29"W, AND PARALLEL WITH THE NORTH BOUNDARY LINE OF SAID LOT 19B, 32.50 TO INTERSECT WITH THE WEST BOUNDARY OF SAID LOT 19B; THENCE N0°22'09"W ALONG THE WEST BOUNDARY OF SAID LOT 19B, 10.00 FEET TO THE POINT OF BEGINNING OF THIS GAS EASEMENT VACATION DESCRIPTION, CONTAINING .007 ACRES, MORE OR LESS, AND SUBJECT TO ALL EASEMENTS, RIGHTS-OF-WAY, AND RESTRICTIONS OF RECORD.

STATE OF WYOMING)
COUNTY OF NATRONA) SS

I, Travis D. Ferguson, a Professional Land Surveyor of the State of Wyoming, do hereby state that the above described easement was surveyed under my direction by Travis L. Hiatt on February 8, 2025 and that the accompanying map is correct to the best of my knowledge.

Professional Land Surveyor
TRAVIS D. FERGUSON
20798
Date
WYOMING

PRELIMINARY

SCALE: 1"= 10'

10' 0 10'

5'

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S&S BUILDERS LLC
ICE CREAM CAFE EXPANSION
GILLETTE, WY

GAS EASEMENT VACATION

REV	DATE	DESCRIPTION	DWN

PROJECT NUMBER 24642 LS
CHECKED BY TDF
DRAWN BY DCS
SCALE HORZ. 1"=10' VERT.
BOOK 1356
PAGE 52
DATE APRIL 2, 2025
SHEET

FILE NAME: 24642-LS Easement Vacate.dwg

ANY USE, REUSE, OR CADD ADAPTATION OF THIS DRAWING OTHER THAN FOR THE SPECIFIC PURPOSE INTENDED BY ANYONE, WITHOUT WRITTEN AUTHORIZATION FROM THE ENGINEER, WILL BE AT THE CLIENT'S RISK AND FULL LEGAL RESPONSIBILITY.

P:\24642-LS SS BUILDERS 202 S Gillette Easement Vacate\DWG\24642-LS Easement Vacate.dwg, 22X34, 4/2/2025 1:31:42 PM

Planning Requirements

PL2025-0011 | Easement Vacation | 202 S Gillette Ave

The Planning Requirements are as follows:

1. All comments in EnerGov will be addressed.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ May 13, 2025 ~ 5:15 pm

PRESENT

Commission Members Present: Vice-Chair Ryan Conklin, Richard Cone, Ian Scott, and Jack Colson.

Commission Members Absent: Chair Shaun Hottell, Cristal Pratt, and Matthew Nelson.

Staff Present: Shannon Stefanick, City Planner; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Vice-Chair Ryan Conklin called the meeting to order at 5:19 p.m.

APPROVAL OF THE MINUTES

A motion was made by Richard Cone to approve the meeting minutes of April 8, 2025, and the workshop minutes of April 14, 2025. Ian Scott seconded the motion. Motion carried 4/0.

Case No. PL2025-0010 MINOR SUBDIVISION 4508 Westover Rd

The applicant proposes to subdivide an existing 7.24-acre parcel into seven individual lots. The subject property is currently undeveloped. The smallest of the proposed lots, designated as Lot 1C, encompasses 0.46 acres, while the largest, Lot 1F, comprises 1.5 acres.

The property located at 4508 Westover Road is currently zoned R-4, Multi-Family Residential. In accordance with the R-4 zoning district standards, the minimum lot size for a single-family dwelling is 6,000 square feet (approximately 0.137 acres), with reduced area requirements applicable to multi-family dwellings on a per-unit basis. Additionally, the minimum lot width is 50 feet. All proposed lots meet or exceed these zoning requirements.

Pursuant to the City of Gillette Subdivision Regulations for residentially zoned properties, installation of water and sanitary sewer services to each lot is required prior to the filing of the final plat. The cost of these improvements shall be the responsibility of the developer. Access to City utilities—including water, sanitary sewer, and electric—is readily available along Westover Road.

Shannon Stefanick said the Planning Division received a few inquiries who were concerned if apartment buildings were going to be built on the lots. Ms. Stefanick said she let the citizens know that if apartments were proposed to be built at that location, that would need to come before the Planning Commission again. Ms. Stefanick also said she let them know there had been no conversation about an apartments building being built thus far.

Vice-Chair Conklin asked if there were any comments or questions for staff.

There being no further comments or questions, Jack Colson made a motion to approve the case, and Ian Scott seconded. The Motion carried 4/0.

Case No. PL2025-0011 – EASEMENT VACATION – 202 S. Gillette Ave.

The applicant is requesting the vacation of an existing 10-foot-wide Gas Easement located at 202 S Gillette Ave; more specifically, 35.2'x10' easement, totaling 325 sq. ft. that is along the north and west property line. A locates request indicated that the easement is free of existing utilities. The property owner is aware that if there is a gas meter within that easement, it will need to be relocated. The following city divisions reviewed the proposed vacation and find no issues with it: Planning, GIS, Engineering, Wastewater, Water, Electrical, and the Fire Department.

Shannon Stefanick said the Planning Division received a few calls about the case, but none had any issues with it once they were informed what the easement vacation was.

Vice-Chair Conklin asked if there were any comments or questions for staff.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Richard Cone seconded. The Motion carried 4/0.

OLD BUSINESS

None.

NEW BUSINESS

Shannon Stefanick said the next regular meeting will be June 10, 2025.

ADJOURNMENT

The meeting was adjourned at 5:26 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.

DRAFT

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

ORDINANCE 3RD READING
An Ordinance Establishing Article VIII, Section 4-44 of the Gillette City Code Regarding the Trap-Neuter Release Program for Certain Cats in the City of Gillette.

SUGGESTED ACTION:

I Move for Approval of the Ordinance Establishing Article VIII, Section 4-44 of the Gillette City Code Regarding the Trap-Neuter Release Program for Certain Cats in the City of Gillette.

CASE BACKGROUND:

1ST READING COUNCIL VOTE: 5/1
2ND READING COUNCIL VOTE: 7/0

This ordinance multiple presentations on the City's budgeted and proposed trap-neuter release program. The goal of this ordinance is to address the rise and proliferation of feral cats within city limits.

The proposed ordinance modifies Chapter Four in several respects. Most importantly, it provides a mechanism for individuals to report feral cats for animal shelter staff or other certified professionals to trap, spay or neuter, and return the feline to its original location. In conjunction, this ordinance also provides a narrow exception to the City's at large, stray, and abandonment regulations.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
TNR Ordinance

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING ARTICLE VIII, SECTION 4-44 OF THE GILLETTE CITY CODE REGARDING THE TRAP-NEUTER RELEASE PROGRAM FOR CERTAIN CATS IN THE CITY OF GILLETTE.

RECITAL: the Governing Body of the City of Gillette desires to add Article VIII, Section 4-44, to Chapter 4 of the Gillette City Code to address certain issues regarding feral cats with the City of Gillette, Wyoming.

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

SECTION ONE. Chapter 4, Article VIII, Section 4-44, of the Gillette City Code is hereby established to read as follows:

Article VIII. Trap Neuter Release

§4-44 Trap Neuter Release of Community Cats

A. Authority:

Authority is granted to cities and towns by Wyoming Statute 15-1-103(a)(xiv) to regulate animals within the city and to provide for the operation of animal control and animal shelter services.

B. Definitions:

(i) Alter or Altered: to render an animal incapable of reproducing, by medically safe standards.

(ii) Community Cat: any free roaming cat lacking any identifiable evidence of ownership that has access to adequate food, water, and shelter as evidenced by the general body conditions of the cat or any cat that may be cared for by one or more residents of the immediate area, either known or unknown, and may or may not be socialized. Community cats are exempt from any stray or at large provisions, licensing, or limits.

(iii) Community Cat Caregiver: a person who provides care to a cat including providing food, shelter, or medical care. A Community Cat Caregiver shall not be considered an Owner, of a Community Cat for purposes of this Section.

(iv) Ear-tip or tipping: the removal of the one-quarter-inch tip of a cat's left ear under this section, performed while the cat is under anesthesia, to identify the community cat as being altered and lawfully vaccinated for rabies prior to release.

(v) Humane Trap: a device designed to capture or contain an animal without causing injury to the animal.

C. Trap Neuter Release (TNR) for Community Cats.

(i) The City of Gillette ("City) recognizes the need for innovation in addressing the issues presented by community cats. The City has determined that **Trap Neuter-Release** (TNR) is the most effective and humane method to manage and reduce the population of feral or ownerless cats within the community. Community Cat Caregivers, animal welfare organizations, local veterinarians, animal control officers and other City staff shall be authorized to carry out TNR steps and goals. Each cat taken in under this section shall be Ear Tipped, Altered, and receive at least one vaccination against rabies. This Section shall not apply to pet cats who are microchipped or have other accessible up to date owner identification, or cats who are deemed to be well socialized or are otherwise eligible to be adopted when deemed appropriate by the Gillette Animal Control and Services.

(ii) In accordance with the initiative created by this Section, the following actions shall be permitted in the City in conjunction with TNR:

1. Placing a Humane Trap, for the sole purpose of Altering, vaccinating for rabies and Ear-Tipping community cats under the supervision of a licensed veterinarian;

2. After receiving any necessary veterinary care, an Ear-Tipped Community Cat received by the City animal shelter or other certified professional shall be returned to the location where the cat was originally trapped; and

3. Community Cat Caregivers are authorized to reclaim impounded community cats without proof of ownership solely for the purpose of carrying out trap-neuter-return and/or returning Ear-Tipped Community Cats to their original locations.

(iii) Community Cats shall be exempt from any licensing, limits, stray, abandonment and at-large provisions of this Chapter.

(iv) Community Cats that disturb the peace by habitually or repeatedly destroying, desecrating, or soiling private property may be considered a nuisance pursuant to Gillette City Code 4-10.

1. Gillette Animal Control and Services shall investigate any alleged violation of this Section, or in conjunction with any other section of this Chapter, upon receipt of statements of complaint. The form for a complaint under this Section will be provided by Gillette Animal Control free of charge. Such form must specify the address or location of the alleged violation, the nature of the issue, the time and date(s) of the concern, and a description of the cat(s), at a minimum.

First Reading: May 6, 2025.
Second Reading: _____.
PASSED AND APPROVED on Third and Final Reading this _____ day of _____ 2025.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record
Date: _____
Signed: _____

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

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 Transfers
UMB Bank

Expenditure Approval Report
Check Approval Date of 06/03/2025

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
4555-ATLAS OFFICE PRODUCTS		
190414	OFFICE SUPPLY INVENTORY	352.18
190415	OFFICE SUPPLY INVENTORY	104.70
190416	OFFICE SUPPLY INVENTORY	201.93
190417	OFFICE SUPPLY INVENTORY	1,042.01
	VENDOR TOTAL:	**1,700.82**
1511-NORCO INC		
190473	OFFICE SUPPLY INVENTORY	158.64
190475	OFFICE SUPPLY INVENTORY	649.72
	VENDOR TOTAL:	**808.36**
2300-WESTERN STATIONERS		
190493	OFFICE SUPPLY INVENTORY	266.00
190494	OFFICE SUPPLY INVENTORY	680.00
190495	OFFICE SUPPLY INVENTORY	299.25
190496	OFFICE SUPPLY INVENTORY	165.10
	VENDOR TOTAL:	**1,410.35**
	DIVISION TOTAL:	**3,919.53**
	DEPARTMENT TOTAL:	**3,919.53**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
2431-WYOMING ASSOCIATION MUNICIPALITIES		
190280	CONVENTON REGISTRATION - M COLE AND H GROSS	260.00
	VENDOR TOTAL:	**260.00**
	DIVISION TOTAL:	**260.00**
02-ADMINISTRATION		
2431-WYOMING ASSOCIATION MUNICIPALITIES		
190280	CONVENTON REGISTRATION - M COLE AND H GROSS	260.00
190281	WYOCMA WORKSHOP REGISTRATION - M COLE	30.00
	VENDOR TOTAL:	**290.00**
	DIVISION TOTAL:	**290.00**
04-SPECIAL PROJECTS		
1077-ARCHITECTURAL SPECIALTIES LLC		
190303	CITY POOL SUPPLIES	42.04
190305	CITY POOL SUPPLIES	99.24
	VENDOR TOTAL:	**141.28**
1285-CAMPBELL COUNTY PUBLIC LAND BOARD CAMPLEX		
190331	FY24/25 MOU REQUEST #1	5,834.75
190332	FY24/25 CAPITAL FUNDING REQUEST #3	187,479.32
	VENDOR TOTAL:	**193,314.07**
1858-FIREMASTER DEPT 1019		
190302	FIRE EXTINGUISER FOR CITY POOL	125.00
	VENDOR TOTAL:	**125.00**
1511-NORCO INC		
190301	POOL SUPPLIES	2,335.03
	VENDOR TOTAL:	**2,335.03**
5141-RON TURLEY ASSOCIATES INC		
190275	FLEET ANALYSIS	1,988.00
	VENDOR TOTAL:	**1,988.00**
	DIVISION TOTAL:	**197,903.38**
	DEPARTMENT TOTAL:	**198,453.38**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
4458-EMPLOYMENT TESTING CENTER OF WYOMING		
190309	RTW, URN45	870.00
	VENDOR TOTAL:	**870.00**
	DIVISION TOTAL:	**870.00**
	DEPARTMENT TOTAL:	**870.00**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
1082-ARROW PRINTING AND GRAPHICS INC		
190276	BUSINESS CARDS - C NEVILLE	104.75
	VENDOR TOTAL:	**104.75**
55555-MISC EMPLOYEE VENDOR		
190435	TUITION REIMBURSEMENT	403.00
	VENDOR TOTAL:	**403.00**
	DIVISION TOTAL:	**507.75**
26-CUSTOMER SERVICE		
1395-COLLECTION PROFESSIONALS GILLETTE		
190278	APRIL 2025 COLLECTIONS	1,020.60
	VENDOR TOTAL:	**1,020.60**
3369-POSTAL PROS SOUTHWEST INC		
190277	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	2,652.40
190345	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	3,837.55
	VENDOR TOTAL:	**6,489.95**
	DIVISION TOTAL:	**7,510.55**
34-INFORMATION TECHNOLOGY		
1358-CENTURYLINK		
190343	LONG DISTANCE SERVICE	163.91
	VENDOR TOTAL:	**163.91**
1821-IT OUTLET INC		
190344	FIBER SFP MODULES	2,018.72
	VENDOR TOTAL:	**2,018.72**
5142-M3V DATA MANAGEMENT, LLC		
190391	SDS SOFTWARE	6,986.50
	VENDOR TOTAL:	**6,986.50**
2824-MAGNET FORENSICS USA, INC		
190342	MAGNET GRAYKEY	12,410.00
	VENDOR TOTAL:	**12,410.00**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
34-INFORMATION TECHNOLOGY		
55555-MISC EMPLOYEE VENDOR		
190366	TRAVEL RIEMBURSEMENT	175.00
	VENDOR TOTAL:	**175.00**
5139-THIRDLINE, INC		
190224	THIRDLINE FOR MUNIS	9,663.00
	VENDOR TOTAL:	**9,663.00**
	DIVISION TOTAL:	**31,417.13**
	DEPARTMENT TOTAL:	**39,435.43**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
4481-BALCO UNIFORM CO., INC		
190265	BULLET PROOF VEST - ROZIER AND TREBBY	3,779.80
190298	OFFICE EQUIPMENT	380.30
	VENDOR TOTAL:	**4,160.10**
2477-CAMPBELL COUNTY JUVENILE PROBATION		
190258	UA TESTING	1,210.88
	VENDOR TOTAL:	**1,210.88**
1368-CHILDREN'S HOME SOCIETY		
190259	FORENSIC TESTING	150.00
190260	FORENSIC INTERVIEW	150.00
	VENDOR TOTAL:	**300.00**
5134-COURTNEY LORRAINE FULGINITI		
190299	DUI BLOOD DRAW	75.00
	VENDOR TOTAL:	**75.00**
2597-CRAIG FURMAN		
190266	DUI BLOOD DRAW	75.00
	VENDOR TOTAL:	**75.00**
3034-DERRIC CULEY		
190300	DUI BLOOD DRAW	75.00
	VENDOR TOTAL:	**75.00**
5140-EA SITE SERVICES, LLC		
190295	FIREARMS	720.00
	VENDOR TOTAL:	**720.00**
1916-GALLS INC		
190294	UNIFORMS - J JOHNSON	484.90
	VENDOR TOTAL:	**484.90**
55555-MISC EMPLOYEE VENDOR		
190364	TRAVEL RIEMBURSEMENT	88.90
190365	TRAVEL RIEMBURSEMENT	88.90
	VENDOR TOTAL:	**177.80**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL		
190296	TRAINING - E HAYES AND C HENSON	2,913.85
	VENDOR TOTAL:	**2,913.85**
4230-UNIVERSAL ATHLETIC LLC		
190297	CAMP POSTCARD SHIRTS	329.16
	VENDOR TOTAL:	**329.16**
4865-WYOMING CENTER FOR CLINICAL EXCELLENCE		
190261	PD COUNSELING	200.00
190262	PD COUNSELING	200.00
190263	PD COUNSELING	200.00
190264	PD COUSELING	200.00
	VENDOR TOTAL:	**800.00**
	DIVISION TOTAL:	**11,321.69**
	DEPARTMENT TOTAL:	**11,321.69**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
1040-ALSCO		
190210	RUG CLEANING	46.10
190211	RUG CLEANING	42.89
190213	RUG CLEANING	57.75
190218	RUG CLEANING	19.82
190219	RUG CLEANING	42.89
190220	RUG CLEANING	46.10
	VENDOR TOTAL:	**255.55**
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION		
190290	HVAC INSPECTIONS AT WAREHOUSE	813.36
	VENDOR TOTAL:	**813.36**
3690-PRO WINDMILL INC		
190291	BUILDING PEST SPRAYING	175.00
	VENDOR TOTAL:	**175.00**
	DIVISION TOTAL:	**1,243.91**
50-PUBLIC WORKS ADMIN		
4148-TERRY SJOLIN		
190403	SCHEDULING FOR THE FIELDS	1,025.00
	VENDOR TOTAL:	**1,025.00**
	DIVISION TOTAL:	**1,025.00**
51-PARKS		
1040-ALSCO		
190216	UNIFORM CLEANING	48.32
190222	UNIFORM CLEANING	47.88
	VENDOR TOTAL:	**96.20**
4057-BEACON ATHLETICS LLC		
190419	PARKS * PITCHING MOUND* JANIE	8,791.00
	VENDOR TOTAL:	**8,791.00**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
55555-MISC EMPLOYEE VENDOR		
190367	FY24/25 SEASONAL SAFETY BOOTS REIMBURSEMENT	100.00
190368	FY24/25 SEASONAL SAFETY BOOTS REIMBURSEMENT	83.99
190369	FY24/25 SEASONAL SAFETY BOOTS REIMBURSEMENT	100.00
190370	FY24/25 SEASONAL SAFETY BOOTS REIMBURSEMENT	100.00
	VENDOR TOTAL:	**383.99**
1919-PAINTBRUSH SEWER & DRAIN		
190359	PORTA TOILETS AT CITY PARKS	1,051.00
	VENDOR TOTAL:	**1,051.00**
2349-TRUGREEN CHEMLAWN		
190285	HWY 14/16 WEED SPRAYING	2,136.00
190286	HWY 59 WEED SPRAYING	1,352.00
	VENDOR TOTAL:	**3,488.00**
2400-WYOMING WATER SOLUTIONS		
190293	WATER AT ECSC	121.50
	VENDOR TOTAL:	**121.50**
	DIVISION TOTAL:	**13,931.69**
54-STREETS		
1040-ALSCO		
190214	UNIFORM CLEANING	70.28
	VENDOR TOTAL:	**70.28**
1802-SIMON CONTRACTORS		
190287	C CHIPS	614.64
190288	ROCK	340.00
190289	ROCK	370.00
190340	ROCK	350.00
190341	PARTS	380.00
	VENDOR TOTAL:	**2,054.64**
	DIVISION TOTAL:	**2,124.92**
	DEPARTMENT TOTAL:	**18,325.52**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
55555-MISC EMPLOYEE VENDOR		
190388	TRAVEL REIMBURSEMENT	14.62
190389	TRAVEL REIMBURSEMENT	340.20
	VENDOR TOTAL:	**354.82**
	DIVISION TOTAL:	**354.82**
62-TRAFFIC SAFETY		
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
190361	SIGNAL MAINTENANCE	1,000.00
190362	REPAIR CONTROLLER ON FLASHING STOP SIGNS	770.00
190363	REPLACE OLD SCHOOL LIGHT	958.76
	VENDOR TOTAL:	**2,728.76**
	DIVISION TOTAL:	**2,728.76**
	DEPARTMENT TOTAL:	**3,083.58**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
31-CITY CLERK/PRINT SHOP		
1482-NEWS RECORD		
190272	APRIL 2025 LEGAL ADVERTISING	7,367.90
	VENDOR TOTAL:	**7,367.90**
	DIVISION TOTAL:	**7,367.90**
32-JUDICIAL		
4966-APRIL SHIPPY		
190279	INTERPRET	20.00
	VENDOR TOTAL:	**20.00**
	DIVISION TOTAL:	**20.00**
65-PUBLIC AFFAIRS ADMINISTRATION		
1482-NEWS RECORD		
190271	APRIL 2025 ADVERTISING	1,500.42
	VENDOR TOTAL:	**1,500.42**
	DIVISION TOTAL:	**1,500.42**
	DEPARTMENT TOTAL:	**8,888.32**
	FUND TOTAL:	**284,297.45**

Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
1450-HDR ENGINEERING INC		
190406	CAM-PLEX WASTEWATER LIFT STATI	53,124.36
	VENDOR TOTAL:	**53,124.36**
1511-NORCO INC		
190469	PARKS * DOG WASTE STATIONS * JANIE	2,174.43
190470	PARKS * DOG WASTE STATIONS * JANIE	15,945.82
	VENDOR TOTAL:	**18,120.25**
2020-PLANT SHACK		
190478	2025 FLOWER ORDER	28,863.00
	VENDOR TOTAL:	**28,863.00**
2033-POWDER RIVER CONSTRUCTION		
190307	FOOTHILLS BLVD SMALL PATCH REPAIR	7,160.00
190308	CLIFF DAVIS SMALL PATCH REPAIR	56,933.25
	VENDOR TOTAL:	**64,093.25**
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
190360	PULLING FIBER 6TH/BURMA	2,628.63
	VENDOR TOTAL:	**2,628.63**
3885-SAWTOOTH MATERIALS		
190479	PARKS * REDWOOD * JANIE	2,800.00
	VENDOR TOTAL:	**2,800.00**
2363-WWC ENGINEERING		
190404	2025 ALLEY PROJECT	9,887.50
	VENDOR TOTAL:	**9,887.50**
	DIVISION TOTAL:	**179,516.99**
	DEPARTMENT TOTAL:	**179,516.99**
	FUND TOTAL:	**179,516.99**

Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
70-UTILITIES		
72-MADISON WATER LINE		
5068-ULYSSES RILEY		
190346	PERMANENT UTILITY AND TEMPORARY CONST EASEMENT	2,902.65
	VENDOR TOTAL:	**2,902.65**
	DIVISION TOTAL:	**2,902.65**
	DEPARTMENT TOTAL:	**2,902.65**
	FUND TOTAL:	**2,902.65**

Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
1040-ALSCO		
190215	UNIFORM CLEANING	20.14
	VENDOR TOTAL:	**20.14**
	DIVISION TOTAL:	**20.14**
	DEPARTMENT TOTAL:	**20.14**
	FUND TOTAL:	**20.14**

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1684-DRM INC		
190268	ISNTALL FIRE HYDRANT	6,918.46
	VENDOR TOTAL:	**6,918.46**
4864-EDI MENDOZA		
190283	CONCRETE REPAIR	4,200.00
190387	CONCRETE REPAIR	14,550.00
	VENDOR TOTAL:	**18,750.00**
1422-GILLETTE CONTRACTORS SUPPLY INC		
190434	WATER * ASCO * COOPER	160.41
190436	WATER * PRDF * COOPER	854.93
190440	WATER * WRENCH * ELI	43.30
	VENDOR TOTAL:	**1,058.64**
1424-MUNICIPAL TREATMENT EQUIPMENT		
190270	PARTS	585.56
	VENDOR TOTAL:	**585.56**
1511-NORCO INC		
190267	ORANGE VEST	15.25
	VENDOR TOTAL:	**15.25**
2554-QUALITY AGG AND CONSTRUCTION INC		
190269	J-BASE	1,415.12
	VENDOR TOTAL:	**1,415.12**
2198-STUART C. IRBY CO		
190480	WATER - PARTS ORDER * ELI	274.32
	VENDOR TOTAL:	**274.32**
	DIVISION TOTAL:	**29,017.35**
	DEPARTMENT TOTAL:	**29,017.35**
	FUND TOTAL:	**29,017.35**

Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
189589	UE 16548 500 CHURCH	18.46
189590	UE 11538 2404 FOOTHILLS	33.75
189591	UE 32790 4532 RUNNING W	176.47
189592	UE 44396 5700 DOUGLAS	122.18
189593	UE 18398 1301 9TH	96.94
189594	UE 8942 1009 RICHARDS	54.51
189595	UE 35440 717 EXPRESS	72.06
189596	UE 14464 708 LINCOLN	153.53
189597	UE 24990 600 GARNER LAKE	20.17
189598	UE 11394 811 MOUNTAIN VIEW	117.34
189599	UE 32552 4522 RUNNING W	141.22
189600	UE 15238 56 CONSTITUTION	131.79
189601	UE 35302 713 EXPRESS	36.11
189602	UE 31600 1800 HARVEST MOON	17.13
189603	UE 18629 2712 SASSICK	104.27
189604	UE 9770 236 WESTHILLS	145.12
189605	UE 8342 310 ROHAN	171.45
189606	UE 42452 203 TALISKER	76.63
189607	UE 17192 205 OVERLAND	161.01
189608	UE 11542 2404 FOOTHILLS	29.70
189609	UE 11334 805 MOUNTAIN VIEW	147.18
189610	UE 20698 8601 PTARMIGAN	146.54
189611	UE 12608 923 MOUNTAIN VIEW	27.03
189612	UE 14264 602 LARAMIE	177.18
189613	UE 8392 503 HUNT	134.22
189614	UE 27246 1001 DESERT HILLS	144.14
189615	UE 39742 3907 ARIEL	132.66
189616	UE 32858 4534 RUNNING W	151.16
189617	UE 42384 216 COLLEGE PARK	106.71

Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
189618	UE 13784 311 BROOKS	171.17
189619	UE 18378 915 CHURCH	115.99
189620	UE 32708 4528 RUNNING W	123.12
189621	UE 9770 236 WESTHILLS	5.53
189622	UE 32576 4522 RUNNING W	128.10
189623	UE 24376 1801 WARLOW	126.98
189624	UE 9680 213 WESTHILLS	71.70
189625	UE 28842 7490 ROBIN	114.67
189626	UE 10118 628 OVERDALE	50.24
189627	UE 32444 4518 RUNNING W	43.59
189628	UE 35500 719 EXPRESS	88.92
189629	UE 3732 201 BOXELDER	7.57
189630	UE 18798 1027 GURLEY	339.02
189631	UE 11526 2404 FOOTHILLS	99.43
189632	UE 2066 309 CAREY	165.51
189633	UE 11862 117 FOX	82.44
189634	UE 37462 2101 EVENING SHADOW	232.16
189635	UE 41462 4516 LEXINGTON	560.87
189636	UE 8486 1211 SHIP WHEEL	85.90
189637	UE 9752 335 WESTHILLS	56.30
	VENDOR TOTAL:	**5,715.87**
	DIVISION TOTAL:	**5,715.87**
	DEPARTMENT TOTAL:	**5,715.87**

Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
1447-ANIXTER POWER SOLUTIONS		
190410	FR CLOTHING	178.74
190411	FR T-SHIRTS	1,604.42
	VENDOR TOTAL:	**1,783.16**
3004-DEPARTMENT OF ENERGY		
190337	APRIL 2025 ENERGY	62,800.06
	VENDOR TOTAL:	**62,800.06**
3493-FREMONT MOTOR LANDER INC		
190500	3/4 TON 4WD EXT CAB PICKUPS	0.00
190502	3/4 TON 4WD EXT CAB PICKUPS	47,117.00
	VENDOR TOTAL:	**47,117.00**
5078-PARTSONE LLC		
190317	PARTS	14.52
	VENDOR TOTAL:	**14.52**
2035-POWDER RIVER ENERGY CORPORATION		
190338	MARCH 2025 69KV WHEELING	5,250.00
190339	APRIL 2025 69KV WHEELING	5,250.00
	VENDOR TOTAL:	**10,500.00**
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
190486	FR T-SHIRTS	523.55
	VENDOR TOTAL:	**523.55**
	DIVISION TOTAL:	**122,738.29**
	DEPARTMENT TOTAL:	**122,738.29**
	FUND TOTAL:	**128,454.16**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1040-ALSCO		
190212	UNIFORM CLEANING	146.58
190221	UNIFORM CLEANING	146.58
	VENDOR TOTAL:	**293.16**
1165-BIG D SANITATION		
190348	PORTA TOILET	250.00
190349	PORTA TOILET	250.00
190350	PORTA TOILET	250.00
190351	PORTA TOILET	250.00
190352	PORTA TOILET	250.00
190353	PORTA TOILET	250.00
190354	PORTA TOILET	250.00
190355	PORTA TOILET	250.00
190356	PORTA TOILET	250.00
	VENDOR TOTAL:	**2,250.00**
2442-DAVIS & CANNON LLP		
190347	DEFEND CLAIMS FOR BREACH OF CONTRACT	247.50
	VENDOR TOTAL:	**247.50**
5067-ELITE INDUSTRIAL LLC		
190306	VIBRATION TEST ON BLOWER MOTORS	1,500.00
	VENDOR TOTAL:	**1,500.00**
1792-ENERGY LABORATORIES INC		
190284	TESTING	34.80
	VENDOR TOTAL:	**34.80**
3493-FREMONT MOTOR LANDER INC		
190500	3/4 TON 4WD EXT CAB PICKUPS	47,117.00
190502	3/4 TON 4WD EXT CAB PICKUPS	0.00
	VENDOR TOTAL:	**47,117.00**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1450-HDR ENGINEERING INC		
190405	WWTP PHASE II PROJECTS	31,149.80
	VENDOR TOTAL:	**31,149.80**
5015-THATCHER COMPANY, INC.		
190357	CHEMICALS	20,596.55
190358	CHEMICALS	7,526.74
	VENDOR TOTAL:	**28,123.29**
2263-WASTE CONNECTIONS OF WYOMING		
190310	DISPOSAL	1,240.80
	VENDOR TOTAL:	**1,240.80**
	DIVISION TOTAL:	**111,956.35**
	DEPARTMENT TOTAL:	**111,956.35**
	FUND TOTAL:	**111,956.35**

Invoice Number	Invoice Description	Amount
601-CITY WEST FUND		
50-PUBLIC WORKS		
39-CITY WEST BUILDING MAINT		
1077-ARCHITECTURAL SPECIALTIES LLC		
190304	HEATED VEHICLE STORAGE DOOR REPAIR	375.00
	VENDOR TOTAL:	**375.00**
2300-WESTERN STATIONERS		
190492	BUILDING MAINTENANCE * DESK * JEFF	3,256.00
	VENDOR TOTAL:	**3,256.00**
	DIVISION TOTAL:	**3,631.00**
	DEPARTMENT TOTAL:	**3,631.00**
	FUND TOTAL:	**3,631.00**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1447-ANIXTER POWER SOLUTIONS		
190408	ELECTRICAL INVENTORY	48.00
190409	ELECTRICAL INVENTORY	34.00
190412	ELECTRICAL INVENTORY (PROJECT PLUS MAX)	450.00
190413	ELECTRICAL INVENTORY	226.16
	VENDOR TOTAL:	**758.16**
4333-BARCO MUNICIPAL PRODUCTS, INC		
190418	TRAFFIC SAFETY INVENTORY S/P PER NAOMI	2,463.20
	VENDOR TOTAL:	**2,463.20**
1197-BORDER STATES ELECTRIC		
190421	ELECTRICAL INVENTORY	196.00
190422	ELECTRICAL INVENTORY	392.00
190423	ELECTRICAL INVENTORY (PROJECT PLUS MAX)	2,818.56
190424	ELECTRICAL INVENTORY	55.20
190425	ELECTRICAL INVENTORY	126.12
190426	ELECTRICAL INVENTORY	225.00
190427	ELECTRICAL INVENTORY	143.28
190428	ELECTRICAL INVENTORY	668.00
190429	ELECTRICAL INVENTORY (PROJECT PLUS MAX)	3,037.48
190430	ELECTRICAL INVENTORY (PROJECT PLUS MAX)	146.24
	VENDOR TOTAL:	**7,807.88**
2852-CORE & MAIN		
190441	WATER INVENTORY	6,008.43
190442	WATER INVENTORY	2,234.00
190443	WATER INVENTORY	7,370.36
190444	WATER INVENTORY	37,774.08
190445	WATER INVENTORY	261.00
190446	WATER INVENTORY	128.10
190447	WATER INVENTORY	190.00
190448	WATER INVENTORY	1,727.64

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
	VENDOR TOTAL:	**55,693.61**
1870-FLAGSHOOTER LLC		
190450	ELECTRICAL INVENTORY	730.06
	VENDOR TOTAL:	**730.06**
1422-GILLETTE CONTRACTORS SUPPLY INC		
190431	WATER INVENTORY	1,464.26
190432	WATER INVENTORY	400.60
190433	ELECTRICAL INVENTORY	45.81
190437	WATER INVENTORY	1,262.88
190438	WATER INVENTORY	3,073.76
190439	WATER INVENTORY	44.00
	VENDOR TOTAL:	**6,291.31**
4895-HD SUPPLY INC		
190462	WATER INVENTORY	1,448.96
	VENDOR TOTAL:	**1,448.96**
1511-NORCO INC		
190471	ELECTRICAL INVENTORY	946.80
190472	ELECTRICAL INVENTORY	27.96
190474	ELECTRICAL INVENTORY	11.31
	VENDOR TOTAL:	**986.07**
5078-PARTSONE LLC		
190476	VEHICLE MAINTENANCE WEARHOUSE INVENTORY	118.68
	VENDOR TOTAL:	**118.68**
2198-STUART C. IRBY CO		
190481	ELECTRICAL INVENTORY	270.00
190482	ELECTRICAL INVENTORY	1,026.90
190483	ELECTRICAL INVENTORY	671.00
	VENDOR TOTAL:	**1,967.90**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
4424-TMMI, LLC		
190484	ELECTRICAL INVENTORY	15,994.91
	VENDOR TOTAL:	**15,994.91**
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
190487	VEHICLE MAINTENANCE WEARHOUSE INVENTORY	96.60
	VENDOR TOTAL:	**96.60**
2289-WESCO DISTRIBUTION INC		
190489	ELECTRICAL INVENTORY	192,345.00
190490	ELECTRICAL INVENTORY	12,700.00
190491	ELECTRICAL INVENTORY	304.80
	VENDOR TOTAL:	**205,349.80**
	DIVISION TOTAL:	**299,707.14**
	DEPARTMENT TOTAL:	**299,707.14**

Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
25-FINANCE		
28-WAREHOUSE FUND		
1040-ALSCO		
190209	RUG CLEANING	28.69
190217	RUG CLEANING	28.69
190223	RUG CLEANING	28.69
	VENDOR TOTAL:	**86.07**
2263-WASTE CONNECTIONS OF WYOMING		
190311	WARLOW YARD TRASH	477.48
	VENDOR TOTAL:	**477.48**
	DIVISION TOTAL:	**563.55**
	DEPARTMENT TOTAL:	**563.55**
	FUND TOTAL:	**300,270.69**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
1167-BIG HORN TIRE INC		
190420	VM INVENTORY	258.80
	VENDOR TOTAL:	**258.80**
1525-CUMMINS ROCKY MOUNTAIN INC		
190449	VM INVENTORY	355.78
	VENDOR TOTAL:	**355.78**
1575-HOMAX OIL		
190463	VM * GASOLINE	28,979.44
	VENDOR TOTAL:	**28,979.44**
3398-JACK'S TRUCK CENTER INC		
190453	VM INVENTORY	1,993.30
190455	VM INVENTORY	51.08
190456	VM INVENTORY	64.88
190457	VM INVENTORY	12.48
190458	VM INVENTORY	41.60
190459	VM INVENTORY	98.73
190460	VM INVENTORY	14.96
190461	VM INVENTORY	77.38
	VENDOR TOTAL:	**2,354.41**
1291-MIDLAND IMPLEMENT CO INC		
190464	VM INVENTORY	149.69
	VENDOR TOTAL:	**149.69**
5078-PARTSONE LLC		
190477	VM INVENTORY	176.12
	VENDOR TOTAL:	**176.12**
5019-TRANSOURCE TRUCK & EQUIPMENT		
190485	VM INVENTORY	2,474.04
	VENDOR TOTAL:	**2,474.04**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
2269-WAUSAU EQUIPMENT COMPANY INC		
190488	VM INVENTORY	2,967.65
	VENDOR TOTAL:	**2,967.65**
	DIVISION TOTAL:	**37,715.93**
	DEPARTMENT TOTAL:	**37,715.93**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1328-ADVANCE AUTO PARTS		
190319	BATTERY	55.55
190320	CORE DEPOSIT REFUND FOR BATTERY	-10.00
	VENDOR TOTAL:	**45.55**
1041-ALTEC INDUSTRIES INC		
190240	PARTS	1,456.15
	VENDOR TOTAL:	**1,456.15**
1167-BIG HORN TIRE INC		
190254	TIRES	638.08
	VENDOR TOTAL:	**638.08**
1171-BIGHORN HYDRAULICS INC		
190249	PARTS	214.74
190323	PARTS	41.00
190326	PARTS	32.10
190335	PARTS	134.92
	VENDOR TOTAL:	**422.76**
2594-BOMGAARS SUPPLY		
190225	PARTS	7.96
190226	PARTS	139.97
190227	PARTS	449.99
	VENDOR TOTAL:	**597.92**
4909-COULTER WEST		
190333	DECALS	832.00
	VENDOR TOTAL:	**832.00**
1525-CUMMINS ROCKY MOUNTAIN INC		
190241	REPAIRS	7,191.79
190324	PARTS	196.53
	VENDOR TOTAL:	**7,388.32**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
4985-GILLETTE STEEL CENTER		
190252	PARTS	20.00
	VENDOR TOTAL:	**20.00**
2645-GREINER MOTOR COMPANY		
190251	PARTS	175.55
190255	PARTS	314.85
190325	PARTS	369.15
	VENDOR TOTAL:	**859.55**
4289-IDENTIFIX INC		
190328	DIRECT HIT SUBSCRIPTION	119.00
	VENDOR TOTAL:	**119.00**
3398-JACK'S TRUCK CENTER INC		
190245	PARTS	1,063.65
190246	PARTS	250.97
190247	PARTS	167.86
190334	PARTS	87.08
	VENDOR TOTAL:	**1,569.56**
4462-JOE JOHNSON EQUIPMENT, LLC		
190248	PARTS	2,185.00
	VENDOR TOTAL:	**2,185.00**
1291-MIDLAND IMPLEMENT CO INC		
190257	PARTS	61.27
190329	PARTS	114.01
190336	PARTS	492.04
	VENDOR TOTAL:	**667.32**
3983-MOUNTAIN PEAKS DIAGNOSTICS, LLC		
190242	TESTING	20.95
	VENDOR TOTAL:	**20.95**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1511-NORCO INC		
190243	FIRST AID CABINET	682.56
	VENDOR TOTAL:	**682.56**
5078-PARTSONE LLC		
190228	PARTS	14.97
190229	PARTS	31.00
190230	PARTS	86.16
190231	PARTS	6.67
190232	PARTS	47.92
190233	PARTS	37.20
190234	PARTS	72.07
190235	PARTS	95.88
190236	PARTS	127.53
190237	PARTS	84.93
190238	PARTS	199.32
190239	PARTS	162.46
190312	PARTS	51.71
190313	PARTS	138.35
190314	PARTS	37.50
190315	PARTS	11.98
190318	PARTS	13.27
	VENDOR TOTAL:	**1,218.92**
1976-STOTZ EQUIPMENT		
190250	PARTS	921.73
190253	PARTS	132.24
190322	PARTS	107.24
	VENDOR TOTAL:	**1,161.21**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2315-THUNDER BASIN FORD LLC		
190256	PARTS	7.68
190327	PARTS	88.49
	VENDOR TOTAL:	**96.17**
2309-WHITE'S FRONTIER MOTORS		
190244	PARTS	788.84
190273	CREDIT	-602.73
190274	PARTS	451.79
	VENDOR TOTAL:	**637.90**
	DIVISION TOTAL:	**20,618.92**
37-VEHICLE REPLACEMENT		
3398-JACK'S TRUCK CENTER INC		
190452	2 NEW REFUSE TRUCKS	342,514.00
	VENDOR TOTAL:	**342,514.00**
	DIVISION TOTAL:	**342,514.00**
	DEPARTMENT TOTAL:	**363,132.92**
	FUND TOTAL:	**400,848.85**

Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND		
25-FINANCE		
38-LIABILITY INSURANCE		
1178-BJ NELSON/NELSON AUTO GLASS		
190321	WINDSHEILD REPLACEMENT	275.00
	VENDOR TOTAL:	**275.00**
3493-FREMONT MOTOR LANDER INC		
190503	NEW 3/4 TON 4WD EXT CAB PICKUP	47,617.00
	VENDOR TOTAL:	**47,617.00**
77777-MISC ONE TIME VENDOR		
190390	CLAIM SETTLEMENT	2,733.77
	VENDOR TOTAL:	**2,733.77**
1511-NORCO INC		
190330	FIRE EXTINGUISER AND FIRST AID KIT	151.68
	VENDOR TOTAL:	**151.68**
	DIVISION TOTAL:	**50,777.45**
	DEPARTMENT TOTAL:	**50,777.45**
	FUND TOTAL:	**50,777.45**
	GRAND TOTAL:	**1,491,693.08**

Expenditure Approval Report
Check Approval Date of 05/21/2025

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
4865-WYOMING CENTER FOR CLINICAL EXCELLENCE		
189585	PD COUNSELING	200.00
189586	PD COUNSELING	200.00
189587	PD COUNSELING	200.00
189588	PD COUNSELING	200.00
	VENDOR TOTAL:	**800.00**
	DIVISION TOTAL:	**800.00**
	DEPARTMENT TOTAL:	**800.00**
	FUND TOTAL:	**800.00**

Expenditure Approval Report
Check Approval Date of 05/21/2025

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
2035-POWDER RIVER ENERGY CORPORATION		
189646	ELECTRIC FORCE RD STORAGE BLDG	130.39
	VENDOR TOTAL:	**130.39**
	DIVISION TOTAL:	**130.39**
	DEPARTMENT TOTAL:	**130.39**
	FUND TOTAL:	**130.39**
	GRAND TOTAL:	**930.39**

Expenditure Approval Report
Check Approval Date of 05/15/2025

Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
1349-CAMPBELL COUNTY HOSPITAL DISTRICT		
189500	APRIL 2025 WELLNESS	2,835.00
	VENDOR TOTAL:	**2,835.00**
2503-DELTA DENTAL OF WYOMING		
189220	APRIL 2025 ADMIN FEES AND CLAIMS	26,130.45
	VENDOR TOTAL:	**26,130.45**
1912-GALLAGHER BENEFIT SERVICES, INC		
189222	MAY 2025 SHORT TERM DISABILITY ADMIN FEES	153.75
	VENDOR TOTAL:	**153.75**
3687-OPTUM HEALTH FINANCIAL SERVICES		
189221	APRIL 2025 HSA MONTHLY ADMIN FEE	195.25
189501	APRIL 2025 COBRA PARTICIPANT FEE	140.80
	VENDOR TOTAL:	**336.05**
	DIVISION TOTAL:	**29,455.25**
	DEPARTMENT TOTAL:	**29,455.25**
	FUND TOTAL:	**29,455.25**
	GRAND TOTAL:	**29,455.25**

Expenditure Approval Report
Check Approval Date of 05/23/2025

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
5051-HEALTHEQUITY, INC.		
190377	WEEKLY CLAIMS	2,632.83
190378	HRA/FAS DEDUCTION	884.88
190379	WEEKLY CLAIMS	1,873.37
	VENDOR TOTAL:	**5,391.08**
2672-UMB BANK		
190380	APRIL 2025 P-CARDS	95,807.62
	VENDOR TOTAL:	**95,807.62**
	DIVISION TOTAL:	**101,198.70**
	DEPARTMENT TOTAL:	**101,198.70**
	FUND TOTAL:	**101,198.70**

Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
2493-BLACK HILLS POWER & LIGHT		
190371	APRIL 2025 WYGEN III CAPITAL AND O&M	668,788.28
190372	APRIL 2025 CTII ENERGY	24,164.66
190373	APRIL 2025 WYGEN III ANCILLARY	560,386.73
190374	APRIL 2025 TRANSMISSION	244,834.65
	VENDOR TOTAL:	**1,498,174.32**
2697-BLACK HILLS WYOMING LLC		
190375	APRIL 2025 CTII CAPITAL AND O&M	106,532.23
190376	APRIL 2025 CTII ENERGY	297,722.59
	VENDOR TOTAL:	**404,254.82**
	DIVISION TOTAL:	**1,902,429.14**
	DEPARTMENT TOTAL:	**1,902,429.14**
	FUND TOTAL:	**1,902,429.14**

Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
2557-BLUE CROSS BLUE SHIELD OF WYOMING		
190382	DRUG COSTS, CLAIMS, COTIVITI	64,335.49
190383	DRUG COSTS, CLAIMS, COTIVITI, CASH FLOW	96,489.44
	VENDOR TOTAL:	**160,824.93**
5051-HEALTHEQUITY, INC.		
190384	MAY 2025 ADMIN FEES	227.50
	VENDOR TOTAL:	**227.50**
	DIVISION TOTAL:	**161,052.43**
	DEPARTMENT TOTAL:	**161,052.43**
	FUND TOTAL:	**161,052.43**
	GRAND TOTAL:	**2,164,680.27**

Expenditure Approval Report
Check Approval Date of 04/30/2025

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
66666-MISC P-CARD VENDOR		
189676	4TE*CULLIGAN OF GILLETTE Water for wellness	66.00
	VENDOR TOTAL:	**66.00**
	DIVISION TOTAL:	**66.00**
	DEPARTMENT TOTAL:	**66.00**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
66666-MISC P-CARD VENDOR		
189711	CHILDREN'S MEMORIAL CEREMONY - BUTTERFLIES	321.00
189762	NEXT FRONTIER ENERGY SUMMIT REGISTRATION FEE - MAY	150.00
	VENDOR TOTAL:	**471.00**
	DIVISION TOTAL:	**471.00**
02-ADMINISTRATION		
1209-BREANNA'S BAKERY		
189871	DEPT HEAD MEETING - BREAKFAST	25.00
	VENDOR TOTAL:	**25.00**
1334-CASPER STAR TRIBUNE		
189832	SUBSCRIPTION	30.99
	VENDOR TOTAL:	**30.99**
66666-MISC P-CARD VENDOR		
189761	BWXT PRESENTATION - REFRESHMENTS	17.98
189912	WYO BUSINESS ALLIANCE NUCLEAR ENERGY WEBINAR REGIS	15.00
189913	STAFF BUDGET MEETINGS - MIKE, MICHELLE, JEN RICHER	46.17
189971	NEXT FRONTIER ENERGY SUMMIT - REGISTRATION FEE - M	150.00
190139	SLT BREAKFAST MEETING	123.55
	VENDOR TOTAL:	**352.70**
	DIVISION TOTAL:	**408.69**
04-SPECIAL PROJECTS		
66666-MISC P-CARD VENDOR		
189695	AMAZON MKTPL*KJ67N5873 - BARBELL COLLARS	149.75
189947	DONS SUPERMARKET #9 INC wellness presentation snac	33.18
	VENDOR TOTAL:	**182.93**
	DIVISION TOTAL:	**182.93**
	DEPARTMENT TOTAL:	**1,062.62**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
66666-MISC P-CARD VENDOR		
189675	AMAZON MKTPL*MG13T7Y53 Ergonomic mouse, wireless,	66.54
189735	IN *INNOVATIVE CREDIT PD Credit Report	50.00
189756	IN *SMITH PSYCHOLOGICAL S PD Evaluation	400.00
189757	LEVATAI* ID Badge carabiners	192.12
189850	IN *SMITH PSYCHOLOGICAL S PD Evaluation	400.00
189870	IN *SMITH PSYCHOLOGICAL S PD Evaluation	400.00
189890	NORTH PLATTE-TWIN RIVERS PD Physical	330.00
189930	LANGUAGE TE OPI Test	196.00
189960	WAL-MART #1485 Paper towel holder & silverware tra	6.43
189968	MOUNTAIN STATE EMPLOYE Course Workforce Reductions	59.00
190022	AMAZON MKTPL*WF0G44PV3 Chair for office	114.99
190043	THE MAIN BAGEL ERC Meeting	74.24
190123	LANGUAGE TE Rescheduling Fee	60.00
190125	WYOMING ALE WORKS dinner for WARM Conference	19.19
190137	MOUNTAIN STATE EMPLOYE Redcordkeeping for Human Re	275.00
190160	LEVATAI* Ribbon for ID printers	146.98
190194	HAMPTON INNS Hotel for WARM Conference	110.00
	VENDOR TOTAL:	**2,900.49**
	DIVISION TOTAL:	**2,900.49**
21-SAFETY		
66666-MISC P-CARD VENDOR		
189938	DAIRY QUEEN #13336 Safety Committee Meeting- Capt	19.98
189939	EXPEDIA 73080589868274 Room for Rapid City confere	87.87
189952	AMERICAN SOCIETY OF SAFE Safety 2025 expo	-789.00
189969	UNITED 0162477890235 flight to Denver	360.20
189970	OUTBACK STEAKHOUSE - 4 lunch for Rapid conference	46.92
190023	UNITED 0162478493890 Travel to Safety 2025 Co	850.80
190138	FIVE GUYS WY 1515 QSR Dinner for WARM conference	30.57

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
21-SAFETY		
66666-MISC P-CARD VENDOR		
190162	HAMPTON INNS Hotel for WARM Conference	128.70
	VENDOR TOTAL:	**736.04**
	DIVISION TOTAL:	**736.04**
	DEPARTMENT TOTAL:	**3,636.53**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
66666-MISC P-CARD VENDOR		
190053	HOLIDAY INN - RIVERTON CHEYENNE TRAVEL EXPENSE HOT	440.00
190122	WYOMING ALE WORKS CHRISTINA DINNER WARM CONFERENCE	17.97
190177	HAMPTON INNS WARM CONFERENCE HOTEL ROOM MICHELLE	110.00
190183	HAMPTON INNS WARM CONFERENCE HOTEL ROOM CHRISTINA	110.00
	VENDOR TOTAL:	**677.97**
1808-SIR SPEEDY		
189991	SIR SPEEDY LINDSEY MORALES NOTARY STAMP	57.11
	VENDOR TOTAL:	**57.11**
	DIVISION TOTAL:	**735.08**
26-CUSTOMER SERVICE		
66666-MISC P-CARD VENDOR		
190169	OFFICE DEPOT #2635 KERSTYN'S CHAIR	359.99
	VENDOR TOTAL:	**359.99**
	DIVISION TOTAL:	**359.99**
34-INFORMATION TECHNOLOGY		
66666-MISC P-CARD VENDOR		
189696	AMAZON MKTPL*2028Z1QJ3 KVM SWITCH	69.99
189807	THE UPS STORE 7144 TRIMBLE RECEIVER RETURN SHIPPIN	19.52
189808	SQSP* INV176365232 WYOCMA WEBSITE UPGRADE FOR MORE	15.88
189932	WWW.UI.COM REPLACEMENT WIRELESS RADIOS FOR 4.9 REP	3,185.50
189988	TRIPLE C FAB MOUNTS FOR 4.9 RADIO REPLACEMENTS	1,499.99
190015	WWW.UI.COM CREDIT FOR SALES TAX FOR WIRELESS RADIO	-149.50
190110	AMAZON RETA* XW4HX9LT3 REPLACEMENT UPS BATTERIES	244.97
190111	AMAZON MKTPL*D33Y11QJ3 MEDIA CONVERTER FOR STAR CO	50.90
190136	AMAZON MKTPL*342HU6KT3 POE INJECTORS FOR WIRELESS	512.96
190200	AMAZON MKTPL*NB7019CK2 RACK FILLER PANEL	72.90
	VENDOR TOTAL:	**5,523.11**
	DIVISION TOTAL:	**5,523.11**
	DEPARTMENT TOTAL:	**6,618.18**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
1380-CITY OF CASPER		
189905	CITY OF CASPER - LODGING FOR ANNA	1,016.13
	VENDOR TOTAL:	**1,016.13**
66666-MISC P-CARD VENDOR		
189694	FEDEX35226258 MISC SHIPPING	775.79
189697	ICM*InstantCheckmate.com - DETECTIVE APP CHARGE	35.12
189698	OHIODRONEREPAIR - DRONE REPAIR	418.50
189705	RAY ALLEN MANUFACTURING - ANNA K9 CHOKE COLLAR	44.60
189706	TACO JOHNS 9310 - ANNA K9 TRAINING	17.90
189717	WALMART.COM - ANNA K9 TRAINING (LOST RECEIPT - SEE	74.71
189718	PETCO 2419 - K9 FRITZ	54.58
189728	WAL-MART #1485 - DETECTIVES SUPPLIES	272.00
189730	RAY ALLEN MANUFACTURING - K9 MUZZLE	309.66
189745	RF *HOOKD UP RECOVER - VEHICLE TOW	100.00
189746	RF *HOOKD UP RECOVER - VEHICLE TOW	100.00
189747	SQ *THAT EMBROIDERY PLACE - DISPATCH TSHIRTS	173.31
189781	VOIANCE LLC - INTERPRETATION SERVICES	87.09
189782	BEARS NATURALLY CLEAN - DRY CLEANING	284.50
189783	BEARS NATURALLY CLEAN - DRY CLEANING	198.20
189793	SIGMAALDRICH.COM - K9 DRUG TEST KITS	188.37
189824	AMAZON MKTPL*R84J93YT3 - PATROL MICS	428.40
189825	SQ *MANNING WRECKER SERVI - VEHICLE TOW 25-6498	200.00
189831	DD *JSPUBGRILL - ANNA K9 TRAINING	37.10
189835	WAL-MART #1485 - ANNA K9 TRAINING	88.99
189838	FIREROCK STEAKHOUSE - VAVI CIT TRAINING	47.12
189863	GDP*WY LECC - BRENT LECC TRAINING	150.00
189864	GDP*WY LECC - DEATON LECC TRAINING	150.00
189865	P4P 888-777-1762 - K9 DOG FOOD	269.58
189873	FIVE GUYS WY 1515 QSR - VAVI CIT TRAINING	27.96
189874	FIVE GUYS WY 1515 QSR - VAVI CIT TRAINING	32.29

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
66666-MISC P-CARD VENDOR		
189882	REG RAMKOTA CASPER - H - VAVI CIT TRAINING	119.00
189889	TYL CASPER SERV FEE - SERVICE FEE FOR AIR BNB	33.02
189894	FIVE GUYS WY 1515 QSR - VAVI CIT TRAINING	-29.35
189906	SPO*C85BRANDINGIRON - ANNA K9 TRAINING	33.11
189907	Subway 11632 - ANNA K9 TRAINING	11.52
189926	GOVEN'S FARM & RANCH - MUZZLE SUPPLIES	10.35
189929	AMAZON MKTPL*KK6EH3263 - HAWK CELLPHONE CASE	26.24
189943	IN *WYOMING WATER SOLUTIO - WATER FOR PD & ACO	232.50
189944	THE MAIN BAGEL - DISPATCH & ANIMAL CONTROL WEEK	67.38
189965	ANIMAL MEDICAL CENTER OF - ANNA K9 CARE	382.00
189974	BOLAND PRODUCTION SUPPLY -FIREARMS TRAINING SUPPLI	88.40
189984	WAL-MART #3778 - ANNA K9 TRAINING	96.74
189998	ALBERTSONS #0067 - DONUTS FOR CRIMINAL INTELLIGENC	22.97
190005	BEARS NATURALLY CLEAN - DRY CLEANING	39.50
190006	BEARS NATURALLY CLEAN - DRY CLEANING	48.00
190009	PSI EXAMS - DRONE TEST	175.00
190052	WP*www.ponchos3700.com - ANNA K9 TRAINING	18.59
190060	SALLYS KITCHEN - TRUJILLO TRAINING	20.90
190062	AMAZON MKTPL*UB2M623G3 - JESSICA JOHNSON PHONE CAS	26.24
190076	SQ *FIXIN' STITCHES N- PATCHES AND HEMMING	199.50
190077	WM SUPERCENTER #1485 - BASKET FUNDRAISER FOR DONAT	94.68
190087	KING SOOPERS # 0097 - TRUJILLO TRAINING	15.11
190088	TEXAS ROADHOUSE #2093 - TRUJILLO TRAINING	49.97
190095	PSI EXAMS - TRAINING	175.00
190096	NATIONAL ASSOCIATION OF S - LEWIS TRAINING	500.00
190097	NATIONAL ASSOCIATION OF S - LEWIS TRAINING	50.00
190098	NATIONAL ASSOCIATION OF S - MUSSELL TRAINING	500.00
190099	NATIONAL ASSOCIATION OF S - MUSSELL TRAINING	50.00
190100	NATIONAL ASSOCIATION OF S - TOTZKE TRAINING	500.00

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
66666-MISC P-CARD VENDOR		
190101	NATIONAL ASSOCIATION OF S - TOTZKE TRAINING	50.00
190102	Amazon.com*AT4ON7LJ3 - KEYBOARDS	384.96
190113	CHICK-FIL-A #02346 - TRUJILLO TRAINNG	11.77
190114	KING SOOPERS # 0097 - TRUJILLO TRAINING	9.72
190115	SALLYS KITCHEN - TRUJILLO TRAINING	24.14
190129	SPO*C85BRANDINGIRON - ANNA K9 TRAINING	23.17
190140	MAMARONIS PIZZA - LOCATIO - TRUJILLO TRAINING	42.23
190145	TEXAS ROADHOUSE #2497 - WARM BOARD TRAINING	53.00
190148	TMOBILE*LAW RELATION - SEARCH WARRANT	50.00
190149	AMAZON MKTPL*6I0UL1KI3 - K9 BAGS	88.16
190155	TACO JOHNS 9310 - ANNA K9 TRAINING	13.11
190172	SHELL OIL 57446511305 - TRUJILLO TRAINING	7.77
190173	MCDONALD'S F12500 - TRUJILLO TRAINING	14.17
190174	HOMES TO SUITES BY HILTON - TRUJILLO TRAINING	728.75
190187	HAMPTON INNS - WARM BOARD TRAINING	110.00
190188	ARBYS 5528 - WEINHARDT & PARKER TRAINING	21.70
190189	PSI EXAMS - REFUND - HAD TO SWITCH TEST DATES	-175.00
190190	PSI EXAMS - TRAINING	175.00
190196	AMAZON MKTPL*EQ49L3WB3 COMPUTER MOUNT	35.48
190201	DAIRY QUEEN #13252 - ANNA K9 TRAINING	15.77
190208	WM SUPERCENTER #1485 - ANNA K9 TRAINING	94.71
	VENDOR TOTAL:	**9,900.75**
	DIVISION TOTAL:	**10,916.88**
41-DISPATCH		
66666-MISC P-CARD VENDOR		
189701	Amazon.com*IB8P748R3 - DISPATCH SUPPLIES	154.98
189962	AMAZON MKTPL*K241S36M3 - DISPATCH SUPPLIES	69.70

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
41-DISPATCH		
66666-MISC P-CARD VENDOR		
190197	AMAZON MKTPL*TE8JI5163 - DISPATCH SUPPLIES	49.57
	VENDOR TOTAL:	**274.25**
	DIVISION TOTAL:	**274.25**
44-ANIMAL CONTROL		
66666-MISC P-CARD VENDOR		
189931	SQ *THAT EMBROIDERY PLACE - UNIFORMS	57.96
190128	SQ *THAT EMBROIDERY PLACE - ANIMAL CONTROL UNIFORM	17.80
	VENDOR TOTAL:	**75.76**
	DIVISION TOTAL:	**75.76**
45-ANIMAL SHELTER		
66666-MISC P-CARD VENDOR		
189699	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	101.00
189704	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	117.50
189708	ANIMAL MEDICAL CENTER OF - RABIES	121.00
189785	RED HILLS VETERINARY HOSP - EUTHANASIA	150.60
189810	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	138.50
189830	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	167.25
189888	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	112.00
189900	ANIMAL MEDICAL CENTER OF - RABIES	55.00
189908	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	51.25
189935	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	202.25
189936	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	319.00
189946	CODE 3 ASSOCIATES - TRAINING	75.00
189948	WM SUPERCENTER #1485 - SHELTER SUPPLIES	6.88
189983	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	55.25
190011	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	154.35
190056	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	142.50

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
45-ANIMAL SHELTER		
66666-MISC P-CARD VENDOR		
190063	MWI ANIMAL HEALTH - MEDS FROM GRANT FUNDS	32.90
190064	MWI ANIMAL HEALTH - MEDS FROM GRANT FUNDS	48.94
190104	WALMART.COM 8009256278 - SKUNK TRAPS	360.36
190107	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	299.75
190131	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	121.50
190154	WM SUPERCENTER #1485 - ANIMAL CARE	4.94
190192	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	121.50
190205	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	69.25
190206	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER	79.00
190207	ANIMAL MEDICAL CENTER OF - RABIES	110.00
	VENDOR TOTAL:	**3,217.47**
2163-ZOETIS INC		
189748	ZOETIS INC - VACCINATIONS	339.50
190124	ZOETIS INC - MEDS FROM GRANT FORMS	255.60
	VENDOR TOTAL:	**595.10**
	DIVISION TOTAL:	**3,812.57**
	DEPARTMENT TOTAL:	**15,079.46**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
66666-MISC P-CARD VENDOR		
189736	PD FRIDGE REPLACEMENT	497.98
189780	CH ELEVATOR ACCESS CONTROL LINE	46.76
189858	REPAIR ROOF DRAIN LEAK CH	127.40
189878	POOL PROJECT LIST	343.00
189879	POOL PROJECT	119.99
189880	POOL PROJECT	172.42
189885	POOL PROJECT LIST	542.75
189886	POOL PROJECT LIST	155.23
189892	MENARDS GILLETTE WY CITY HALL HUMIDIFIER MAINTENAN	45.98
189904	QUOTED ITEMS THROUGH PURCHASING- POOL EQUIPMENT	5,861.98
189958	CUSTODIAL SUPPLIER CH	99.16
189961	AMAZON MKTPL*CX89C9LA3 PC WALL MOUNT FOR HR CONFER	35.48
190003	HEATING ISSUES IN ADMIN AREA	91.44
190021	HR CONF. ROOM PAINTING	131.79
190041	PAINT HR CONFERENCE ROOM	97.38
190078	B&H PHOTO 800-606-6969 REPLACEMENT LARGE DISPLAY F	832.23
190093	HR CONF. RM PATCH AND PAINT	130.20
190127	FOOD FOR WARM TRAINING	129.48
190144	HEATING ISSUES CH 3RD FLOOR	31.74
190186	WEIGHT ROOM	79.51
190198	ROOM FOR WARM TRAINING	110.00
	VENDOR TOTAL:	**9,681.90**
	DIVISION TOTAL:	**9,681.90**
50-PUBLIC WORKS ADMIN		
66666-MISC P-CARD VENDOR		
189897	TYLER CONFERENCE FOR DENA	1,449.00
189918	SEAT PREFERENCE ON PLANE	20.99
189919	PREFERRED SEAT CHARGE	20.99
189920	PREFERRED SEAT FOR TYLER CONFERENCE	20.99

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
50-PUBLIC WORKS ADMIN		
66666-MISC P-CARD VENDOR		
189921	PREFERRED SEAT FOR TYLER CONFERENCE	20.99
189922	FLIGHT FOR TYLER CONFERENCE	1,479.97
	VENDOR TOTAL:	**3,012.93**
	DIVISION TOTAL:	**3,012.93**
51-PARKS		
66666-MISC P-CARD VENDOR		
189680	BUCKET WITH SEALED LID FOR STORING PRE-MANGOHT	11.16
189702	MATERIAL TO REPAIR DOOR ON LITTLE LEAGUE RESTROOM	12.90
189703	MATERIAL TO BUILD DOORS FOR LITTLE LEAGUE RESTROOM	49.98
189729	WEED EATER AND BRUSH	870.00
189743	PAINT MARKERS	11.96
189750	KNOBS TO FINISH LITTLE LEAGUE RESTROOM DOORS	6.94
189784	MOWING CREW GAS CANS	110.16
189788	MATERIAL TO BUILD TOOL RACK FOR UNIT #150005	18.96
189792	BUCKET WITH LID PRE-MERGANT	9.96
189826	BUNGEE CORDS TO SECURE TRASH CANS	11.99
189849	CPO TRAINING SUPPLIES	200.11
189856	REPLACEMENT TILLER TREE TRIMMER	665.98
189883	MATERIALS FOR SPLASH PAD BATHROOMS AND CONCESSION	413.35
189896	OUTLET COVER FOR SUMP PUMP IN TANK OF SPLASH PAD	9.43
189911	TRASH-A-THON BAGS	6.58
189934	REPLACEMENT SAW BLADES FOR UNIT #70	10.97
189964	REPLACEMENT LOCK CYLINDERS FOR LITTLE LEAGUE CONCE	43.28
189982	PART TO REPAIR WATER HEATER @ DALBEY SHOP	18.98
189996	PARTS FOR SOCCER NETTING ON FIELD 2 @ ECSC	14.55
189997	PULLEY FOR SOCCER NETTING ON FIELD 2 @ ECSC	57.17
190010	CABLE AND PARTS FOR ECSC MULTI-PURPOSE FIELD NETS	226.43
190012	TURF GLUE FOR REPAIRS	97.94

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
66666-MISC P-CARD VENDOR		
190013	NEW WATERPROOF BOOTS	159.99
190016	MATERIAL TO REPAIR WALL ON LITTLE LEAGUE DUGOUT	19.96
190044	WHEELS FOR PITCHING NETS FIELD MARKERS	368.77
190045	BRUSH FOR FLOOR EPOXY PROJECT	18.69
190046	SUPPLIES FOR FLOOR EPOXY PROJECT	41.21
190047	FLOOR CLEANING/ PREPPING SUPPLIES	72.42
190083	REPLACEMENT LEAF RAKES DALBEY	64.97
190103	HOSE BIB REPAIR KIT ECSC BLDG 1	56.88
190105	SUPPLIES FOR FLOOR EPOXY IN CONCESSIONS AND BATHRO	53.87
190135	FIRST AID KITS- SOFTBALL BLDGS/ MURATIC ACID FOR C	73.42
190151	EPOXY AND CLEANER FOR SB COMPLEX BATHROOMS	373.89
190152	ORGANIZATIONAL CONTAINERS FOR SHOP	5.12
190158	CHEMICAL APPLICATION WEATHER METER WEED SPRAYING	717.00
190166	SINK REPAIR LL RR	5.88
190167	SHEET PROTECTOR/ DIVIDERS/ ADOPT A PLANTER	26.37
190168	SINK REPAIR LL RR'S	2.69
190181	PAINT FOR MOWING KEY BOX	7.72
190191	BACKFLOW REPAIR PARTS DALBEY LITTLE LEAGUE	359.86
190193	WOOD AND SCREWS TO HANG UP PEG BOARD IN ECSC SHOP	19.97
190199	TOOL FOR CHECKING FOR POWER TO BE KEPT ON UNIT #70	39.99
	VENDOR TOTAL:	**5,367.45**
	DIVISION TOTAL:	**5,367.45**
53-FORESTRY		
66666-MISC P-CARD VENDOR		
189671	SUPPLIES FOR ARBOR DAY PRESENTATION AT SCHOOL	76.05
189749	WIREBRUSES AND MATTODES	28.95
189786	RAIN GEAR AND SAFETY GEAR	5.59
189787	RAIN GEAR AND SAFETY GEAR	171.88
189809	MATTOCKS FOR WEEDING/ PLANTING	120.48

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
53-FORESTRY		
66666-MISC P-CARD VENDOR		
189884	GREASE GUN FOR CHIPPER/ CHAINS FOR SAWS	237.48
189963	CDL DRIVING TEST	87.76
190159	FORESTRY TOOLS	105.94
	VENDOR TOTAL:	**834.13**
4296-RAYNE GARDENS		
190079	TREATMENT TO SLOW REGROWTH OF SUCKERS ON TREES	135.96
	VENDOR TOTAL:	**135.96**
	DIVISION TOTAL:	**970.09**
54-STREETS		
66666-MISC P-CARD VENDOR		
189692	STEPPED DRILL BIT FOR DRILLING THROUGH METAL	54.97
189739	SCOTT NEW WORK BOOTS	187.92
189763	MOWING EQUIPMENT SUPPLIES	6.68
189851	TOW STRAP FOR MOWING CREW	49.99
189923	STEVE CDL TEST	87.76
190001	BUCKETS AND LIDS FOR PATCHING	33.35
190142	STEVE'S CDL	47.25
190143	BOOTS FOR BRANDON GONZALES	174.99
190184	DRILL FOR WELLS/ PATCH TRUCK	299.00
	VENDOR TOTAL:	**941.91**
	DIVISION TOTAL:	**941.91**
	DEPARTMENT TOTAL:	**19,974.28**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
66666-MISC P-CARD VENDOR		
189683	AIRLINE TICKET-TYLER CONFERENCE-JOE S.	778.60
189684	AIRLINE FEE-TYLER CONFERENCE-JOE S.	52.48
189860	RY ICMA MEMBER DUES	200.00
189891	STEEL TOE BOOTS	106.24
189927	QR CODE FRAMES	59.35
189972	MEAL-SUMMIT CONFERENCE-MATT, JOE	46.12
189993	MEAL-SUMMIT CONFERENCE-MATT, JOE, CHEYENNE	99.50
189994	MEAL-SUMMIT CONFERENCE-MATT, JOE, CHEYENNE	43.14
190025	MOTEL-SUMMIT CONFERENCE-MATT	258.00
190026	MOTEL-SUMMIT CONFERENCE- JOE	258.00
190027	MEAL-SUMMIT CONFERENCE-MATT, JOE	64.78
190075	ENGINEERING MEETING-JOE, MATT, ALEX, CLARK, TOBY,	223.99
190146	ENGINEER GRAPH PADS	138.00
	VENDOR TOTAL:	**2,328.20**
	DIVISION TOTAL:	**2,328.20**
61-BUILDING INSPECTION		
66666-MISC P-CARD VENDOR		
189806	AMAZON MKTPL*GN2IV6883 - WASTE TONER BOX	45.00
189829	AMAZON MKTPL*IU09Q4EV3 STANDING DESK RISERS FOR KI	778.00
189862	JIMMY JOHNS - 2009 - MOTO - LUNCH FOR BOE MEETING	181.63
189928	AMAZON MKTPL*1Z1OD4MY3 - LICENSE PAPER	28.14
190042	AMAZON MKTPL*598TV8323 - ANTI-FATIGUE MATS	79.60
	VENDOR TOTAL:	**1,112.37**
	DIVISION TOTAL:	**1,112.37**
62-TRAFFIC SAFETY		
66666-MISC P-CARD VENDOR		
189713	MEAL-IMSA CLASS-NAOMI	32.11
189726	MEAL-IMSA CLASS-NAOMI	73.85
189727	MEAL-IMSA CLASS-NAOMI	25.08

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
62-TRAFFIC SAFETY		
66666-MISC P-CARD VENDOR		
189740	MEAL-IMSA CLASS-NAOMI	78.50
189795	MOTEL-IMSA CLASS-NAOMI	563.23
189796	MEAL-IMSA CLASS-NAOMI	13.45
189915	SIGN SUPPLIES	34.88
189925	FEDEX35705559 MISC SHIPPING	120.94
190074	TRAFFIC STUDY TUBES AND ACCESSORIES	265.00
	VENDOR TOTAL:	**1,207.04**
	DIVISION TOTAL:	**1,207.04**
63-PLANNING		
66666-MISC P-CARD VENDOR		
189672	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	22.00
189673	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH. SHANNON	32.50
189674	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	33.46
189681	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH	10.00
189709	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	23.87
189710	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	12.96
189712	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH, SHANNON	17.78
189721	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH. SHANNON	141.26
189722	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	44.06
189723	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH. SHANNON	66.42
189724	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH	5.40
189725	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH	17.39
189732	MEAL-NAT'L PLANNING CONFERENCE-SHANNON, MEREDITH	15.96
189733	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	44.06
189734	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH. SHANNON	50.87
189738	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH	5.40
189752	HYATT REGENCY PARKING CHARGE	220.00
189753	MEAL-NAT'L PLANNING CONFERENCE-SHANNON	44.06
189754	MOTEL-NAT'L PLANNING CONFERENCE-SHANNON	1,106.56

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
63-PLANNING		
66666-MISC P-CARD VENDOR		
189755	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH. SHANNON	29.61
189764	MEAL-NAT'L PLANNING CONFERENCE-MEREDITH	5.40
189765	MOTEL-NAT'L PLANNING CONFERENCE-MEREDITH	1,138.96
189803	PLANNING MEETING - MEREDITH	24.46
189867	PLANNING MEETING-MEREDITH, SHANNON, RY, JILL, OFFI	92.16
189951	PLANNING MEETING-MEREDITH, SHANNON	22.50
	VENDOR TOTAL:	**3,227.10**
	DIVISION TOTAL:	**3,227.10**
64-CODE COMPLIANCE		
66666-MISC P-CARD VENDOR		
189881	CODE COMPLIANCE PAPER	55.68
	VENDOR TOTAL:	**55.68**
	DIVISION TOTAL:	**55.68**
	DEPARTMENT TOTAL:	**7,930.39**

Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
03-PUBLIC ACCESS		
66666-MISC P-CARD VENDOR		
189805	TRIPOD FOR MIRRORLESS CAMERA	199.45
189861	PODCAST HOSTING SITE	190.00
	VENDOR TOTAL:	**389.45**
	DIVISION TOTAL:	**389.45**
31-CITY CLERK/PRINT SHOP		
66666-MISC P-CARD VENDOR		
189774	POSTAGE	500.00
189956	POSTAGE	500.00
190000	STATEMENT 3.17.25-4.17.25	48.74
190126	CERTIFIED MAILING: ATTORNEY'S OFFICE	8.99
	VENDOR TOTAL:	**1,057.73**
	DIVISION TOTAL:	**1,057.73**
65-PUBLIC AFFAIRS ADMINISTRATION		
66666-MISC P-CARD VENDOR		
189678	ESPIOC CONFERENCE: FLIGHTS	584.16
189679	ESPIOC CONFERENCE: REGISTRATION	455.00
189837	ESPIOC CONFERENCE: TRANSPORATION	112.10
190108	ESPIOC CONFERENCE: LODGING	184.19
190153	OFFICE SUPPLIES: DUSTER	21.99
	VENDOR TOTAL:	**1,357.44**
	DIVISION TOTAL:	**1,357.44**
	DEPARTMENT TOTAL:	**2,804.62**
	FUND TOTAL:	**57,172.08**

Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
66666-MISC P-CARD VENDOR		
189776	GAS FOR CONCRETE SAW FOR ENGINEERING PROJECT	45.08
189954	COMPOST FOR ADOPT A PLANTER	60.00
189992	FS COM INC FIBER FOR BOXELDER-BUTLER SPAETH SIGNAL	89.23
190020	ADOPT A PLANTER FERTILIZER	193.44
	VENDOR TOTAL:	**387.75**
	DIVISION TOTAL:	**387.75**
	DEPARTMENT TOTAL:	**387.75**
	FUND TOTAL:	**387.75**

Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
70-UTILITIES		
72-MADISON WATER LINE		
66666-MISC P-CARD VENDOR		
189986	POSTAGE FEE	77.60
190130	WAT - FOX RIDGE CB	882.63
190202	WAT - FOX RIDGE CB	67.90
190203	WAT - FOX RIDGE CB	705.70
	VENDOR TOTAL:	**1,733.83**
	DIVISION TOTAL:	**1,733.83**
	DEPARTMENT TOTAL:	**1,733.83**
	FUND TOTAL:	**1,733.83**

Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
70-UTILITIES ADMINISTRATION		
66666-MISC P-CARD VENDOR		
189777	POSTAGE/BACKFLOW LETTERS	700.00
189957	SERVICE CHARGE (MAR 15-APRIL 15, 2025)	37.49
189976	UTILITIES KEURIG COFFEE MAKER	149.00
190133	BACKFLOW PREVENTION/CROSS CONNECTION CONTROL TRAIN	500.00
	VENDOR TOTAL:	**1,386.49**
1808-SIR SPEEDY		
189977	24" x 48" POSTER LAMINATING	31.45
	VENDOR TOTAL:	**31.45**
	DIVISION TOTAL:	**1,417.94**
71-ELECTRICAL ENGINEERING		
66666-MISC P-CARD VENDOR		
189857	WOODEN STAKES FOR EQUIPMENT/ENG STAKING	27.58
189872	STEP LADDER	74.97
189989	UNITED - FLIGHTS - GEOGRAPH CONFERENCE	577.96
190019	SAFETY SUPPLIES/FR PANTS	107.99
190069	CITY BUSINESS APPAREL	66.98
190070	CITY BUSINESS APPAREL	20.30
190071	SAFETY SUPPLIES - FR SHIRTS	412.20
190157	CITY BUSINESS APPAREL RETURN	-19.99
	VENDOR TOTAL:	**1,267.99**
	DIVISION TOTAL:	**1,267.99**
76-SCADA		
66666-MISC P-CARD VENDOR		
189941	25SC01 OFFICE SUPPLIES	68.42
189967	KNIFE BLADES FOR FIBER 7WAY	38.32
190004	AIRFARE/2025 GEOGRAPH USERS CONFERENCE	577.96

Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
76-SCADA		
66666-MISC P-CARD VENDOR		
190106	MASTER LICENSE RENEWAL	102.50
	VENDOR TOTAL:	**787.20**
	DIVISION TOTAL:	**787.20**
	DEPARTMENT TOTAL:	**3,473.13**
	FUND TOTAL:	**3,473.13**

Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
66666-MISC P-CARD VENDOR		
190085	FOR CHECKING TIRE PRESSURE ON TRASH TRUCKS	29.98
190109	FOR CHECKING TIRE PRESSURES ON TRASH TRUCKS	59.94
190164	HOTEL FOR WARM MEETING	110.00
	VENDOR TOTAL:	**199.92**
	DIVISION TOTAL:	**199.92**
	DEPARTMENT TOTAL:	**199.92**
	FUND TOTAL:	**199.92**

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
66666-MISC P-CARD VENDOR		
189667	TRUCK STOCK FLASHLIGHT	51.25
189686	NITROGEN FOR UNIT 229	40.32
189689	TRUCK TOOL	52.35
189690	SUPPLIES FOR PRBS	119.22
189700	SIKAFLEX SEALANT FOR REGIONAL BLDGS	217.20
189707	MULTI TOOL & BLADES FOR UNIT 33	280.36
189715	AMAZON MKTPL*PZ2EZ4YZ3 - SOUTH WATER LOADOUT SURGE	74.95
189719	BINDER/REPORT COVERS FOR WATER DEPARTMENT	43.70
189767	AMPP - MEMBERSHIP	99.00
189770	SUPPLIES FOR PRDF	10.91
189771	GEN CLEANING PRDF	26.97
189790	PARTS FOR PRDF GENORATOR	573.24
189791	PHASE TAPE	30.83
189819	SAMPLE LINE REPAIR @ ALL WELLS	112.98
189820	ARV REPAIR	64.79
189821	SUPPLIES FOR PRDF	356.20
189823	FEDEX35472612 SHIPPING	176.63
189827	PICK HAMMERS FOR GASKETS	55.30
189828	FLUSHING MATERIALS	101.10
189836	8 PORT ETHERNET SWITCH FOR PRDF MAIN GENERATOR PLC	90.97
189844	SOCKET FOR PS1 FLANG	51.58
189845	PRESSURE WASHER CONNECTORS	36.95
189846	CREDIT FOR SHIPPING	-6.99
189852	CHEM PARTS FOR PS1	59.17
189853	ROBBY WATER TREATMENT PLANT LEVEL 1 EXAM	106.00
189854	PARTS FOR NORTH TRUCK FILL	91.59
189868	WATER TREATMENT PLANT LEVEL 1 EXAM - ROBBY	106.00
189903	SUPPLIES FOR SOUTH LOADOUT	77.11
189914	REGIONAL PAINT FOR HAND WHEEL	11.96

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
66666-MISC P-CARD VENDOR		
189924	WATER LOAD OUTS	20.71
189949	4/14/25 REGIONAL WATER PANEL MEETING CATERING (8 M	167.88
189950	TRUCK STOCK UNIT #159	36.85
189955	WARWS CONFERENCE (DINNER 4/15/25 - 3 EMPLOYEES)	84.90
189966	WARWS CONFERENCE (LUNCH 4/15/25 - 3 EMPLOYEES)	44.17
189975	GEN CLEANING	14.08
189980	ORANGE SAFETY VESTS	25.64
189981	WRWA CONFERENCE (DINNER 4/15/25 - 3 EMPLOYEES)	94.90
189985	WARWS CONFERENCE (LUNCH 4/16/25 - 2 EMPLOYEES)	25.06
189999	WARWS CONFERENCE (DINNER 4/16/25 - 2 EMPLOYEES)	41.08
190014	WRWA CONFERENCE (LUNCH 5/16/25 - 1 EMPLOYEE)	51.49
190017	WARWS CONFRENCE (BREAKFAST 4/16/25 - 1 EMPLOYEE)	17.46
190037	LODGING FOR WARWS CONFERENCE	184.00
190038	GW ANALYZER FLUORIDE INSTALL	73.23
190039	DCZ ANALYZER RE PLUMBING	155.53
190040	GILLETTE WEST FLUORIDE ANALYZER INSTALL	11.45
190048	WARWS CONFERENCE (DINNER 4/17/25 - 2 EMPLOYEES)	77.94
190049	WARWS CONFERENCE (DINNER 4/18/25 - 2 EMPLOYEES)	81.52
190050	LODGING FOR WARWS CONFERENCE (DERIC)	184.00
190054	2 CASES TO PROTECT AIR MONITORS	25.98
190055	LODGING FOR WARWS CONFERENCE	184.00
190065	WARWS CONFERENCE (DINNER 4/16/25 - 1 EMPLOYEE)	36.89
190066	LODGING FOR WARWS CONFERENCE (ROY)	276.00
190067	LODGING FOR WARWS CONFERENCE (ROBBY)	276.00
190068	LODGING FOR WARWS CONFERENCE (TIM)	276.00
190084	GROUT FOR MOORCROFT PIT	28.61
190089	SDARWS CONFERENCE (DINNER 4/22/25)	30.35
190090	WORK SWEATERS	323.96
190091	ROZET RANCHETTE METER REPAIR	13.84

Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
66666-MISC P-CARD VENDOR		
190092	ROZET RANCHETTE METER REPAIR	18.20
190094	FEDEX36018043 SHIPPING	36.30
190118	25SC05 Gillette West Fluoride Analyzer	81.00
190132	2 POSITION SWITCHES FOR Cl2 ANALYZERS	411.24
190141	AMPP - CIP1 CLASS REGISTRATION	2,646.00
190156	REMOTE CONTROLLED OUTLET	30.08
190175	LODGING FOR SDARWS CONFERENCE	167.06
190176	SDARWS CONFERENCE (LUNCH 4/24/25)	34.90
190182	PRDF HYPO TANK TRANSFER LINE	84.44
190195	SODIUM HYPOCHLORITE REPAIR	120.00
190204	SUPPLIES FOR 8 MILE	40.00
	VENDOR TOTAL:	**9,644.38**
2038-POWDER RIVER POWER		
189687	TRUCK STOCK	60.42
189691	AIR LINE FOR TRUCK	177.78
	VENDOR TOTAL:	**238.20**
	DIVISION TOTAL:	**9,882.58**
77-SWIMMING POOL		
66666-MISC P-CARD VENDOR		
190134	POOL SUPPLIES (16' STRAIGHT POLE/24" COMBO BRUSH)	570.02
	VENDOR TOTAL:	**570.02**
	DIVISION TOTAL:	**570.02**
	DEPARTMENT TOTAL:	**10,452.60**
	FUND TOTAL:	**10,452.60**

Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
66666-MISC P-CARD VENDOR		
189668	EXTENDO STICK ATTACHMENT	446.25
189669	HOT STICK CLEANER	343.90
189670	EXTENDO FUSE BARREL HOLDER	303.75
189716	ELECTRICAL SAFETY DRAWING CONTEST PRIZES	126.22
189731	AUGER BIT HOLDER	25.74
189751	MILK CRATE	23.96
189778	ELECTRICAL SAFETY DRAWING CONTEST PRIZES	31.92
189812	WORK BENCH/METER WIRING	329.00
189813	MATERIAL	234.00
189814	PVC FENCE PANEL REPAIR @ 1205 BROWN DUCK	144.34
189909	GLOVE ROOM OUTLET	32.52
189910	GLOVE ROOM OUTLET	9.36
189933	LEATHER CUT RESISTANT GLOVES	101.16
190072	LINE LEVEL	6.88
190082	STRING LEVEL	6.47
190094	FEDEX36018043 SHIPPING	107.96
190116	PHASING STICK REPAIR	653.56
190147	CREW APPRECIATION LUNCH	400.00
190185	ELECTRICAL SAFETY DRAWING CONTEST PRIZES	41.14
	VENDOR TOTAL:	**3,368.13**
	DIVISION TOTAL:	**3,368.13**
	DEPARTMENT TOTAL:	**3,368.13**
	FUND TOTAL:	**3,368.13**

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
66666-MISC P-CARD VENDOR		
189682	THE HOME DEPOT #6005 JUNCTION BOXES FOR HEADWORKS	17.45
189685	FLASHLIGHT FOR WWTP	126.84
189720	RX SAFETY GLASSES	300.00
189737	SWEATERS & SHIRTS FOR 2 EMPLOYEES	244.60
189742	CP1 CONFERENCE (BREAKFAST 3/31/25)	20.52
189758	12 QT GALVINIZED BUCKET	10.99
189766	TIRE PRESSURE GAUGE FOR CDL TEST	35.99
189768	CP1 CONFERENCE (DINNER 4/1/25)	40.57
189769	CP1 CONFERENCE (DINNER 5/31/25)	51.49
189772	SCALE HOUSE SUPPLIES	54.64
189773	TIMING BELTS	76.36
189789	WASTEWATER TREATMENT PLANT LEVEL 1 EXAM	106.00
189794	TOOLS	102.58
189798	CP1 CONFERENCE (DINNER 4/2/25)	36.06
189799	SCALE HOUSE SUPPLIES	29.33
189800	SCALE HOUSE SUPPLIES	18.99
189801	SCALE HOUSE SUPPLIES	102.07
189802	WWTP STOCK	579.21
189804	SAFETY TOE WORK BOOTS	150.00
189811	INTERPOSING RELAYS FOR IRON SALTS PUMPS	42.67
189816	CP1 CONFERENCE (DINNER 4/3/25)	29.13
189817	CP1 CONFERENCE (DINNER 4/4/25)	30.42
189818	NITRILE GLOVES	30.00
189822	SCALE HOUSE SUPPLIES	71.12
189823	FEDEX35472612 SHIPPING	70.56
189833	PARTS FOR BP901	133.14
189834	RENTAL CAR FOR CP1 CONFERENCE	506.31
189841	LODGING & PARKING FOR CP1 CONFERENCE	1,919.94
189842	CP1 CONFERENCE (LUNCH 4/5/25)	23.28

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
66666-MISC P-CARD VENDOR		
189875	GRABBERS/BUCKET FOR YARDWASTE	170.18
189876	BLADES FOR SAW	70.94
189877	HANGING FRAMES FOR LICENSES	7.63
189887	CDL LICENSE	58.25
189893	AIR RELIEF VALVE ON HOT WATER SYSTEM RADIATOR IN D	47.82
189899	RETURN DRAIN SNAKE	-159.00
189917	AMAZON MARK* IA91I3IX3 CORDS FOR TV VAN NETWORK UP	35.52
189942	AMPP ETHICS COURSE FOR CP1 LICENSE	99.00
189945	MANHOLE LIFTING BARS	175.76
189953	AMAZON MKTPL*SY8VC5ZI3 UPS FOR TV VAN NETWORK UPGR	886.37
189959	METAL FOR RACKS IN SEPTIC DUMP	226.50
189978	TOOLS FOR R. BROWN	205.10
189979	TOOLS FOR R. BROWN	48.48
189995	BEARINGS FOR P1116	222.75
190007	HOSE REELS FOR NEW HEADWORKS	736.64
190008	PAINT FOR RACKS IN SLUDGE LOADOUT	43.50
190024	AMAZON MKTPL*Y05HF5D63HEADWORKS CELL BOOSTER	645.99
190028	TOASTER FOR BREAKROOM	29.95
190029	BOOTS FOR NEW HIRE (REFUND)	-159.69
190030	WORK BOOTS FOR NEW HIRE	152.09
190031	WORK BOOTS FOR NEW HIRE (ORIGINAL CHARGED TAX & RE	159.69
190034	RETURN LOANER CTR TO CUES	46.48
190035	TOOLS FOR CATHODIC PROTECTION KIT	74.66
190036	3210 & SHACK KEYS	31.40
190051	WORK BOOTS	187.19
190058	PARTS FOR P1116 REBUILD	100.72
190059	MECHANICAL SEAL KIT	619.39
190073	SEAL KIT FOR P1116	440.00
190086	WASTEWATER TREATMENT PLANT LEVEL 3 EXAM	106.00

Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
66666-MISC P-CARD VENDOR		
190112	PRESSURE GAUGES FOR P704 & P706	472.74
190120	SCALE HOUSE SUPPLIES	92.47
190121	SCALE HOUSE SUPPLIES	21.98
190150	ANCHORS FOR HOSE REELS IN SEPTAGE RECEIVING	43.50
190163	SCREWS TO HANG HOSE REELS IN SEPTTAGE RECEIVING	27.95
190170	CABNET FOR HEADWORKS	481.94
190171	PARTS FOR P1116 REBUILD	22.05
	VENDOR TOTAL:	**11,432.20**
1697-NORTHWEST SCIENTIFIC INC		
189847	LAB SUPPLIES	162.17
189848	LAB CHEMICALS	127.84
189869	LAB CHEMICALS	140.70
189987	LAB SOAP	789.96
190018	LAB SOAP	178.15
190080	LAB CHEMICALS	225.88
190081	LAB CHEMICALS	251.91
	VENDOR TOTAL:	**1,876.61**
2038-POWDER RIVER POWER		
189866	FITTINGS & HOSE FOR SEPTAGE LOADOUT	1,373.43
	VENDOR TOTAL:	**1,373.43**
	DIVISION TOTAL:	**14,682.24**
	DEPARTMENT TOTAL:	**14,682.24**
	FUND TOTAL:	**14,682.24**

Invoice Number	Invoice Description	Amount
601-CITY WEST FUND		
50-PUBLIC WORKS		
39-CITY WEST BUILDING MAINT		
66666-MISC P-CARD VENDOR		
189693	FLEET CREW RM	129.47
189744	FLEET CREW RM	38.94
189775	ECSC SPLASH PAD DRAINS	289.98
189779	FLEET CREW ROOM	162.00
189859	FLEET CREW ROOM RENO	170.28
190061	FLEET CREW ROOM	249.90
190161	VM	59.97
	VENDOR TOTAL:	**1,100.54**
	DIVISION TOTAL:	**1,100.54**
	DEPARTMENT TOTAL:	**1,100.54**
	FUND TOTAL:	**1,100.54**

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5130-JENNER EQUIPMENT CO		
189898	PARTS FOR 162 TOOL CAT	128.90
	VENDOR TOTAL:	**128.90**
66666-MISC P-CARD VENDOR		
189677	FUEL FOR 200215 TRIP TO CO	38.66
189688	CONOCO - HOMAX #1 - PD 47 (LOST RECEIPT)	18.20
189714	MAVERIK #5052 - FUEL PD 47	26.66
189741	LOAF N JUG 0130 - FUEL PD 47	39.13
189759	FUEL FOR 200068 IN COLORADO	50.69
189760	FUEL FOR 200215 TRIP TO CO	59.82
189797	EXXON CC 205 - FUEL PD 47	34.32
189815	EXXON CC 202 - FUELD PD 47	21.05
189839	LOAF N JUG 0162 - FUEL PD 47	30.00
189840	EXXON GOOD TO GO STORE - FUEL PD 47	35.00
189843	PART FOR HEATER IN UNIT 150455	163.55
189855	CONOCO - HOMAX #1 - FUELD PD 47	19.94
189895	CONOCO - MAXS CONOCO - FUEL PD 47	32.10
189901	ASE TEST FOR JEREMY	93.00
189902	MATERIAL FOR PLOW REPAIR	158.31
189916	EXXON CC 205 - FUEL PD 47	15.00
189937	NEW STEEL TOE BOOTS FOR DANNY	174.99
189940	CONOCO - HOMAX #1 - FUEL PD 47	29.15
189973	LOAF N JUG 0130 - FUEL PD 47	28.84
189990	FUEL FOR 200215 IN CASPER	34.62
190002	ERIC ASE TESTS	152.00
190032	CONOCO - HOMAX #1 - FUEL PD 47	33.01
190033	SHELL OIL 57446511305 - FUEL PD 59	19.31
190057	LOAF N JUG 0822 - FUEL PD 14	30.40
190117	SHELL OIL 57444279202 - FUEL PD 47	35.87
190119	BULK GREASE FOR HEATED STORAGE/ ONE BARREL FOR STR	1,630.20

Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
66666-MISC P-CARD VENDOR		
190165	SHELL OIL 57446511305 - FUEL PD 14	32.30
190178	EXXON CC 202 - FUEL PD 47	23.25
190179	SHELL OIL 57444279202 - FUEL PD 47	28.61
190180	BIG D #59 - FUEL PD 59	20.52
	VENDOR TOTAL:	**3,108.50**
	DIVISION TOTAL:	**3,237.40**
	DEPARTMENT TOTAL:	**3,237.40**
	FUND TOTAL:	**3,237.40**
	GRAND TOTAL:	**95,807.62**

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

2025 Financial Disclosure Statements

STAFF REFERENCE:

Alicia Allen, City Clerk

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Recognition of the City of Gillette 2025 1st Quarter P.R.I.D.E Award Recipients, Officer Riley and Officer Trebby, of the Gillette Police Department.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:
Nomination

2025 1st QUARTER *P.R.I.D.E.* AWARD

~ Chad Trebby & Carissa Lewis ~

After an extended period working with multiple law enforcement agencies throughout Wyoming, Chad has returned to the Gillette Police Department and hit the ground running. He has been a tremendous asset to the department, especially to his shift. Quickly stepping into key roles, such as a Drone Pilot, Field Training Officer, and a trusted senior officer. Drawing on his extensive experience, he has mentored newer officers and provided guidance in specialty areas. His positive attitude and strong work ethic make him a role model and a pleasure to work with every day.

Officer Carissa Lewis (Riley) has worked for the GPD for almost 10 years and joined patrol about two and a half years ago. This past year Carissa accepted the challenge of helping in both Dispatch and Patrol. This not only was a big help to the department but also to our shift. Recently she became one of our more proactive DUI investigating officers, completing multiple DUI investigations and arrests.

Both Officer Lewis and Officer Trebby exceeded expectations on a call when they helped an elderly woman in desperate need of assistance. Law enforcement, EMS and the CCFD had all been repeatedly called to this woman's residence for medical type calls. Chad and Carissa noticed the woman had medical issues that prevented her from being able to clean, cook and care for herself properly and they took it upon themselves to go above and beyond for this woman.

They coordinated with several different agencies and companies to ensure she was being provided with fresh meals, home cleaning services and being monitored more closely for her medical issues. This involved working with DFS, local cleaning companies, CCMH, Hoskinson Health and others. They even began organizing a shift cleaning get together for the woman. Since these two officers took it upon themselves to better this woman's life while both on and off duty, it has significantly reduced the number of calls received regarding ongoing problems she faces. These two officers could have easily completed the basic medical call and move on to the next call. Instead, they recognized an opportunity to help someone and made a profound impact by providing the kind of care that is beyond what is expected of them.

The Mayor, Council and City Administrator would like to congratulate Chad Trebby and Carissa Lewis in the Police Department for achieving the 1st Quarter P.R.I.D.E. Award for 2025. These individuals were nominated by their peers for outstanding commitment to the City of Gillette and were chosen based on their ability to exemplify the City's core values. Productivity, Responsibility, Integrity, Dedication, and Enthusiasm.

Sincerely,

Shay Lundvall
Mayor

Michael H. Cole
City Administrator

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

A Proclamation designating June 2025 as *National Safety Month.*

STAFF REFERENCE:

Randy Milliron, Safety Manager

ATTACHMENTS:
2025 Safety Day Proclamation

CITY OF GILLETTE
www.gillettewy.gov
Safety Division

Proclamation

June as National Safety Month

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

Whereas, the summer season is a time of increased rates of unintentional injuries and deaths, it is an appropriate time to focus attention on injury risks and prevention. Reducing vehicle accidents by promoting safe driving practices—such as avoiding distractions, obeying traffic laws, and never driving under the influence—remains critical to public safety;

Whereas, the rate of unintentional injuries and deaths in the United States remain at unacceptable levels. The cost of unintentional injuries to workers and their employers exceeds $167 billion each year and causes great suffering among individuals and their families;

Whereas, educating on continuous safety improvement, employee engagement, roadway safety and worker wellbeing remain critical to preventing injuries and deaths in the United States;

Whereas, one of the major contributions to unintentional injuries and deaths are from motor vehicle crashes. Wyoming ranks as the 2nd highest in fatal highway accidents with a rate of 22 deaths per 100,000 people and almost double of the national average;

Whereas, preventing unintentional injuries and deaths requires the cooperation of all levels of government, employers and the general public through training, hazard identification, and strong safety protocols protects workers and reduces unnecessary costs to businesses and families alike;

Whereas, The City of Gillette workers deserve to work for a company that promotes safe and healthy living. Fostering a culture of safety should be a shared value and daily priority. This leads to lasting behavioral change and the prevention of injury and loss in every environment;

Whereas, the National Safety Council and WY/MT Safety Council work to promote policies, practices and procedures leading to increased safety, protection and health in business and industry, in schools and colleges, on roads and highways, and in homes and communities;

Whereas, the National Safety Council and the Wyoming-Montana Safety Council will provide this nation with a month-long public education campaign;

NOW Therefore, be it resolved that I, Shay Lundvall, by virtue of the authority vested in me by the City of Gillette, County of Campbell, and State of Wyoming, do hereby proclaim the month of June 2025, as:

NATIONAL SAFETY MONTH

And strongly urges the citizens and businesses of Gillette to observe National Safety Month by promoting distraction-free driving, practicing safe and healthy behaviors in all aspects of their lives. Please do your part to ensure everyone does not take safety seriously and return home safely. **Remember, Safety is ultimately Everyone's responsibility.**

ADOPTED this 3rd day of June 2025
(Attest)

Alicia Allen, City Clerk

Shay Lundvall, Mayor

611 N. Exchange, Gille? e, WY 82716
307-686-5331 (Office) 307-685-6564 (Fax)
randym@gillettewy.gov

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Things to Know Video for for June, 2025

STAFF REFERENCE:

VIDEO - Jennifer Toscana, Public Affairs Director

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

ORDINANCE 2ND READING
An Ordinance to Amend Chapter 14, Section 14-33 of the Gillette City Code to Account for the Wyoming Repeal Gun Free Zones Act.

SUGGESTED ACTION:

I move for approval of the Ordinance to Amend Chapter 14, Section 14-33 of the Gillette City Code to Account for the Wyoming Repeal Gun Free Zones Act ***(Version A).***

OR

1st READING VOTE 5/2
I move for approval of the Ordinance to Amend Chapter 14, Section 14-33 of the Gillette City Code to Account for the Wyoming Repeal Gun Free Zones Act ***(Version B).***

CASE BACKGROUND:

During the past year's legislative session, the legislature passed the Wyoming Repeal Gun Free Zones Act. In general, this Act permits people to carry concealed weapons in more places than previously allowed. Most notably for City Council purposes, people are now authorized to carry concealed firearms into City Council meetings. This will require amending Section 14-33 of the Gillette City Code, which, in part, is modeled after the statute that the Wyoming Repeal Gun Free Zones Act modifies.

Attached are two versions of an ordinance amending Section 14-33 of the Gillette City Code. The intent of both is to comply with the Wyoming Repeal Gun Free Zones Act. Both versions account for the broader ability to concealed carry in City of Gillette facilities. For example, both versions remove the prohibition against carrying concealed firearms into meetings of the governing body. Both versions still retain the prohibitions against carrying concealed firearms into municipal court or the police departments. Both versions prohibit carrying concealed firearms into City facilities that contain explosive materials.

The difference between the two versions regards the ability to open carry or display firearms within City facilities. Version A permits open carry within City facilities to the same extent that concealed

carry is allowed. As authorized by the Wyoming Repeal Gun Free Zones act (W.S. 6-8-105(d)(iii)), Version B prohibits the open carry or display of firearms within City facilities.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Version B-Conceal Carry but No Open Carry
Version A-Concealed Carry and Open Carry.docx

VERSION B—CONCEALED CARRY BUT NO OPEN CARRY

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 14, SECTION 14-33 OF THE GILLETTE CITY CODE ACCOUNT FOR THE WYOMING REPEAL GUN FREE ZONES ACT.

RECITAL: Pursuant to Wyoming House Bill 0172 (2025), Enrolled Act No. 0024, the Governing Body of the City of Gillette desires to amend Chapter 14, Section 14-33 of the Gillette City Code.

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

SECTION ONE. Chapter 14, Section 14-33, of the Gillette City Code is amended and replaced in its entirety with the following:

§14-33. Deadly Weapons and Firearms; Concealed and Open Carrying.

(a) **Purpose and Authority**. The purpose of this Section is to comply with the State of Wyoming and Federal law regarding the possession and regulation of deadly weapons and firearms. The provisions of this section are legislated under the authority granted by W.S. 6-8-101 through 406 as well as the general powers authorized by Title 15 of the Wyoming Statutes.

(b) **Definitions**.

1. "Courtroom," as defined in W.S. 6-1-104(a)(xvi), means a room in which a judge is presiding over a court of law.

2. "Deadly weapon," as defined in W.S. 6-1-104(a)(iv), means, but is not limited to, a firearm, explosive or incendiary material, motorized vehicle, an animal or other device, instrument, material or substance, which in the manner it is used or is intended to be used is reasonably capable of producing death or Serious bodily injury.

3. "Explosive or Volatile Materials," as contemplated by W.S. 6-1-105(d)(v), means materials that are in either sufficient amount or in a form such that the material could reasonably cause Serious bodily injury due to the material's explosive or volatile nature.

4. "Facility or Facilities" means buildings, enclosed structures, or portions thereof, owned or operated by the City of Gillette.

5. "Firearm," as defined in W.S. 6-8-104(y)(ii), means any pistol, revolver or derringer, designed to be fired by the use of a single hand.

6. "Peace Officer," means any individual identified in W.S. 6-1-104(a)(vi).

7. "Serious bodily injury," as defined in W.S. 6-1-104(a)(x), means bodily injury which:

(A) Creates a substantial risk of death;

(B) Causes severe protracted physical pain;

(C) Causes severe disfigurement or protracted loss or impairment of a bodily function;

(D) Causes unconsciousness or a concussion resulting in protracted loss or impairment of the function of a bodily member, organ or mental faculty;

(E) Causes burns of the second or third degree over a significant portion of the body; or,

(F) Causes a significant fracture or break of a bone.

(c) **Concealed Carry Generally; Peace Officer Exception; Firearm Exception**.

1. Prohibition. Unless otherwise permitted by this Section or other law, no person may possess, wear, or carry a concealed Deadly weapon in the City of Gillette. Neither this Section nor this prohibition apply to Peace Officers.

2. Exception for Firearms. An individual in compliance with W.S. 6-8-104(a)(ii) through (iv) may possess, wear, or carry a concealed Firearm in the City of Gillette to the extent permitted by W.S. 6-8-101 through 105.

(d) **Concealed Carry of Certain Deadly Weapons and City of Gillette Facilities; Exceptions**.

1. Concealed Carry Generally Authorized. In addition to Section 14-33(c)(2), and as permitted by W.S. 6-8-105, a person may possess, wear, or carry a concealed Firearm in City of Gillette Facilities. In order to possess, wear, or carry a concealed Firearm in City of Gillette Facilities, a person must fully conceal and secure the Firearm on their person such that the Firearm is not openly visible or on display.

2. Exceptions. Notwithstanding the above, and as authorized by W.S. 6-8-104(t) and W.S. 6-8-105(d), no person may possess, wear, or carry a concealed Firearm into the following City of Gillette Facilities:

(A) Any Facility used primarily for law enforcement operations or law enforcement administration without the written consent of the chief administrator;

(B) Any Facility used as a Courtroom, except that a judge is not precluded from carrying a concealed Deadly weapon or determining who may carry a concealed weapon in the Courtroom; or,

(C) Any Facility containing Explosive or Volatile Materials. Any such Facility will be clearly and identifiably marked as containing such Explosive or Volatile Materials.

(e) **Open Carry of Firearms and City of Gillette Facilities**. The open carry or display of Firearms is not permitted in City of Gillette Facilities.

(f) **Effective Date**. The effective date for this Section is July 1, 2025.

First Reading: May 20, 2025.

Second Reading: June ____, 2025.

PASSED AND APPROVED on Third and Final Reading this _____ day of June 2025.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record
Date: _____
Signed: _____

VERSION A—CONCEALED CARRY AND OPEN CARRY

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 14, SECTION 14-33 OF THE GILLETTE CITY CODE ACCOUNT FOR THE WYOMING REPEAL GUN FREE ZONES ACT.

RECITAL: Pursuant to Wyoming House Bill 0172 (2025), Enrolled Act No. 0024, the Governing Body of the City of Gillette desires to amend Chapter 14, Section 14-33 of the Gillette City Code.

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

SECTION ONE. Chapter 14, Section 14-33, of the Gillette City Code is amended and replaced in its entirety with the following:

§14-33. Deadly Weapons and Firearms; Concealed and Open Carrying.

(a) **Purpose and Authority**. The purpose of this Section is to comply with the State of Wyoming and Federal law regarding the possession and regulation of deadly weapons and firearms. The provisions of this section are legislated under the authority granted by W.S. 6-8-101 through 406 as well as the general powers authorized by Title 15 of the Wyoming Statutes.

(b) **Definitions**.

1. "Courtroom," as defined in W.S. 6-1-104(a)(xvi), means a room in which a judge is presiding over a court of law.

2. "Deadly weapon," as defined in W.S. 6-1-104(a)(iv), means, but is not limited to, a firearm, explosive or incendiary material, motorized vehicle, an animal or other device, instrument, material or substance, which in the manner it is used or is intended to be used is reasonably capable of producing death or Serious bodily injury.

3. "Explosive or Volatile Materials," as contemplated by W.S. 6-1-105(d)(v), means materials that are in either sufficient amount or in a form such that the material could reasonably cause Serious bodily injury due to the material's explosive or volatile nature.

4. "Facility or Facilities" means buildings, enclosed structures, or portions thereof, owned or operated by the City of Gillette.

5. "Firearm," as defined in W.S. 6-8-104(y)(ii), means any pistol, revolver or derringer, designed to be fired by the use of a single hand.

6. "Peace Officer," means any individual identified in W.S. 6-1-104(a)(vi).

7. "Serious bodily injury," as defined in W.S. 6-1-104(a)(x), means bodily injury which:

(A) Creates a substantial risk of death;

(B) Causes severe protracted physical pain;

(C) Causes severe disfigurement or protracted loss or impairment of a bodily function;

(D) Causes unconsciousness or a concussion resulting in protracted loss or impairment of the function of a bodily member, organ or mental faculty;

(E) Causes burns of the second or third degree over a significant portion of the body; or,

(F) Causes a significant fracture or break of a bone.

(c) **Concealed Carry Generally; Peace Officer Exception; Firearm Exception**.

1. Prohibition. Unless otherwise permitted by this Section or other law, no person may possess, wear, or carry a concealed Deadly weapon in the City of Gillette. Neither this Section nor this prohibition apply to Peace Officers.

2. Exception for Firearms. An individual in compliance with W.S. 6-8-104(a)(ii) through (iv) may possess, wear, or carry a concealed Firearm in the City of Gillette to the extent permitted by W.S. 6-8-101 through 105.

(d) **Concealed Carry of Certain Deadly Weapons and City of Gillette Facilities; Exceptions**.

1. Concealed Carry Generally Authorized. In addition to Section 14-33(c)(2), and as permitted by W.S. 6-8-105, a person may possess, wear, or carry a concealed Firearm in City of Gillette Facilities.

2. Exceptions. Notwithstanding the above, and as authorized by W.S. 6-8-104(t) and W.S. 6-8-105(d), no person may possess, wear, or carry a concealed Firearm into the following City of Gillette Facilities:

(A) Any Facility used primarily for law enforcement operations or law enforcement administration without the written consent of the chief administrator;

(B) Any Facility used as a Courtroom, except that a judge is not precluded from carrying a concealed deadly weapon or determining who may carry a concealed weapon in the Courtroom; or,

(C) Any Facility containing Explosive or Volatile Materials. Any such Facility will be clearly and identifiably marked as containing such Explosive or Volatile Materials.

(e) **Open Carry of Firearms and City of Gillette Facilities**. The open carry or display of Firearms in City of Gillette Facilities is permitted to the same extent as the concealed carry of Firearms are permitted in City of Gillette Facilities.

(f) **Effective Date**. The effective date for this Section is July 1, 2025.

First Reading: May 20, 2025.

Second Reading: June ____, 2025.

PASSED AND APPROVED on Third and Final Reading this _____ day of June 2025.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record
Date: _____
Signed: _____

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

ORDINANCE 3RD READING
An Ordinance to Amend Chapter 10, Sections 10-2, 10-4, 10-5, and 10-7 of the Gillette City Code.

SUGGESTED ACTION:

I move for the approval of the Ordinance to Amend Chapter 10, Sections 10-2, 10-4, 10-5, and 10-7 of the Gillette City Code.

CASE BACKGROUND:

1ST READING COUNCIL VOTE: 5/1
2ND READING COUNCIL VOTE: 7/0

This proposed ordinance amendment includes some requested changed to the Novelty Shop concept under G.C.C. 10-4. This amendment would delete the requirement that certain novelty shops apply for a license on an annual basis. However, these novelty would still be subject to the same prohibit practices and certain location restrictions contained in this Section.

Additionally, based on a meeting with the local farmer's market association, this proposed amendment creates an "umbrella" license that would permit farmer's market associations to cover a number of vendor's under the farmer's market association's license.

Further, the proposed amendment changes and edits some definitions between the Itinerant Vendor and Mobile Food Vendor section to clarify when each applies.

Finally, the proposed amendment broadens the exception to the Special Event license in terms of political protests.

A redline copy of Chapter 10 is attached as well.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:
Ordinance Amending Chapter 10
Chapter 10 Proposed Amendments (Redline)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 10, SECTIONS 10-2, 10-4, 10-5, AND 10-7 OF THE GILLETTE CITY CODE.

RECITAL: the Governing Body of the City of Gillette desires to amend Chapter 10 Section 10-2 "Itinerant Vendors and Door-to-door Solicitors", 10-4 "Sexually Oriented Businesses", 10-5 "Mobile Food Vendors", and 10-7 "Special Events, Parades, and Public Right of Way and City Property Closures" of the Gillette City Code.

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

SECTION ONE. Chapter 10 Section 10-2 of the Gillette City Code is amended to read as follows (with changes noted in red):

§10-2. Itinerant Vendors and Door-to-door Solicitors

1. Purpose; Authority; Scope

a. The purpose of this Section is to establish regulations and procedures for licensing and regulating temporary or transient merchants, known as itinerant vendors, and residential door-to-door solicitors conducting or soliciting sales and related activities within the City.

b. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(a)(xiii) and W.S. 33-20-210.

c. All applicants must comply with W.S. 33-20-201, et. seq. in addition to this Section.

d. Unless an individual or entity is utilizing a Mobile Food Unit or Mobile Food Truck as defined in G.C.C. 10-5(2), an individual or entity licensed under this Section does not need a separate Mobile Food Vendors license governed by G.C.C. 10-5.

2. Definitions

a. "Applicant" means an individual who is at least eighteen (18) years of age, that is affiliated with a corporation, partnership, limited liability company, organization, association, or other lawfully formed entity, and is a designated representative of the same.

b. "Itinerant Vendor" means all persons, business, or organizations, either as principal and agent, that transact any temporary or transient business selling goods and services of any kind, either in one locality or more or by traveling from one or more places in Wyoming, and, for the purpose of carrying on such business hire, lease or occupy a building or permanent structure, temporary structure (including, but not limited to, tents) or motor vehicle, for the exhibition and sale of such goods, limited food items under the definitions of Food Stands or Pushcarts below, wares or merchandise.

c. "Door-to-door Solicitor" means any person, business, or organization that sells, offers for sale, takes or solicits orders for, gives away, delivers or promises to deliver in the future goods or services of kind at any residential property in the City. This definition

does not apply to instances where the owner or occupant of residential property expressly invites a Door-to-door Solicitor to enter the residential property.

d. "Food Stands" or "Pushcarts" means non-permanent and movable stands or carts that may be moved that provide pre-packaged or home-grown food items, or food items requiring only limited preparation.

e. "Prohibition Sign" means all signs or notices in the English language of legible size, designed and apparently intended to serve notice or convey the meaning that any person coming upon the property where the same is posted as an unsolicited sales or Itinerant Vendor is unwelcome and is not to call upon the occupant or tenant of the property.

f. "Residential property" means any building or structure, or part thereof, located within the City that is predominantly occupied by any person(s) as a dwelling, home, or place of abode.

g. "Sale," "Sales," "Sell" as used in this section means a transaction between two or more adult parties that involves the exchange of tangible or intangible goods, services, or other assets for money.

3. Itinerant Vendor License, Application

a. Itinerant Vendor Licenses are issued by the City Clerk.

b. To be considered for an Itinerant Vendor's license, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.

i. Applications Must Include the Following Information:

1. Applicant's name, home address, telephone number, email, date of birth, and aliases.
2. All affiliated business or organization name(s), physical and mailing addresses, phone numbers, and contact emails.
3. Whether the Applicant, or their affiliated business or organization has ever had a similar type of license revoked, suspended, or denied, and, if so, a summary of the reasons regarding such revocation, suspension, or denial.
4. Proposed date(s) of sales, proposed hours of operation, the address or location and zoning classification of the proposed site for the sales.
5. A description of the items to be sold.
6. If the location of the sales is on a private parking lot, then submission of written permission of the owner of the lot must be provided to the City Clerk, and available upon request at any time the license is in use.

ii. Authorization and Consent

1. Applicants must affirm that their affiliated business or organization is authorized by the Wyoming Secretary of State to do business in Wyoming, as well as if the applicant has acquired a Wyoming state sales tax license.
2. Applicants must swear that the information contained in the application is true and correct.
3. For purposes of verifying the information contained in the application is truthful, Applicants must authorize the City to seek information and conduct investigations of the Applicant.

iii. Applications for "Umbrella" Licenses for Farmer's Markets Permitted

1. A non-profit farmer's market organization may apply for an umbrella Itinerant Vendor license under which multiple vendors may operate.
2. In addition to the information required by G.C.C. 10-2(3)(b)(i) and (ii), an applicant for an umbrella license must provide:
    a. The name, address, telephone number, and email address of each proposed vendor to be covered under the umbrella license; and,
    b. A description of the items each such vendor will sell.
3. The above information must be provided to the City Clerk either at the time of submitting an application, or within one (1) week after the date in which a proposed vendor participates in an event covered by the umbrella license.

iv. Timeline for Approval and Utilization
1. Upon submission of the application, the license will be denied or approved and available for retrieval from the City Clerk's office within three (3) business days.

v. Fees:
1. The fee for an Itinerant Vendor License or umbrella license is fifty dollars ($50).

c. Upon receipt of an application and payment of the required license fee, the City Clerk will forward the application to the Chief of Police, or his designee, for an applicant background review and recommendation. The Chief of Police or his designee has the authority to recommend approval or denial of any application for the Itinerant Vendor License, or any proposed vendor under an umbrella license, for the general health, safety, and welfare of the community. The City Clerk may require additional inspections and approvals by other City agencies.

d. Every person licensed as an Itinerant Vendor must possess and display the license issued by the City in a conspicuous place within public view while conducting sales.

4. Residential Door-to-door Solicitor's License Required

a. Door-to-Door Solicitor's Licenses are issued by the City Clerk.

b. To be considered for a Door-to-door Solicitor's License, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.

i. Applications Must Include the Following Information:
1. Applicant's name, home address, telephone number, email, date of birth, any known or used aliases, and confirmation of being at least eighteen (18) years of age or older.
2. If applicable, all affiliated business or organization name(s), physical and mailing addresses, phone numbers, contact emails, and the name and contact information of the individual who will be responsible on behalf of the licensee for supervising any individual receiving a license identification badge to conduct activities.
3. Identification of each individual, including a social security number, proposed to receive a license identification badge to conduct activities as a door-to-door solicitor, with the same requirements identified in b.i.1. above.

4. Two (2) current front-face portrait photographs of each individual identified above. The photographs must be approximately two inches (2") by two inches (2") in size. One photo will be retained by the City Clerk, and one will be affied to the license identification badge.
5. Whether the applicant or affiliated business or organization, has ever had a similar type of business license, in Wyoming or elsewhere, revoked, suspended, or denied, and any reason for such action.
6. Proposed date(s) of door-to-door sales, proposed hours of operation, and copies of any advertising materials used.
7. A description of any items, goods, merchandise, or services that will be offered for sale or involved in the taking of sale orders by the door-to-door solicitors.

ii. Authorization and Consent
1. Applicants must affirm that their affiliated business or organization is authorized by the Wyoming Secretary of State to do business in Wyoming, as well as if the applicant has acquired a Wyoming state sales tax license.
2. Applicants must swear that the information contained in the application is true and correct.
3. For purposes of verifying the information contained in the application is truthful, Applicants must authorize the City to seek information and conduct investigations of the Applicant(s).

iii. Timeline for approval and utilization
1. Upon submission of the application, and if approved, the application and any badges that will be issued will be available for retrieval from the City Clerk's office after three (3) business days.

iv. Authorized hours of Solicitation
1. Door-to-door Solicitors License may only be utilized from the hours of 10 a.m. to 7 p.m. Mountain Standard Time (MST).

v. Fees
1. The fee for a Door-to-door Solicitors License is fifty dollars ($50).
2. Each individual person applying for a badge to work or otherwise participate under the license must pay a fee of ten dollars ($10) for the background check and for the creation of an identifying badge.

c. Upon receipt of an application and payment of the required license fee, the City Clerk will forward the application to the Chief of Police, or his designee, for an applicant background review and recommendation. The Chief of Police or his designee has the authority to recommend approval or denial of any application for the Residential Door-to-door Salesmen and Solicitors License for the general health, safety, and welfare of the community. The City Clerk may require additional inspections and approvals by other City agencies.
d. Every person licensed under the Door-to-door Solicitors License must possess and display their City-issued badge in a conspicuous place within public view while conducting Door-to-door sales.

5. Prohibited Practices for Itinerant Vendors and Door-to-Door Solicitors

a. No Door-to-Door Solicitor may contact any individual at a residence with a Prohibition Sign.
b. No Door-to-Door Solicitor may contact, engage with, or conduct activities at locations or residences after having been requested by the owner or occupant of such location to leave the premises or resident.
c. No Door-to-Door Solicitor shall fail to verbally identify themselves and the business or organization they represent, and the purpose of the solicitation, at the time of initial contact with a prospective customer or donor.
d. No person, business, or organization licensed under this section may misrepresent the purpose of the solicitation or sale or use false, deceptive, misleading, or untrue information in any communication with any individual. This may include but is not limited to information such as orders placed by other residents or neighbors to induce a sale, or any plan or scheme which misrepresents the true purpose of the Sale.
e. No person, business, or organization licensed under this section may make statements to any person indicating or implying that the issuance of the license by the City Clerk constitutes an endorsement by the City.
f. No Itinerant Vendor or Door-to-Door Solicitor may conduct business or activity allowed by this Chapter for more than ten (10) total days per calendar year; however, vendors utilizing Food Stands or Push Cart, or vendors of fresh produce, fruit, farmer's markets products, or Christmas trees may apply to the City Administrator or his designee for one ninety (90) day exemption from this provision.

6. Exemptions

a. Individuals participating in the following activities must refrain from engaging in the Prohibited Practices stated above, but are exempt from the licensing requirements stated in this Section:
    i. Any person(s) hosting, participating in, or deriving proceeds from non-profit activities, including religious, educational, and charitable activities.
    ii. Any fund-raising sales by a recognized school or educational organization, where profits solely benefit student members, or a school/organization sponsored event. This exemption includes individuals participating in and deriving proceeds from such activities.
    iii. Distribution of free literature or information which is not affiliated with any form of attempting to offer to sell, or take orders for any goods, merchandise, or service.
    iv. The sale of any of any home-made goods by a child age seventeen (17) or under in one stationary, temporary location.

SECTION TWO. Chapter 10 Section 10-4 of the Gillette City Code is amended to read as follows (with changes noted in red):

§10-4. Sexually Oriented Businesses

1. Authority; Purpose

a. The provisions of this Section are legislated by virtue of the authority granted under W.S. 15-1-103(a)(xvi), and other relevant laws and regulations.

b. The purpose of this chapter is to promote the health, safety, morals, and general welfare of the citizens of the city, and to establish reasonable and uniform regulations to prevent concentration of sexually oriented businesses within the City.

2. Definitions

a. "Adult Cabaret" means a building or portion of a building featuring dancing or other live entertainment if the dancing or entertainment emphasizes the exhibiting of specific sexual activities or specified anatomical areas for observation by patrons.
b. "Adult Media" means magazines, books, videotapes, movies, slides, CD-ROMs, DVDs, images, or technology or other media used or depicting displaying, or describing hard-core Sexual Material.
c. "Adult Media Store" means an establishment that rents, sells, or otherwise as a significant aspect of its operation distributes adult media, including, but not limited to, establishments that advertise or hold themselves out in any forum as "XXX," "adult," "sex," or otherwise as a sexually oriented business other than an Adult Motion Picture Theater, or Adult Cabaret.
d. "Adult Motion Picture Theater" means an establishment emphasizing as a significant aspect of its operations Hard-core Sexual Materials in its movies or other media.
e. "Display Publicly" means the act of exposing, placing, posting, exhibiting, or in any fashion displaying in any location, whether public or private, an item in such a manner that it may be easily seen and its content or character distinguished by normal unaided vision viewing it form a street, highway, or public sidewalk, or from the property of others.
f. "Establishment" means any business regulated by this Section.
g. "Explicit Sexual material" means any Hard-core Sexual Material.
h. "Hard-core Sexual Material" means media characterized by sexual activity that includes one or more of the following: erect male sexual organ; contact of the mouth, tongue, or lips of one person with the genitals of another person; penetration of any body part of a person into any body orifice of another person; display of open female labia; penetration of a foreign object into a body orifice of a person, displace of male ejaculation or the aftermath of male ejaculation.
i. "Nude Model Studio" means any place where a person who appears nude, mostly nude, or displays any human sexual organ and is provided to be observed, sketched, drawn, painted, sculptured, photographed, or similarly depicted by other persons who pay money offer other forms of consideration.
    i. This shall not include:
        1. a proprietary school licensed by the State of Wyoming, or any college, junior college, or university supported entirely or in party by public taxation;
        2. a private college or university which maintains and operates educational programs in which credits are transferable to a college, junior college, or university supported entirely or partly by taxation; or
        3. a structure that has no sign visible from the exterior of the structure and no other advertising that indicates a nude or mostly nude person is available for viewing.
j. "Media" means anything printed or written, or any picture, drawing, photograph, motion picture, film, videotape, DVD, images of any kind, or any reproduction of

anything that is or may be used as a means of communication. Media includes but is not limited to books, newspapers, magazines, movies, videos, sound recordings, CD-ROMs, DVDs, other magnetic media, and undeveloped pictures.

k. "Semi-Nude or Semi-Nude Condition" means a state of dress where clothing covers no more than the genitals, pubic region, and areolae of the female breast, as well as portions of the body covered by supporting straps or devices.

l. "Sexually Oriented Toys or Novelties" includes but is not limited to items such as artificial sexual organs, vibrators, lubrication, etc.

m. "Novelty Shop" means an establishment that offers for sale items from both of the following categories and such items constitute at least thirty (30%) of local revenues for the establishment:
   i. Lingerie; and,
   ii. Sexually oriented toys or novelties.

n. "Sexually Oriented Business" means and describes collectively, but is not limited to Adult Cabaret, Adult Motion Picture Theater, Adult Media Store, Novelty Shop, or any combination thereof.

3. Application for License; Fees; Prohibition on Re-applying

a. Sexually Oriented Business licenses are issued by the Gillette City Council.

b. To be considered for a Sexually Oriented Business license, persons at least eighteen (18) years' old, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.

c. Applications must contain the following information:
   i. Name, address, telephone number, date of birth, and email contact for the individual filling out the application.
   ii. Name, physical address, telephone number, and email contact of the business or proposed business effected by the application, as well as the classification of business, whether a partnership, corporation, L.L.C., etc.
   iii. A sketch or diagram showing the configuration of the business premises, including a statement of total floor space occupied by the business.
   iv. A specific description of the location of the business.
   v. An explanation of the general nature of the business and intended hours of operation.
   vi. A signature of each applicant that the license would include, with any individual that has a financial interest in the business or plans for the business, swearing to the truthfulness of the contents of the application under penalty of perjury.

d. A copy of the application will be provided to the Gillette Police Department for investigation of the application. Application information may also be referred to other agencies and departments for approval of the proposed business at the proposed premises.

e. Fees
   i. The fee for a Sexually Oriented Business license is two hundred and fifty dollars ($250).

f. If an application is denied, suspended, or revoked, an applicant must wait one (1) year from the date of the denial before re-applying for a Sexually Oriented Business license.

4. Licensing Exemption for Certain Novelty Shops; Permitted Locations

a. As long as they are not combined with any other type of Sexually Oriented Business, Novelty Shops consisting of 2,000 square feet or less are exempt from the application procedures and licensing requirements above ("Exempted Novelty Shops").
b. Notwithstanding G.C.C. 10-4(5)(c), Exempted Novelty Shops may operate in the C-1, C-2, and C-3 zoning districts, as defined in the G.C.C. Chapter 20 Zoning Ordinance.
c. All Exempted Novelty Shops must comply with G.C.C. 10-4(5)(a)(i-v) and (b)
d. All Exempted Novelty Shops must comply with G.C.C. 10-4(6).
e. Failure to comply with this G.C.C. 10-4(4) may result in the Gillette City Council requiring an Exempted Novelty Shop to apply for a Sexually Oriented Business license.

5. Location Requirements and Restrictions of Sexually Oriented Businesses

a. No Sexually Oriented Business may be within five hundred (500) feet of the following:
   i. Religious institutions.
   ii. Preschool and K-12 educational institutions.
   iii. Parks, playgrounds, and recreational facilities.
   iv. Libraries.
   v. Childcare centers, family childcare centers, and family childcare homes, or youth organizations like the Boys and Girls Club.
   vi. Any location being used as a residence.
   vii. Another Sexually Oriented Business.
b. The measurement of the five-hundred-foot set back shall be made in a straight line:
   i. For other Sexually Oriented Businesses to the nearest portion of the structure used for the business.
   ii. For all other restricted businesses without regard to intervening structures or objects, from the nearest portion of the structure used for a sexually oriented business, to the nearest portion of the lot line for such protected use.
c. Zoning
   i. [Deleted]
   ii. All Sexually Oriented Businesses must operate within the I-2 Heavy Industrial District, as defined in the G.C.C. Chapter 20 Zoning Ordinance.

6. Prohibited Practices

a. No person operating or employed by a Sexually Oriented Business may permit a person under the age of eighteen (18) to enter or remain in the Sexually Oriented Business, unless the minor is accompanied by a parent or guardian.
b. No person operating or employed by a Sexually Oriented Business may allow a person under the age of eighteen (18) to purchase goods or services from the Sexually Oriented Business without the specific consent of such minor's parent or guardian.
c. No person operating or employed by a Sexually Oriented Business may permit a person under the age of eighteen (18) to work at the Sexually Oriented Business.
d. No person operating or employed by a Sexually Oriented Business may permit the Sexually Oriented Business to remain open for business at any time between 2:00 a.m. and 6:00 a.m. on any day.
e. No person operating or employed by a Sexually Oriented Business may permit the viewing or showing of digital Adult Media, including, but not limited to, film or video, on the Sexually Oriented Business premises.

f. With respect to Sexually Oriented Businesses functioning as an Adult Cabaret, no person, other than an employee, may appear, entertain, or perform in a semi-nude condition.
g. With respect to Sexually Oriented Businesses functioning as an Adult Cabaret, employees appearing, entertaining, or performing in a semi-nude condition may not have any direct physical contact with any patron or customer

7. Inspections

a. An applicant or licensee must permit representatives of the Gillette Police Department, fire department, health department, building inspection, or any other agency and department as requested to enter and inspect the premises to ensure compliance with the law before being licensed, and at any time after it is occupied and opened for business.

SECTION THREE. Chapter 10 Section 10-5 of the Gillette City Code is amended to read as follows (with changes noted in red):

§10-5. Mobile Food Vendors

1. Authority; Purpose; Incorporation of Food Safety Rule

a. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(a)(v).
b. The purpose of this Section is to protect the public health, safety, and welfare of the community by licensing and regulating the operations and activities of mobile food vendors within the City.
c. Food Safety Rule
    i. The Wyoming Food Safety Rule, as amended, issued by the Wyoming Department of Agriculture together with the Department of Health and the Governor's Food Safety Council is adopted and incorporated as part of this Section.
d. Any person or entity licensed under this Section for any covered food or food service does not need a separate Itinerant Vendors license under Section 10-2.

2. Definitions

a. "Food" means any water, beverage, edible or consumable substance in raw, cooked, frozen, or pre-packaged forms.
b. **[Deleted].**
c. "Health Officer" means Health Officer from the City of Gillette, Campbell County, or State of Wyoming.
d. "Mobile Food Truck" means a motorized, wheeled vehicle or towable wheeled trailer designed and equipped to prepare and serve food.
e. "Mobile Food Unit" means a vehicular food unit utilized solely to provide pre-packaged food in individual serving sizes which have been transported from an inspected approved permanent food service establishment or food preparation facility which serves as the base of operation for the mobile food unit.
f. "Mobile Food Vendors" means any person or entity utilizing Mobile Food Trucks or Mobile Food Units to either sell or provide free of charge Food to the general public.

3. Application for License; Fees; Display

a. Mobile Food Vendor Licenses are issued by the City Clerk. Each Mobile Food Truck and Mobile Food Unit requires a separate Mobile Food Vendor License.
b. To be considered for a Mobile Food Vendor license, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
c. Applications must contain the following information and accompanying materials:
    i. Name, address, email, and telephone number of the applicant.
    ii. Name of any business and the business' affiliated address and contact information.
    iii. Proof of application for food service permit filed with the County Health Officer or the State Department of Agriculture, as required.
    iv. Proof of application for a sales tax permit through the State of Wyoming.
    v. Written or typed description of the type of food items, whether pre-packaged or requiring some preparation, or for full preparation proposed to be sold from the Mobile Food Vendor.
    vi. Affirmation that owners of private property consent in writing to the applicant using such property for Mobile Food Vendor activity.
d. Fee
    i. The fee for each Mobile Food Vendor license is seventy-five dollars ($75).
e. Display Requirement
    i. Licenses issued must be posted and displayed in a conspicuous place at the licensed or permitted premises, vehicle, cart, stand, or otherwise as applicable after being issued.

4. Inspection; Responsibilities

a. Prior to offering to provide any Food, Mobile Food Vendors proposed to be used for food preparation must be available for inspection and approval by a Health Officer and/or any city representative as required by the City Clerk, including but not limited to a representative from the Fire Department or Police Department. The preparation and sale of food products, including all equipment and items to be utilized in the preparation process, must meet state and local sanitation, health, and safety requirements.
b. At all times during operation, Mobile Food Vendors shall clean the sidewalk, street, or premises adjacent to and within twenty-five (25) feet radius of any point of sale or distribution. Such cleaning shall consist of picking up and disposing of any paper, cardboard, wood, plastic, containers, wrappers, or any litter reasonably assumed to result from the vendor's operations. Any trash, refuse, or liquid waste must be disposed of in a proper manner normally expected by a permanent brick and mortar restaurant.
c. All Mobile Food Vendors shall provide a suitable container for the placement of litter and trash by its customers.
d. All Mobile Food Vendors must comply with Chapter 9 of the G.C.C.

5. Location Restrictions and Requirements

a. General Restrictions and Requirements. No Mobile Food Vendor may:
    i. Operate within One hundred (100) feet of the primary entrance of a restaurant, measured from the center of the primary entrance of the restaurant by the most direct pedestrian path, without written consent of the affected restaurant owner(s).

ii. Operate within Fifteen (15) feet of a fire hydrant.
iii. Operate within Ten (10) feet of any crosswalk, whether at an intersection of public rights-of-way or at mid-block crossing.
iv. Operate within Ten (10) feet of any curb loading signed area.
v. Operate within Ten (10) feet of any public transportation stop.
vi. Operate within Five (5) feet of any handicapped parking place or access ramp.
vii. Operate within any public alleyway.
viii. Operate within any area or lot zoned as any residential classification under the City of Gillette Zoning Code, unless such operation is associated with a Parade or Special Event permit.
    1. Additionally, this zoning restriction does not apply to Mobile Food Vendors operating "ice cream trucks." For purposes of this sub-sub section, "ice cream truck" means any motor vehicle for which ice cream, ice milk, frozen dairy products, ice sherbets, frozen deserts flavored ice, or other similar products are sold.
ix. Park and operate diagonally or across multiple parking spaces, unless such operation is associated with a Parade or Special Event permit.
x. Sell or distribute Food directly to any person situated in a motor vehicle.

b. Public Property Restrictions and Requirements. In addition to the General Restrictions and Requirements, Mobile Food Vendors may not:
    i. Operate with a street, road, or public right of way unless such operation in a street, road, or public right way is associated with a Parade or Special Event permit that results in the closure of the street, road, or public right of way.
    ii. Leave any Food Stand, Mobile Food Unit, or Mobile Food Unit unattended in the street, road, or public right-of-way during permitted operations.
    iii. Park or operate in any street, road, or public right-of-way for the purposes of doing business in such a manner as to impede or interfere with the free movement of vehicular, bicycle, or pedestrian traffic, or visually obstruct the safe movement of vehicular, bicycle, or pedestrian traffic.
    iv. Operate anywhere within the Energy Capital Sports Complex, unless the City Administrator so permits in writing.
    v. Operate anywhere within a City park or other City owned property, whether dedicated to the public or not, unless the City Administrator so permits in writing.

c. Private Property Restrictions and Requirements. In addition to the General Restrictions and Requirements, Mobile Food Vendors must:
    i. Not operate on any privately owned property without the prior written consent of the property owner.
    ii. Display or provide proof upon request of the City of the written consent of the property owner.

6. Exemptions

a. Individuals participating in the following activities must refrain from engaging in the Prohibited Practices stated above, but are exempt from the licensing requirements stated in this Section:
    i. Any person(s) hosting, participating in, or deriving proceeds from non-profit activities, including religious, educational, and charitable activities.

ii. Any fund-raising sales by a recognized school or educational organization, where profits solely benefit student members, or a school/organization sponsored event. This exemption includes individuals participating in and deriving proceeds from such activities.

iii. Minors aged seventeen (17) years and younger operating a beverage stand selling lemonade, iced tea, or similar beverages on property owned, leased, or rented by their parent or legal guardians are exempt from the provisions of this Section.

SECTION FOUR. Chapter 10 Section 10-7 of the Gillette City Code is amended to read as follows (with changes noted in read):

§10-7. Special Events, Parades, and Public Rights of Way and City Property Closures

1. **Authority; Purpose**
   a. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(xvii).
   b. Permits under this section are issued for events that may impede a street or public right of way or are held on outdoor City property.
2. **Definitions**
   a. "Parade" means any march, ceremony, show, exhibition, or procession of any kind, or any similar display, in or upon any street, public right of way, park, or other public property within the City that hosts either:
      i. Fifty (50) or more people; or
      ii. Ten (10) or more vehicles
   b. "Special Event" means any festival, gathering, event, fair, or meeting organized for purposes of a limited duration that include, but are not limited to, sport, exhibition, trade, commerce, competition, entertainment, or music that are to be held on any street, road, public right of way, or City property.
3. **Exceptions**
   a. This section does not regulate the following activity:
      i. So long as they do not occur on a public street or road, pedestrian marches or gatherings to exercise the Constitutional rights of free speech or religion (such as protest activity and the right to redress government) do not need to obtain a permit under this Section. The organizers of such marches or gatherings must provide notice to the Gillette Police Department of the dates and locations of the marches or gatherings. Such marches or gatherings must not:
         1. Impede pedestrian traffic along public sidewalks;
         2. Impede ingress and egress from any building, structure, or parking lot; or,
         3. Disrupt traffic along any public street or road.
      ii. Funeral processions; or,
      iii. City, County, State, or Federal governmental agencies acting within the scope of their functions and duties.
4. **Application for Permit; Fees; Insurance and Indemnity; Approval or Disapproval**

a. Permits for Special Events, Parades, or Public Rights of Way and City Property closures are issued by the Gillette City Council.
b. To be considered for a Special Event, Parade, Public Rights of Way and City Property Closure permit, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
c. Applications must contain the following information:
    i. The name, address, email, and telephone number of the person seeking the permit.
    ii. If the Parade or Special Event is to be conducted for, on behalf of, or by any organization then the name, address, email, and telephone number of the organization.
    iii. The date and approximate time, both beginning and end, proposed for the Special Event or Parade.
    iv. The proposed public property, City property to be used, or street, road, or public right of way to be used, including the starting and termination point, that the applicant is requesting to be closed to traffic.
    v. The approximate number of persons, animals, and/or vehicles in the Special Event or Parade.
    vi. The location and time that participants will gather before and after the Special Event or Parade.
d. The Chief of Police may follow up to request any additional information reasonably necessary to determine whether a permit should be issued.
e. All Special Event and Parade permit applications must be submitted at least thirty (30) days prior to the requested date for the event to occur.
f. Fees; Insurance; Indemnity
    i. A fee of $25 must be submitted at the time of Special Event or Parade permit application. This fee will be returned if the permit application is denied.
    ii. Proof of general liability insurance in an amount to be determined by the City Administrator or his designee, relative to the Special Event or Parade's risk exposure.
        1. Applicants or permittees must agree to indemnify, hold harmless, and defend the City, its members of the governing body, directors, officers, agents, representatives, and employees from and against any and all claims, demands, penalties, liens, losses, fines, liabilities, damages, interest, costs, or expenses (including without limitation reasonable attorneys' fees and court costs), whether or not involving a third party claim, arising out of or in connection with: (a) the acts, errors, omissions, conduct, or operations of applicant or permittee or any of its officers, sub-contractors, agents, or employees; or (b) any breach of any of the representations, warranties, covenants, obligations or duties contained in the application or permit; or (c) any violation of any federal, state, or local laws, rules, or regulations. The indemnification obligations herein shall not be limited by reason of the enumeration of any insurance coverage and shall survive the termination of any permit or license.

iii. Holders of permits issued under this Section will be required to pay certain fees for items such as electricity and waste pickup. These fees are listed on the relevant application.

5. **Violations; Penalties**
   a. The following violations shall be considered a misdemeanor under this Section:
      i. Failure to obtain a permit for activities regulated by this Section.
      ii. Making an untrue statement on any application under this Section that is subsequently submitted to the City Clerk.
   b. Any holder of a valid license under this Section who violates the provisions of this Section is subject to suspension or revocation proceedings against the operating license.

First Reading: _____, 2025.
Second Reading: _____, 2025.
PASSED AND APPROVED on Third and Final Reading this ___ day of _____ 2025.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record
Date: _____
Signed: _____

ORDINANCE NO. 4054

AN ORDINANCE AMENDING AND REPLACING CHAPTER 10 OF THE GILLETTE CITY CODE REGARDING LICENSES AND PERMITS.

RECITAL: the Governing Body of the City of Gillette desires to amend replace in its entirety Chapter 10 of the Gillette City Code.

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

SECTION ONE. Chapter 10 of the Gillette City Code is replaced in its entirety with the following:

CHAPTER TEN

LICENSES AND PERMITS

ARTICLE I. GENERAL

10-1 Licenses and Permits in General

ARTICLE II. LICENSES

10-2 Itinerant Vendors and Door-to-door Solicitors

10-3 Pawnbrokers

10-4 Sexually Oriented Businesses

10-5 Mobile Food Vendors

ARTICLE III. PERMITS

10-6 Circuses, Carnivals, and Amusement Rides

10-7 Special Events, Parades, and Public Rights of Way and City Property Closures

ARTICLE I. GENERAL

§10-1. Licenses and Permits in General

1. **Purpose, Authority, Applicability, Exemptions, Issuing of Licenses and Permits Generally**
    a. The purpose of this Chapter is to protect the health, safety, and general welfare of those receiving certain goods and services by providing regulations for the providers of such goods and services.
    b. The provisions of this Chapter are legislated under the authority granted by W.S. 15-1-103(a)(xiii).
    c. As stated in this Chapter, certain licenses are issued by the City Clerk. No action by the Gillette City Council is necessary for the City Clerk to issue these licenses. Licenses and permits considered by the Gillette City Council require a majority vote to be issued. No person or organization shall be deemed to be licensed or permitted under this Chapter until the license or permit is issued and delivered, with all applicable fees paid.
    d. No person, business, or organization may engage in any business or activity regulated by this Chapter without first having obtained the relevant license or permit.
2. **Register of Licenses and Permits**
    a. The City Clerk shall keep a register of licenses and permits. This register will state the names of each person, business, and/or organization holding a license or permit, contain a copy of each application, state the type of license or permit granted, state the fee paid for each license or permit, and state the day the license becomes active.
3. **Term and Renewal**
    a. Permits are valid and effective for the dates and times specified in an approved application or as modified by the Gillette City Council.
    b. Licenses are valid and effective for the calendar year in which the license is granted. Licenses must be renewed, and the applicable fee paid, each calendar year prior to engaging in the activity granted by the relevant license.
4. **Duty to Update**
    a. Any applicant granted a license shall notify the City Clerk's office, who will notify the Gillette Police Department, of any change in any of the information required to be provided by this Chapter within five (5) business days after such change occurs.
5. **Denial Suspension, or Revocation of License or Permit**
    a. Denials; Procedure. With respect to licenses and permits issued by the City Clerk, the City Clerk may deny any application for a license or permit if:

        i. a license or permit applicant fails to provide the requested application information or accompanying materials (including the required fee);
        ii. a license or permit applicant fails to provide accurate application information;
        iii. any City agency recommends denying the application; or,
        iv. the applicant has previously violated provisions of this Chapter for the type of license or permit sought, or has otherwise had the same type of license or permit suspended or revoked.

    If the City Clerk denies an application, the applicant may appeal the denial to the City Administrator. Any such appeal must be in writing, state the basis for why the denial is

improper, and be submitted to the City Administrator within three (3) days of the denial. Within fifteen (15) days of receipt of a proper appeal, the City Administrator shall issue a written determination either approving the application or affirming the denial of the application. If the application is denied by the City Administrator, the applicant may appeal such denial to the Gillette City Council. Any such appeal must be in writing, state the basis for why the denial is improper, and be submitted to the Gillette City Council within three (3) days of the denial. Upon receipt of a proper appeal, the matter will be placed on the Gillette City Council's next agenda for consideration. Unless otherwise provided in this Chapter, and except for fees associated with background checks or finger printing, any license or permit fee will be returned to the applicant if the application is denied.

b. Suspensions and Revocations; Basis. The permits and licenses issued under this Chapter may be revoked or suspended for the following reasons:

   i. Fraud, misrepresentations, or false statements contained in an application;
   ii. Violating any provision of this Chapter with respect to the relevant license or permit; or
   iii. Conviction of the licensee or permittee of any felony or misdemeanor involving perjury, fraud, or false statements.

c. Suspensions and Revocations; Procedure; Effect of Notice. To suspend or revoke a license under this Chapter, the City Administrator must submit a written notice of suspension or revocation hearing to the licensee or permittee. This written notice must state the basis for the suspension or revocation and state the date and time of a hearing where the Gillette City Council will consider the suspension or revocation matter. This written notice must be provided to the licensee or permittee at least five (5) days prior to the hearing. This notice may be provided to the licensee or permittee at the address or email address provided by the licensee or permittee on the application for the license or permit. Upon receipt of the notice, the licensee or permittee must immediately cease engaging in the activity for which the license or permit is necessary.

d. Suspension and Revocation; Hearing. At the suspension or revocation hearing, the Gillette City Council will determine whether to suspend or revoke the licensee or permittee's license or permit. The Gillette City Council may also place any term or condition upon the licensee or permittee's license or permit that it deems necessary in its sole discretion. If the licensee or permittee fails to attend this hearing, then the license or permit shall be revoked.

6. Exemptions

a. This Chapter does not apply to events held at CAM-PLEX, unless otherwise noted.
b. This Chapter does not apply to licenses issued under Chapter 3 of the G.C.C.
c. This Chapter does not apply to licenses issued under Chapter 5 of the G.C.C.

7. Violations and Penalties Generally

a. Unless otherwise stated in this Chapter, any violation of any provision of this Chapter by any person, business, or organization is a misdemeanor, punishable by a fine of up to seven hundred fifty dollars ($750). Each day a violation occurs or persists is a separate offense. Violations of the provisions of this Chapter may serve as a basis for suspension or revocation proceedings and future denials of applications for the same type of license or permit.

ARTICLE II. LICENSES

§10-2. Itinerant Vendors and Door-to-door Solicitors

1. Purpose; Authority; Scope

a. The purpose of this Section is to establish regulations and procedures for licensing and regulating temporary or transient merchants, known as itinerant vendors, and residential door-to-door solicitors conducting or soliciting sales and related activities within the City.

b. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(a)(xiii) and W.S. 33-20-210.

c. All applicants must comply with W.S. 33-20-201, et. seq. in addition to this Section.

d. d. Unless an individual or entity is utilizing a Mobile Food Unit or Mobile Food Truck as defined in G.C.C. 10-5(2), an individual or entity licensed under this Section does not need a separate Mobile Food Vendors license governed by G.C.C. 10-5. ~~This Section does not apply to Mobile Food Vendors governed by Section 10-5.~~

2. Definitions

a. "Applicant" means an individual who is at least eighteen (18) years of age, that is affiliated with a corporation, partnership, limited liability company, organization, association, or other lawfully formed entity, and is a designated representative of the same.

b. "Itinerant Vendor" means all persons, business, or organizations, either as principal and agent, that transact any temporary or transient business selling goods and services of any kind, either in one locality or more or by traveling from one or more places in Wyoming, and, for the purpose of carrying on such business hire, lease or occupy a building or permanent structure, temporary structure (including, but not limited to, tents) or motor vehicle, for the exhibition and sale of such goods, limited food items under the definitions of Food Stands or Pushcarts below, wares or merchandise.

c. "Door-to-door Solicitor" means any person, business, or organization that sells, offers for sale, takes or solicits orders for, gives away, delivers or promises to deliver in the future goods or services of kind at any residential property in the City. This definition does not apply to instances where the owner or occupant of residential property expressly invites a Door-to-door Solicitor to enter the residential property.

~~c.~~d. "Food Stands" or "Pushcarts" means non-permanent and movable stands or carts that may be moved that provide pre-packaged or home-grown food items, or food items requiring only limited preparation.

~~d.~~c. "Prohibition Sign" means all signs or notices in the English language of legible size, designed and apparently intended to serve notice or convey the meaning that any person coming upon the property where the same is posted as an unsolicited sales or Itinerant Vendor is unwelcome and is not to call upon the occupant or tenant of the property.

~~e.~~f. "Residential property" means any building or structure, or part thereof, located within the City that is predominantly occupied by any person(s) as a dwelling, home, or place of abode.

~~f.~~g. "Sale," "Sales," "Sell" as used in this section means a transaction between two or more adult parties that involves the exchange of tangible or intangible goods, services, or other assets for money.

3. Itinerant Vendor License, Application

a. Itinerant Vendor Licenses are issued by the City Clerk.
b. To be considered for an Itinerant Vendor's license, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
    i. Applications Must Include the Following Information:
        1. Applicant's name, home address, telephone number, email, date of birth, and aliases.
        2. All affiliated business or organization name(s), physical and mailing addresses, phone numbers, and contact emails.
        3. Whether the Applicant, or their affiliated business or organization has ever had a similar type of license revoked, suspended, or denied, and, if so, a summary of the reasons regarding such revocation, suspension, or denial.
        4. Proposed date(s) of sales, proposed hours of operation, the address or location and zoning classification of the proposed site for the sales.
        5. A description of the items to be sold.
        6. If the location of the sales is on a private parking lot, then submission of written permission of the owner of the lot must be provided to the City Clerk, and available upon request at any time the license is in use.
    ii. Authorization and Consent
        1. Applicants must affirm that their affiliated business or organization is authorized by the Wyoming Secretary of State to do business in Wyoming, as well as if the applicant has acquired a Wyoming state sales tax license.
        2. Applicants must swear that the information contained in the application is true and correct.
        3. For purposes of verifying the information contained in the application is truthful, Applicants must authorize the City to seek information and conduct investigations of the Applicant.
    iii. Applications for "Umbrella" Licenses for Farmer's Markets Permitted
        1. A non-profit farmer's market organization may apply for an umbrella Itinerant Vendor license under which multiple vendors may operate.
        2. In addition to the information required by G.C.C. 10-2(3)(b)(i) and (ii), an applicant for an umbrella license must provide:
            a. The name, address, telephone number, and email address of each proposed vendor to be covered under the umbrella license; and,
            b. A description of the items each such vendor will sell.
        3. The above information must be provided to the City Clerk either at the time of submitting an application, or within one (1) week of the date in which a proposed vendor participates in an event covered by the umbrella license.
    ~~iii.~~ iv. Timeline for Approval and Utilization
        1. Upon submission of the application, the license will be denied or approved and available for retrieval from the City Clerk's office within three (3) business days.

~~iv.~~v. Fees:

1. The fee for an Itinerant Vendor License or umbrella license is fifty dollars ($50).

c. Upon receipt of an application and payment of the required license fee, the City Clerk will forward the application to the Chief of Police, or his designee, for an applicant background review and recommendation. The Chief of Police or his designee has the authority to recommend approval or denial of any application for the Itinerant Vendor License, or any proposed vendor under an umbrella license, for the general health, safety, and welfare of the community. The City Clerk may require additional inspections and approvals by other City agencies.

d. Every person licensed as an Itinerant Vendor must possess and display the license issued by the City in a conspicuous place within public view while conducting sales.

4. Residential Door-to-door Solicitor's License Required

a. Door-to-Door Solicitor's Licenses are issued by the City Clerk.

b. To be considered for a Door-to-door Solicitor's License, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.

i. Applications Must Include the Following Information:

1. Applicant's name, home address, telephone number, email, date of birth, any known or used aliases, and confirmation of being at least eighteen (18) years of age or older.
2. If applicable, all affiliated business or organization name(s), physical and mailing addresses, phone numbers, contact emails, and the name and contact information of the individual who will be responsible on behalf of the licensee for supervising any individual receiving a license identification badge to conduct activities.
3. Identification of each individual, including a social security number, proposed to receive a license identification badge to conduct activities as a door-to-door solicitor, with the same requirements identified in b.i.1. above.
4. Two (2) current front-face portrait photographs of each individual identified above. The photographs must be approximately two inches (2") by two inches (2") in size. One photo will be retained by the City Clerk, and one will be affied to the license identification badge.
5. Whether the applicant or affiliated business or organization, has ever had a similar type of business license, in Wyoming or elsewhere, revoked, suspended, or denied, and any reason for such action.
6. Proposed date(s) of door-to-door sales, proposed hours of operation, and copies of any advertising materials used.
7. A description of any items, goods, merchandise, or services that will be offered for sale or involved in the taking of sale orders by the door-to-door solicitors.

ii. Authorization and Consent

1. Applicants must affirm that their affiliated business or organization is authorized by the Wyoming Secretary of State to do business in

Wyoming, as well as if the applicant has acquired a Wyoming state sales tax license.

2. Applicants must swear that the information contained in the application is true and correct.
3. For purposes of verifying the information contained in the application is truthful, Applicants must authorize the City to seek information and conduct investigations of the Applicant(s).

iii. Timeline for approval and utilization

1. Upon submission of the application, and if approved, the application and any badges that will be issued will be available for retrieval from the City Clerk's office after three (3) business days.

iv. Authorized hours of Solicitation

1. Door-to-door Solicitors License may only be utilized from the hours of 10 a.m. to 7 p.m. Mountain Standard Time (MST).

v. Fees

1. The fee for a Door-to-door Solicitors License is fifty dollars ($50).
2. Each individual person applying for a badge to work or otherwise participate under the license must pay a fee of ten dollars ($10) for the background check and for the creation of an identifying badge.

c. Upon receipt of an application and payment of the required license fee, the City Clerk will forward the application to the Chief of Police, or his designee, for an applicant background review and recommendation. The Chief of Police or his designee has the authority to recommend approval or denial of any application for the Residential Door-to-door Salesmen and Solicitors License for the general health, safety, and welfare of the community. The City Clerk may require additional inspections and approvals by other City agencies.
d. Every person licensed under the Door-to-door Solicitors License must possess and display their City-issued badge in a conspicuous place within public view while conducting Door-to-door sales.

5. Prohibited Practices for Itinerant Vendors and Door-to-Door Solicitors

a. No Door-to-Door Solicitor may contact any individual at a residence with a Prohibition Sign.
b. No Door-to-Door Solicitor may contact, engage with, or conduct activities at locations or residences after having been requested by the owner or occupant of such location to leave the premises or resident.
c. No Door-to-Door Solicitor shall fail to verbally identify themselves and the business or organization they represent, and the purpose of the solicitation, at the time of initial contact with a prospective customer or donor.
d. No person, business, or organization licensed under this section may misrepresent the purpose of the solicitation or sale or use false, deceptive, misleading, or untrue information in any communication with any individual. This may include but is not limited to information such as orders placed by other residents or neighbors to induce a sale, or any plan or scheme which misrepresents the true purpose of the Sale.
e. No person, business, or organization licensed under this section may make statements to any person indicating or implying that the issuance of the license by the City Clerk constitutes an endorsement by the City.

f. No Itinerant Vendor or Door-to-Door Solicitor may conduct business or activity allowed by this Chapter for more than ten (10) total days per calendar year; however, vendors utilizing Food Stands or Push Cart, or vendors of fresh produce, fruit, farmer's markets products, ~~vendors of fresh produce, fruit,~~ or Christmas trees may apply to the City Administrator or his designee for one ninety (90) day exemption from this provision.

6. Exemptions

a. Individuals participating in the following activities must refrain from engaging in the Prohibited Practices stated above, but are exempt from the licensing requirements stated in this Section:

i. Any person(s) hosting, participating in, or deriving proceeds from non-profit activities, including religious, educational, and charitable activities.

ii. Any fund-raising sales by a recognized school or educational organization, where profits solely benefit student members, or a school/organization sponsored event. This exemption includes individuals participating in and deriving proceeds from such activities.

iii. Distribution of free literature or information which is not affiliated with any form of attempting to offer to sell, or take orders for any goods, merchandise, or service.

iv. The sale of any of any home-made goods by a child age seventeen (17) or under in one stationary, temporary location.

§10-3. Pawnbrokers

1. Purpose and Authority

a. The purpose of this Section is to establish regulations and procedures for licensing and regulating Pawnbroker related activities within the City.

b. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(a)(xiii), W.S. 5-1-105(a)(xliii), and W.S. 40-14-359(b).

2. Definitions

a. "Month" means the period of time from one date in a calendar month to the corresponding date in the following calendar month; if computations are made for a fraction of a month, a day will be one-thirtieth of one month.

b. "Pawnbroker" means a person engaged in the business of making Pawn Transactions.

c. "Pawn Shop" means the location or premises in which a Pawnbroker conducts business.

d. "Pawn Transaction" means the act of lending money on the security of pledged goods or the act of purchasing tangible personal property on condition that it may be redeemed or repurchased by the seller for a fixed period of time.

e. "Pledged Goods" means tangible personal property which is deposited with or otherwise actually delivered into the possession of a pawnbroker in the course of his or her business in connection with a pawn transaction. This does not include securities or printed evidence of indebtedness.

f. "Redemption Period" means the period of time from a transaction date to maturity date of a Pawn Transaction.

3. Application for License

a. Pawnbroker Licenses are issued by the City Clerk.

b. To be considered for a Pawnbroker License, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
c. Applications must contain the following information and accompanying materials:
    i. Date of application or renewal request.
    ii. Business name, street address, mailing address, business phone number, and email.
    iii. Owners name, address, social security number, and home phone number.
    iv. Evidence that the applicant has obtained a license from the Administrator of the Wyoming Uniform Consumer Credit Code, authorizing them to engage in business making supervised loans. (*see* W.S. 40-14-341(a)). This includes the State license number, issue date, and local license number.
    v. A signature by the applicant under penalty of perjury pertaining to the information within the application.
d. To qualify for a license under this Section, a person or business must first obtain and submit proof of a license from the administrator of the Wyoming Uniform Consumer Credit Code, authorizing him to engage in the business of making supervised loans pursuant to W.S. 40-14-634.

4. Fee

a. The fee for a Pawnbroker License is one hundred dollars ($100).

5. Records and Notification

a. Pawnbrokers must keep an accurate and detailed record of all personal property, bonds, notes, and other securities received or purchased. These materials must be maintained at the Pawnbroker's Pawn Shop. These records must include the following information:
    i. Descriptive or identifying marks that may be found on the Pledged Goods or other items, including but not limited to description of the item, brand name, model, serial numbers, or other general identifying qualities.
    ii. Name, residential address, identification provided, date of birth, sex, height, weight, color of hair and eyes, and signature of the individual pawning or selling property.
    iii. Name of the Pawnbroker and address of the Pawn Shop.
    iv. Loan number, date, and dollar amount of the transaction.
b. Pawnbrokers must ensure that individuals attempting to sell or pawn property sign each record indicating ownership of any property involved with the loan.
c. All books and records shall be preserved or made available to law enforcement for a period of four (4) years from the date of the transaction, or two (2) years from final entry made in a transaction, whichever is later.
d. Any items that are purchased and not engaged in trade by a Pawn Shop or Pawnbroker shall be kept by the Pawnbroker for a period of fourteen (14) days before offering the items for sale, and keep record of these items in the same manner described in section three above.
e. Pawnbrokers must, upon request during ordinary business hours, submit and show records required by this Section for the inspection of the Chief of Police or their designee in conjunction with any investigation of Pawnbroker transactions. Any Pawnbroker must also exhibit for inspection of any such officers any goods, property,

bonds, notes, or other securities that may have been received upon request of law enforcement.

f. Before noon of each working day, each Pawnbroker shall make and deliver to the Chief of Police a substantiated copy of the entries made on the previous day as herein provided and shall use forms for that purpose provided through Gillette Police Department (GPD), which shall be kept clean and legible and no entry marks erased, defaced, or removed for any reason.

6. Finance Charges, Loan Terms

a. Information concerning finance charges, terms of agreement, and all other relevant information concerning a Pawn Transaction shall be disclosed to any person desiring to enter into a Pawn Transaction with a Pawnbroker at the time of the transaction. All information disclosed shall conform to the requirements of Federal Reserve Regulation Z of the Truth in Lending Act, and applicable Wyoming Statutes. All property identification tickets shall have the maximum rate of interest to be charged printed on the face of the ticket. The printing shall be obvious, and clearly legible.

b. A Pawnbroker shall not engage in false or misleading advertising concerning the terms or conditions of credit with respect to a Pawn Transaction.

c. Except as otherwise provided in this section, the term of any Pawn Transaction made under this Section shall not exceed forty-five (45) days. At the expiration of the forty-five (45) day term, the Pawnbroker may, at the depositor's request, renew the loan for an additional thirty (30) day term.

7. Prohibited Practices and Requirements

a. Pawnbrokers may not knowingly accept or otherwise obtain any stolen or illegally obtained good is guilty of a misdemeanor.

b. Any Pawnbroker who has accepted, obtained, or bought any property or goods, either new or second hand from any person, not knowing the same to have been stolen or illegally obtained at the time, must deliver the same into the hands of the lawful owner when such owner shall have made a reasonably accurate and certain identification by means of number or description in the presence of an investigating officer.

c. Pawnbrokers may not pledge or dispose for sale or trade any item which is known or found to be stolen.

d. Pawnbrokers must refrain from transactions or conducting any business with any minor person under the age of eighteen (18).

§10-4. Sexually Oriented Businesses

1. Authority; Purpose

a. The provisions of this Section are legislated by virtue of the authority granted under W.S. 15-1-103(a)(xvi), and other relevant laws and regulations.

b. The purpose of this chapter is to promote the health, safety, morals, and general welfare of the citizens of the city, and to establish reasonable and uniform regulations to prevent concentration of sexually oriented businesses within the City.

2. Definitions

a. "Adult Cabaret" means a building or portion of a building featuring dancing or other live entertainment if the dancing or entertainment emphasizes the exhibiting of specific sexual activities or specified anatomical areas for observation by patrons.

b. “Adult Media” means magazines, books, videotapes, movies, slides, CD-ROMs, DVDs, images, or technology or other media used or depicting displaying, or describing hard-core Sexual Material.
c. “Adult Media Store” means an establishment that rents, sells, or otherwise as a significant aspect of its operation distributes adult media, including, but not limited to, establishments that advertise or hold themselves out in any forum as “XXX,” “adult,” “sex,” or otherwise as a sexually oriented business other than an Adult Motion Picture Theater, or Adult Cabaret.
d. “Adult Motion Picture Theater” means an establishment emphasizing as a significant aspect of its operations Hard-core Sexual Materials in its movies or other media.
e. “Display Publicly” means the act of exposing, placing, posting, exhibiting, or in any fashion displaying in any location, whether public or private, an item in such a manner that it may be easily seen and its content or character distinguished by normal unaided vision viewing it form a street, highway, or public sidewalk, or from the property of others.
f. “Establishment” means any business regulated by this Section.
g. “Explicit Sexual material” means any Hard-core Sexual Material.
h. “Hard-core Sexual Material” means media characterized by sexual activity that includes one or more of the following: erect male sexual organ; contact of the mouth, tongue, or lips of one person with the genitals of another person; penetration of any body part of a person into any body orifice of another person; display of open female labia; penetration of a foreign object into a body orifice of a person, displace of male ejaculation or the aftermath of male ejaculation.
i. “Nude Model Studio” means any place where a person who appears nude, mostly nude, or displays any human sexual organ and is provided to be observed, sketched, drawn, painted, sculptured, photographed, or similarly depicted by other persons who pay money offer other forms of consideration.
    i. This shall not include:
        1. a proprietary school licensed by the State of Wyoming, or any college, junior college, or university supported entirely or in party by public taxation;
        2. a private college or university which maintains and operates educational programs in which credits are transferable to a college, junior college, or university supported entirely or partly by taxation; or
        3. a structure that has no sign visible from the exterior of the structure and no other advertising that indicates a nude or mostly nude person is available for viewing.
j. “Media” means anything printed or written, or any picture, drawing, photograph, motion picture, film, videotape, DVD, images of any kind, or any reproduction of anything that is or may be used as a means of communication. Media includes but is not limited to books, newspapers, magazines, movies, videos, sound recordings, CD-ROMs, DVDs, other magnetic media, and undeveloped pictures.
k. “Semi-Nude or Semi-Nude Condition” means a state of dress where clothing covers no more than the genitals, pubic region, and areolae of the female breast, as well as portions of the body covered by supporting straps or devices.

l. "Sexually Oriented Toys or Novelties" includes but is not limited to items such as artificial sexual organs, vibrators, lubrication, etc.
m. "Novelty Shop" means an establishment that offers for sale items from both of the following categories and such items constitute at least thirty (30%) of local revenues for the establishment:
    i. Lingerie; and,
    ii. Sexually oriented toys or novelties.
n. "Sexually Oriented Business" means and describes collectively, but is not limited to Adult Cabaret, Adult Motion Picture Theater, Adult Media Store, Novelty Shop, or any combination thereof.

3. Application for License; Fees; Prohibition on Re-applying

a. Sexually Oriented Business licenses are issued by the Gillette City Council.
b. To be considered for a Sexually Oriented Business license, persons at least eighteen (18) years' old, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
c. Applications must contain the following information:
    i. Name, address, telephone number, date of birth, and email contact for the individual filling out the application.
    ii. Name, physical address, telephone number, and email contact of the business or proposed business effected by the application, as well as the classification of business, whether a partnership, corporation, L.L.C., etc.
    iii. A sketch or diagram showing the configuration of the business premises, including a statement of total floor space occupied by the business.
    iv. A specific description of the location of the business.
    v. An explanation of the general nature of the business and intended hours of operation.
    vi. A signature of each applicant that the license would include, with any individual that has a financial interest in the business or plans for the business, swearing to the truthfulness of the contents of the application under penalty of perjury.
d. A copy of the application will be provided to the Gillette Police Department for investigation of the application. Application information may also be referred to other agencies and departments for approval of the proposed business at the proposed premises.
e. Fees
    i. The fee for a Sexually Oriented Business license is two hundred and fifty dollars ($250).
f. If an application is denied, suspended, or revoked, an applicant must wait one (1) year from the date of the denial before re-applying for a Sexually Oriented Business license.

4. Licensing Exemption for Certain Novelty Shops; Permitted Locations ~~Location Requirements and Restrictions of Sexually Oriented Businesses~~

a. As long as they are not combined with any other type of Sexually Oriented Business, Novelty Shops consisting of 2,000 square feet or less are exempt from the application procedures and licensing requirements above ("Exempted Novelty Shops").
b. Notwithstanding G.C.C. 10-4(5)(c), Exempted Novelty Shops may operate in the C-1, C-2, and C-3 zoning districts, as defined in the G.C.C. Chapter 20 Zoning Ordinance.
c. All Exempted Novelty Shops must comply with G.C.C. 10-4(5)(a)(i-v) and (b)

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d. All Exempted Novelty Shops must comply with G.C.C. 10-4(6).
e. Failure to comply with this G.C.C. 10-4(4) may result in the Gillette City Council requiring an Exempted Novelty Shop to apply for a Sexually Oriented Business license.

4.5. Location Requirements and Restrictions of Sexually Oriented Businesses

a. No Sexually Oriented Business may be within five hundred (500) feet of the following:
   i. Religious institutions.
   ii. Preschool and K-12 educational institutions.
   iii. Parks, playgrounds, and recreational facilities.
   iv. Libraries.
   v. Childcare centers, family childcare centers, and family childcare homes, or youth organizations like the Boys and Girls Club.
   vi. Any location being used as a residence.
   vii. Another Sexually Oriented Business.
b. The measurement of the five-hundred-foot set back shall be made in a straight line:
   i. For other Sexually Oriented Businesses to the nearest portion of the structure used for the business.
   ii. For all other restricted businesses without regard to intervening structures or objects, from the nearest portion of the structure used for a sexually oriented business, to the nearest portion of the lot line for such protected use.
c. Zoning
   ~~i. As long as they are not combined with any other type of Sexually Oriented Business, Novelty shops consisting of 2,000 square feet or less may operate in the C-1, C-2, and C-3 zoning districts, as defined in the G.C.C. Chapter 20 Zoning Ordinance.~~
   ii~~.~~. All ~~other~~ Sexually Oriented Businesses must operate within the I-2 Heavy Industrial District, as defined in the G.C.C. Chapter 20 Zoning Ordinance.

5.6.Prohibited Practices

a. No person operating or employed by a Sexually Oriented Business may permit a person under the age of eighteen (18) to enter or remain in the Sexually Oriented Business, unless the minor is accompanied by a parent or guardian.
b. No person operating or employed by a Sexually Oriented Business may allow a person under the age of eighteen (18) to purchase goods or services from the Sexually Oriented Business without the specific consent of such minor's parent or guardian.
c. No person operating or employed by a Sexually Oriented Business may permit a person under the age of eighteen (18) to work at the Sexually Oriented Business.
d. No person operating or employed by a Sexually Oriented Business may permit the Sexually Oriented Business to remain open for business at any time between 2:00 a.m. and 6:00 a.m. on any day.
e. No person operating or employed by a Sexually Oriented Business may permit the viewing or showing of digital Adult Media, including, but not limited to, film or video, on the Sexually Oriented Business premises.
f. With respect to Sexually Oriented Businesses functioning as an Adult Cabaret, no person, other than an employee, may appear, entertain, or perform in a semi-nude condition.

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g. With respect to Sexually Oriented Businesses functioning as an Adult Cabaret, employees appearing, entertaining, or performing in a semi-nude condition may not have any direct physical contact with any patron or customer

~~6.~~7. **Inspections**

a. An applicant or licensee must permit representatives of the Gillette Police Department, fire department, health department, building inspection, or any other agency and department as requested to enter and inspect the premises to ensure compliance with the law before being licensed, and at any time after it is occupied and opened for business.

§10-5. Mobile Food Vendors

1. **Authority; Purpose; Incorporation of Food Safety Rule**
   a. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(a)(v).
   b. The purpose of this Section is to protect the public health, safety, and welfare of the community by licensing and regulating the operations and activities of mobile food vendors within the City.
   c. Food Safety Rule
      i. The Wyoming Food Safety Rule, as amended, issued by the Wyoming Department of Agriculture together with the Department of Health and the Governor's Food Safety Council is adopted and incorporated as part of this Section.
   d. d. Any person or entity licensed under this Section for any covered food or food service does not need a separate Itinerant Vendors license under Section 10-2.~~This Section does not apply to Itinerant Vendors governed by Section 10-2.~~
2. **Definitions**
   a. "Food" means any water, beverage, edible or consumable substance in raw, cooked, frozen, or pre-packaged forms.
   ~~b. "Food Stands" or "Pushcarts" means non-permanent stands or carts that may be moved that provide approved and inspected pre-packaged food items and/or those food items requiring only limited preparation as approved by the Health Officer.~~
   ~~c.~~b. "Health Officer" means Health Officer from the City of Gillette, Campbell County, or State of Wyoming.
   ~~d.~~c. "Mobile Food Truck" means a motorized, wheeled vehicle or towable wheeled trailer designed and equipped to prepare and serve food.
   ~~e.~~d. "Mobile Food Unit" means a vehicular food unit utilized solely to provide pre-packaged food in individual serving sizes which have been transported from an inspected approved permanent food service establishment or food preparation facility which serves as the base of operation for the mobile food unit.
   ~~f.~~e. "Mobile Food Vendors" means any person or entity utilizing ~~Food Stands, Pushcarts,~~ Mobile Food Trucks~~,~~ or Mobile Food Units to either sell or provide free of charge Food to the general public~~, and includes vendors selling consumable products at farmers markets, bazaars, and other similar events~~.
3. **Application for License; Fees; Display**

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a. Mobile Food Vendor Licenses are issued by the City Clerk. Each ~~Food Stand, Pushcart,~~ Mobile Food Truck~~,~~ and Mobile Food Unit requires a separate Mobile Food Vendor License.
b. To be considered for a Mobile Food Vendor license, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
c. Applications must contain the following information and accompanying materials:
    i. Name, address, email, and telephone number of the applicant.
    ii. Name of any business and the business' affiliated address and contact information.
    iii. Proof of application for food service permit filed with the County Health Officer or the State Department of Agriculture, as required.
    iv. Proof of application for a sales tax permit through the State of Wyoming.
    v. Written or typed description of the type of food items, whether pre-packaged or requiring some preparation, or for full preparation proposed to be sold from the Mobile Food Vendor.
    vi. Affirmation that owners of private property consent in writing to the applicant using such property for Mobile Food Vendor activity.
d. Fee
    i. The fee for each Mobile Food Vendor license is seventy-five dollars ($75).
e. Display Requirement
    i. Licenses issued must be posted and displayed in a conspicuous place at the licensed or permitted premises, vehicle, cart, stand, or otherwise as applicable after being issued.

4. Inspection; Responsibilities

a. Prior to offering to provide any Food, Mobile Food Vendors proposed to be used for food preparation must be available for inspection and approval by a Health Officer and/or any city representative as required by the City Clerk, including but not limited to a representative from the Fire Department or Police Department. The preparation and sale of food products, including all equipment and items to be utilized in the preparation process, must meet state and local sanitation, health, and safety requirements.
b. At all times during operation, Mobile Food Vendors shall clean the sidewalk, street, or premises adjacent to and within twenty-five (25) feet radius of any point of sale or distribution. Such cleaning shall consist of picking up and disposing of any paper, cardboard, wood, plastic, containers, wrappers, or any litter reasonably assumed to result from the vendor's operations. Any trash, refuse, or liquid waste must be disposed of in a proper manner normally expected by a permanent brick and mortar restaurant.
c. All Mobile Food Vendors shall provide a suitable container for the placement of litter and trash by its customers.
d. All Mobile Food Vendors must comply with Chapter 9 of the G.C.C.

5. Location Restrictions and Requirements

a. General Restrictions and Requirements. No Mobile Food Vendor may:
    i. Operate within One hundred (100) feet of the primary entrance of a restaurant, measured from the center of the primary entrance of the restaurant by the most

direct pedestrian path, without written consent of the affected restaurant owner(s).

ii. Operate within Fifteen (15) feet of a fire hydrant.

iii. Operate within Ten (10) feet of any crosswalk, whether at an intersection of public rights-of-way or at mid-block crossing.

iv. Operate within Ten (10) feet of any curb loading signed area.

v. Operate within Ten (10) feet of any public transportation stop.

vi. Operate within Five (5) feet of any handicapped parking place or access ramp.

vii. Operate within any public alleyway.

viii. Operate within any area or lot zoned as any residential classification under the City of Gillette Zoning Code, unless such operation is associated with a Parade or Special Event permit.

1. Additionally, this zoning restriction does not apply to Mobile Food Vendors operating "ice cream trucks." For purposes of this sub-sub section, "ice cream truck" means any motor vehicle for which ice cream, ice milk, frozen dairy products, ice sherbets, frozen deserts flavored ice, or other similar products are sold.

ix. Park and operate diagonally or across multiple parking spaces, unless such operation is associated with a Parade or Special Event permit.

x. Sell or distribute Food directly to any person situated in a motor vehicle.

b. Public Property Restrictions and Requirements. In addition to the General Restrictions and Requirements, Mobile Food Vendors may not:

i. Operate with a street, road, or public right of way unless such operation in a street, road, or public right way is associated with a Parade or Special Event permit that results in the closure of the street, road, or public right of way.

ii. Leave any Food Stand, Mobile Food Unit, or Mobile Food Unit unattended in the street, road, or public right-of-way during permitted operations.

iii. Park or operate in any street, road, or public right-of-way for the purposes of doing business in such a manner as to impede or interfere with the free movement of vehicular, bicycle, or pedestrian traffic, or visually obstruct the safe movement of vehicular, bicycle, or pedestrian traffic.

iv. Operate anywhere within the Energy Capital Sports Complex, unless the City Administrator so permits in writing.

v. Operate anywhere within a City park or other City owned property, whether dedicated to the public or not, unless the City Administrator so permits in writing.

c. Private Property Restrictions and Requirements. In addition to the General Restrictions and Requirements, Mobile Food Vendors must:

i. Not operate on any privately owned property without the prior written consent of the property owner.

ii. Display or provide proof upon request of the City of the written consent of the property owner.

6. Exemptions

a. Individuals participating in the following activities must refrain from engaging in the Prohibited Practices stated above, but are exempt from the licensing requirements stated in this Section:

i. Any person(s) hosting, participating in, or deriving proceeds from non-profit activities, including religious, educational, and charitable activities.
ii. Any fund-raising sales by a recognized school or educational organization, where profits solely benefit student members, or a school/organization sponsored event. This exemption includes individuals participating in and deriving proceeds from such activities.
iii. Minors aged seventeen (17) years and younger operating a beverage stand selling lemonade, iced tea, or similar beverages on property owned, leased, or rented by their parent or legal guardians are exempt from the provisions of this Section.

ARTICLE III. PERMITS

§10-6. Circuses, Carnivals, and Amusement Rides

1. Purpose, Authority, General Provisions
a. The purpose of this Section is to establish regulations and procedures for permitting and regulating Circuses, Carnivals, and Amusement Rides.
b. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103, and W.S. 33-6-101 through 104.

2. Definitions
a. "Amusement Ride" means any device that carries or conveys passengers over a fixed or restricted route or course within a defined area, for the purpose of giving its passengers amusement, thrills, or excitement. This definition does NOT include:
i. Coin operated rides that do not require the supervision of an operator.
ii. Non-mechanized playground equipment.
iii. Air inflatable rides or devices, live animal rides, physical fitness/training devices, or obstacle/challenge courses.
b. "Applicant" means the individual(s) applying for a permit under this Section, whether as an individual or on behalf of a company or organization.
c. "Carnival" means any traveling enterprise offering a variety of games, rides, exhibits and amusements to the public.
d. "Circus" means an arena, which may or may not be tent-covered, used for providing public entertainment generally including but not limited to feats of skill and daring, animal acts, and or performances by clowns.

3. Application for Permit, Inspections
a. Permits to conduct a Carnival, Circus, or Amusements Rides are issued by the Gillette City Council.
b. To be considered for a permit to conduct a Carnival, Circus, or provide access to an Amusement Ride, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
c. Applications must contain the following information and accompanying materials:
i. The name, address, telephone number, and email of the owner of the Circus, Carnival, Amusement Ride(s), or other similar shows desiring to be exhibited.
ii. The number and character of the exhibitions or rides for which admission shall be charged.
iii. The proposed date(s) for the relevant event.

iv. The location of the proposed Carnival, Circus, or Amusement Ride must be given by reference to the lot and block description of the property in sufficient detail to permit review by City agencies concerned with the enforcement of all relevant City ordinances concerning the flow of traffic, parking, code, and land use.
v. Detailed prices to be charged, including if different prices will be charged for adults and children.
vi. A copy of the lease or other agreement between the landowner and the permittee that demonstrates permission for the event.
vii. The date, name, address, and contact information for the most recent three (3) agencies with approved a permit for a show or other performance of the same Carnival, Circus, or Amusement Rides that occurred before the application with the City.
viii. Proof of liability insurance in an amount not less than one million dollars ($1,000,000), or other amount as required by the City.
ix. Applicant or permittee must agree to indemnify, hold harmless, and defend the City, its members of the governing body, directors, officers, agents, representatives, and employees from and against any and all claims, demands, penalties, liens, losses, fines, liabilities, damages, interest, costs, or expenses (including without limitation reasonable attorneys' fees and court costs), whether or not involving a third party claim, arising out of Applicant or Licensee or in connection with: (a) the acts, errors, omissions, conduct, or operations of or any of its officers, sub-contractors, agents, or employees; or (b) any breach of any of the representations, warranties, covenants, obligations or duties contained in the Application or license/permit; or (c) any violation of any federal, state, or local laws, rules, or regulations. The indemnification obligations herein shall not be limited by reason of the enumeration of any insurance coverage and shall survive the termination of any permit or license.

d. Inspections

i. The Chief of Police, or their designee, along with any other federal, state, or local government agency is authorized to inspect any carnival game or amusement ride to determine acceptability and safety.

e. Fees

i. The fee for a Carnival, Circus, or Amusement Ride permit is one hundred dollars ($100) per day for each day of the relevant activity.

4. Responsibility of Safety and Compliance

a. All Carnivals, Circus', and Amusement Rides shall be operated and maintained in such a manner as to ensure the safety of patrons and visitors.
b. In addition to the provisions of this Section, every permittee shall comply with any regulation applicable to Carnivals, Circus', and Amusement Rides, for example, by the National Association of Amusement Ride Safety Officials.
c. Every owner and permittee of each Carnival, Circus, or Amusement Ride must provide the City with a certificate of inspection or similar affirmation of safety and compliance.

5. Prohibited Practices

a. No Permittee may charge for admission in a sum in excess of the amount specified in the application for license filed with the City Clerk.

§10-7. Special Events, Parades, and Public Rights of Way and City Property Closures

1. **Authority; Purpose**
   a. The provisions of this Section are legislated under the authority granted by W.S. 15-1-103(xvii).
   b. Permits under this section are issued for events that may impede a street or public right of way or are held on outdoor City property.
2. **Definitions**
   a. "Parade" means any march, ceremony, show, exhibition, or procession of any kind, or any similar display, in or upon any street, public right of way, park, or other public property within the City that hosts either:
      i. Fifty (50) or more people; or
      ii. Ten (10) or more vehicles
   b. "Special Event" means any festival, gathering, event, fair, or meeting organized for purposes of a limited duration that include, but are not limited to, sport, exhibition, trade, commerce, competition, entertainment, or music that are to be held on any street, road, public right of way, ~~public property within City limits,~~ or City property.
3. **Exceptions**
   a. This section does not regulate the following activity:
      i. So long as they do not occur on a public street or road, ~~P~~pedestrian marches or gatherings to exercise the Constitutional rights of free speech or religion (such as protest activity and the right to redress government) do not need to obtain a permit under this Section. The organizers of such marches or gatherings must provide notice to the Gillette Police Department of the dates and locations of the marches or gatherings. Such marches or gatherings -must not:
         1. Impede pedestrian traffic along public sidewalks;
         2. Impede ingress and egress from any building, structure, or parking lot; or,
         ~~i.~~3. Disrupt traffic along any public street or road.~~is allowed on the sidewalks adjacent to government office buildings or schools, so long as other pedestrian traffic and ingress to and egress from the government buildings or schools are not impeded;~~
      ii. Funeral processions; or,
      iii. City, County, State, or Federal governmental agencies acting within the scope of their functions and duties.
4. **Application for Permit; Fees; Insurance and Indemnity; Approval or Disapproval**
   a. Permits for Special Events, Parades, or Public Rights of Way and City Property closures are issued by the Gillette City Council.
   b. To be considered for a Special Event, Parade, Public Rights of Way and City Property Closure permit, persons, businesses, or organizations must submit a written application on forms provided by the City Clerk along with the relevant fee.
   c. Applications must contain the following information:
      i. The name, address, email, and telephone number of the person seeking the permit.

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ii. If the Parade or Special Event is to be conducted for, on behalf of, or by any organization then the name, address, email, and telephone number of the organization.
iii. The date and approximate time, both beginning and end, proposed for the Special Event or Parade.
iv. The proposed public property, City property to be used, or street, road, or public right of way to be used, including the starting and termination point, that the applicant is requesting to be closed to traffic.
v. The approximate number of persons, animals, and/or vehicles in the Special Event or Parade.
vi. The location and time that participants will gather before and after the Special Event or Parade.

d. The Chief of Police may follow up to request any additional information reasonably necessary to determine whether a permit should be issued.
e. All Special Event and Parade permit applications must be submitted at least thirty (30) days prior to the requested date for the event to occur.
f. Fees; Insurance; Indemnity
   i. A fee of $25 must be submitted at the time of Special Event or Parade permit application. This fee will be returned if the permit application is denied.
   ii. Proof of general liability insurance in an amount to be determined by the City Administrator or his designee, relative to the Special Event or Parade's risk exposure.
      1. Applicants or permittees must agree to indemnify, hold harmless, and defend the City, its members of the governing body, directors, officers, agents, representatives, and employees from and against any and all claims, demands, penalties, liens, losses, fines, liabilities, damages, interest, costs, or expenses (including without limitation reasonable attorneys' fees and court costs), whether or not involving a third party claim, arising out of or in connection with: (a) the acts, errors, omissions, conduct, or operations of applicant or permittee or any of its officers, sub-contractors, agents, or employees; or (b) any breach of any of the representations, warranties, covenants, obligations or duties contained in the application or permit; or (c) any violation of any federal, state, or local laws, rules, or regulations. The indemnification obligations herein shall not be limited by reason of the enumeration of any insurance coverage and shall survive the termination of any permit or license.
   ~~1.~~iii. Holders of permits issued under this Section will be required to pay certain fees for items such as electricity and waste pickup. These fees are listed on the relevant application.

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5. **Violations; Penalties**
   a. The following violations shall be considered a misdemeanor under this Section:
      i. Failure to obtain a permit for activities regulated by this Section.
      ii. Making an untrue statement on any application under this Section that is subsequently submitted to the City Clerk.

b. Any holder of a valid license under this Section who violates the provisions of this Section is subject to suspension or revocation proceedings against the operating license.

First Reading: ~~November 19~~_____, ~~2024~~2025.
Second Reading: ~~December 3~~_____, ~~2024~~2025.
PASSED AND APPROVED on Third and Final Reading this ~~17th~~ ___ day of ~~December~~ _____ ~~2024~~2025.

_____
Shay Lundvall, Mayor

(S E A L)
ATTEST:

_____
Alicia Allen, City Clerk

Published: Gillette News Record
Date: _____
Signed: _____

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Council Consideration to amend an existing Special Event Permit, including a Street Closure with Live Music and an Open Container Permit, on Gillette Ave. Between 1st and 2nd Street, on October 3, 2025, from 4:00 p.m. to 11:00 p.m., and October 4, 2025, from 10:00 a.m. to 11:00 p.m., for an Oktoberfest Festival, requested by the Montgomery Bar, Rail Yard, and Gillette Supper Club.

SUGGESTED ACTION:

I move to approve the foregoing Special Event Permit and Open Container Permit.

CASE BACKGROUND:

This special event permit was originally approved during the City Council Meeting on May 20th. The Montgomery Bar has since requested a modification to the approved street closure hours. The updated request is for the closure of Gillette Avenue between 1st and 2nd Street from 4:00 p.m. to 11:00 p.m. on Friday, October 3rd, and from 10:00 a.m. to 11:00 p.m. on Saturday, October 4th.

The event will be open to the public at no cost and will feature live outdoor music and an Open Container permit. To manage alcohol consumption, the organizers plan to use wristbands and designated Gillette City cups for attendees aged 21 and over who wish to purchase alcoholic beverages.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
MAP


W 1st St
E 1st St
S Gillette Ave
W 2nd St
E 2nd St
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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.
May 12, 2025
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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60
Feet
Service With P.R.I.D.E.
Productivity
Responsibility
Integrity
Dedication
Enthusiasm

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Council Consideration of a Special Event Permit which includes a 3rd Street Closure, on July 16, 2025, from 10:00 a.m. to 3:00 p.m., for the WyoGives Day Annual Picnic, Requested by Gillette Main Street.

SUGGESTED ACTION:

I move to approve the foregoing Special Event Permit.

CASE BACKGROUND:

GMS is requesting the closure of the front half of 3rd Street Plaza (from the alleyway to Gillette Ave) for the annual WyoGives Day Picnic. They are not requesting any electrical outlets or roll-outs.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
MAP
Street Closure Notification Form
Insurance

WYOGives July 16, 10:00 am to 3:00 pm



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

May 19, 2025

CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
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Feet

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Responsibility Integrity Dedication

\\file-w.cog.city.work\GIS\Work Projects\CHRIS\ProProjects\CouncilProjects\CouncilProjects.aprx

City Council Approval Date:____/_____/_____ City Council Denial Date: ____/_____/_____

STREET CLOSURE NOTIFICATION FORM

All residences and/or businesses affected by the street closure must be notified

Reason for Closure: WyoGives Day Picnic on July 16, 2025

Date: 7/16/2025 Time: 10 (am)/pm to 3 am/(pm)

****

Business/Resident Name	Address	Signature	Date
5 mayo restaurant	103 E. 3rd st.	Andrea	05/14/2025
1935 Refined Western	301 S. Gillette Ave	Charlie J Sr	5/14/25

CITY OF GILLETTE

STREET CLOSURE APPLICATION

Name: Gillette Main Street

Phone No. 307-689-8369

Address: 314 S. Gillette Ave, Gillette, Wy 82716

Date of Closure: 7/16/2025

Time: 10 a.m./p.m. TO 3 a.m./p.m. (Include setup & take down times)

Area to be Closed: front half of 3rd Street Plaza (from alleyway to Gillette Ave.

Purpose for Closure: Wyo Lives Day Annual Picnic

Does the Event Include Alcohol/Malt Beverages? YES ☐ NO ☒

(If yes, an appropriate alcohol/malt beverage/open container application form needs to be obtained through the City Clerk's Office.)

THE APPLICANT IS REQUIRED TO CONTACT ALL PERSONS OR BUSINESSES AFFECTED BY THE PROPOSED STREET CLOSURE, OBTAINING SIGNATURES ON THE ATTACHED NOTIFICATION FORM AND SUBMIT THE FORM WITH THE APPLICATION.

Signature of Applicant: _____

****

OFFICE USE ONLY

☐

Division	Signature	Date	Approved Yes	Approved No	Comments
Police		/ /			
Engineering		/ /			
Public Works		/ /			
City Clerk		/ /			

Emergency Group Notified Date Notified: _____/_____/_____

Special Instructions: _____

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/28/2025

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 HUB International Mountain States Limited 2703 Connery Way Missoula, MT 59808	CONTACT NAME: PHONE (A/C, No, Ext): (307) 233-8320 FAX (A/C, No): E-MAIL ADDRESS: jessica.nelson@hubinternational.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Philadelphia Indemnity Insurance Company — 18058
INSURED Gillette Main Street PO Box 7256 Gillette, WY 82717	INSURER B : INSURER C : 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						EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR	X		PHPK2601940	10/23/2024	10/23/2025	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	[ ] OTHER:						LIQUOR LIABILIT	$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						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)

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

Joe Livers

INSURED COPY

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CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Council Consideration of a Special Event Permit on July 30, 2025 from 1:00 p.m. to 5:00 p.m. for an End of Summer Reading Block Party, Requested by 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 an End of Summer Block Party. This will close the staff parking lot of CCPL and they expect 200 people to be in attendance.

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

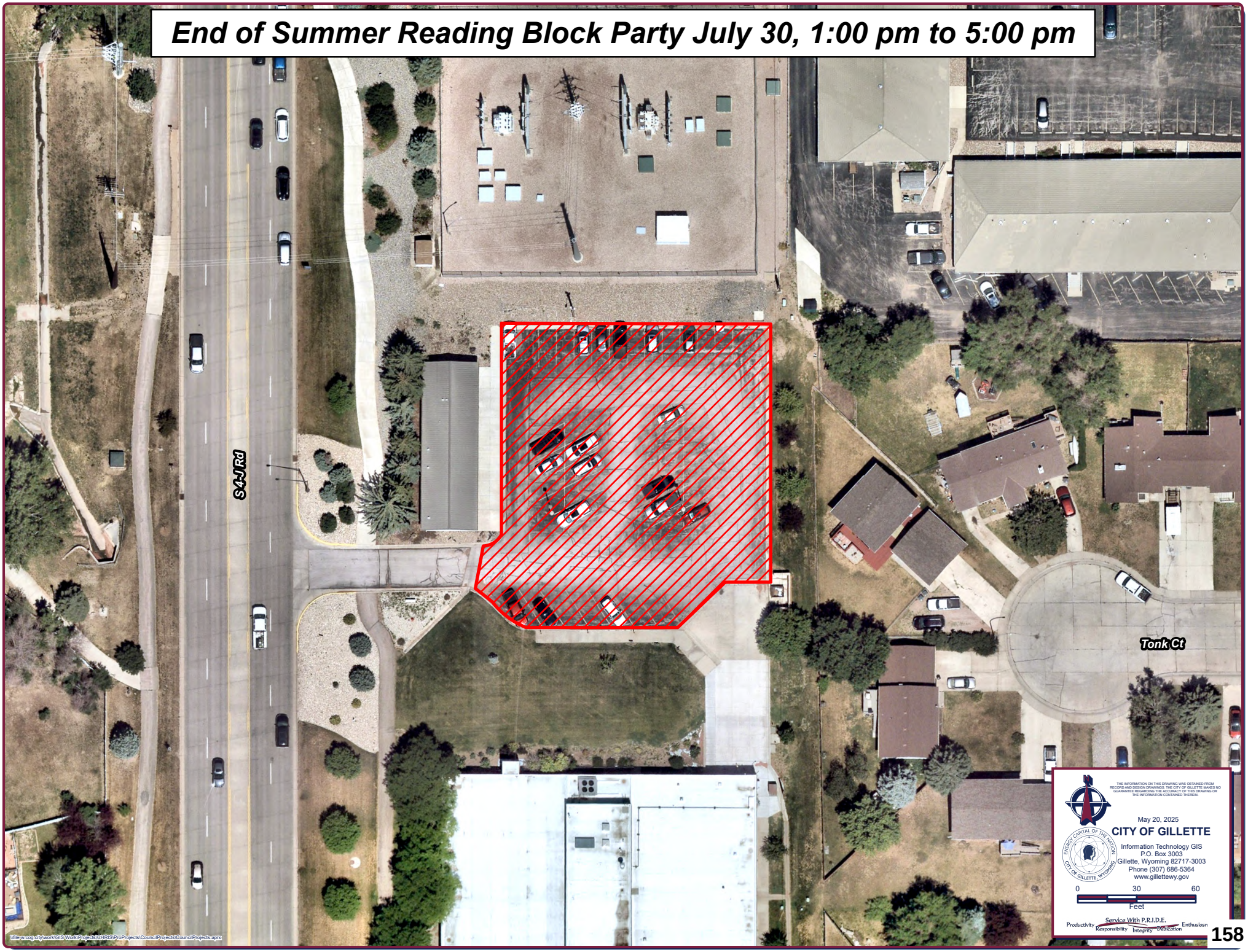
They also request barricades from the city for their event.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:
MAP
Insurance

End of Summer Reading Block Party July 30, 1:00 pm to 5:00 pm



CAMPCOU-17 JMCKILLOP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/7/2025

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.

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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
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Charter Oak Fire Insurance Company — 25615
INSURED Campbell County 500 S. Gillette Ave., Ste 1200 Gillette, WY 82716-4239	INSURER B : The Travelers Indemnity Company — 25658
	INSURER C : Travelers Property Casualty Company of America — 25674
	INSURER D :
	INSURER E :
	INSURER F :

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

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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						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X		ZLP21P55015	7/1/2024	7/1/2025	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 1,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	OTHER:						WY STOP GAP	$ 1,000,000
B	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			8103S182556	7/1/2024	7/1/2025	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
C	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 4,000,000
	EXCESS LIAB CLAIMS-MADE			ZUP61N42064	7/1/2024	7/1/2025	AGGREGATE	$ 4,000,000
	DED X RETENTION $ 10,000							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						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)

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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CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Council Consideration of an Agreement to Suspend Section 8 Pumped-Storage of the Firm Electric Service Contract with Western Area Power Administration (WAPA) pertaining to Pumped Hydroelectric Storage from WAPA's Mt. Elbert facility from April 1, 2026 to April 1, 2028 and Authorizing the Mayor to Execute the Agreement on Behalf of the City of Gillette.

SUGGESTED ACTION:

I Move for the Approval of an Agreement to Suspend Section 8 Pumped-Storage of the Firm Electric Service Contract with Western Area Power Administration (WAPA) pertaining to Pumped Hydroelectric Storage from WAPA's Mt. Elbert facility from April 1, 2026 to April 1, 2028 and Authorizing the Mayor to Execute the Agreement on Behalf of the City of Gillette.

CASE BACKGROUND:

In 2015 the City entered into a firm electric service contract with the Department of Energy's Western Area Power Administration (WAPA), which gave Gillette the ability to exercise three services from WAPA: 3-5MW worth of firm electric service, the ability to purchase additional energy through WAPA on a pass-through cost basis (support energy), and the services of pumped hydroelectric storage through WAPA's Mt. Elbert pumped storage facility. The firm electric service has proven valuable, but the support energy and storage services historically have not been used for the City's power supply.

Energy markets in the region are becoming more integrated, with suppliers and consumers interacting with a central market rather than through bilateral trading. As part of this trend, WAPA is creating a 2-year pilot program where their Mt. Elbert facility will be used as a market resource with the goal of maximizing value through that market participation.

To accomplish this, WAPA is requesting to suspend all existing pumped storage services for the Mt. Elbert facility for the term of the pilot program. For Gillette, this will not affect operations while having a possibility of decreased rates on firm electric service.

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

Letter Agreement - Suspension of Mt. Elbert Pump-Storage for Pilot Period

Department of Energy
Western Area Power Administration
Rocky Mountain Customer Service Region
P.O. Box 3700
Loveland, CO 80539-3003

Mayor Shay Lundvall
City of Gillette
611 North Exchange Avenue
Gillette, WY 82717

RECEIVED
MAY 14 2025

RE: Suspension of Mt. Elbert Pump-Storage for Pilot Period

Dear Mayor Lundvall:

Western Area Power Administration (WAPA or Western) Rocky Mountain Region (RMR) Loveland Area Projects (LAP) and City of Gillette entered into Contract No. 14-RMR-2554 (Contract) for the delivery of Firm Electric Service (FES) commencing on October 1, 2024, through September 30, 2054.

This Letter Agreement is effective when signed (Effective Date), but its provisions will not be implemented unless and until the date that RMR: (1) officially becomes a transmission owning member of Southwest Power Pool (SPP), and (2) SPP's integrated marketplace begins operations across the LAP transmission system footprint, currently expected on April 1, 2026 (Implementation Date).

This standardized Letter Agreement for all entities with a LAP FES allocation (LAP FES Customers) suspends provisions in the Contract for a period of two (2) years from the Implementation Date to establish a Pilot Program for the use of the Mt. Elbert pump-storage feature of the Fryingpan-Arkansas Project. During this Pilot Program, WAPA will control the scheduling of the Mt. Elbert pump-storage feature and, as appropriate, bid its generation into the SPP integrated marketplace. This will enable WAPA to operate the pumped-storage plant to bring about the lowest possible LAP FES rate consistent with sound business principles by maximizing, to the extent it is able, the value of the Mt. Elbert pumped-storage feature in the SPP integrated marketplace to the benefit of all LAP FES Customers.

WAPA will pass through the financial benefit of such operations to LAP FES Customers through the power revenue requirement with the goal of maximizing the benefit to the LAP FES rate. WAPA will regularly, at intervals as often as it deems appropriate, but no less than bi-annually, report to the LAP FES Customers on its operation of Mt. Elbert and the estimated value generated through the Pilot Program. Prior to the Pilot Program's conclusion, WAPA will also discuss with the LAP FES Customers whether WAPA should take necessary steps to continue the program beyond the initial Pilot Program period.

By signing this Letter Agreement, City of Gillette agrees to suspend the Contract provisions relating to the Mt. Elbert Pumped-Storage in the following sections:

- Section 8 Pumped-Storage and Return Energy, including all subsections with the exception of 8.1, which shall remain in place; and
- The entirety of Exhibit C, Deliveries of Pumped-Storage and Return Energy.

This Letter Agreement does not suspend, alter, amend, or modify any other provisions in the Contract.

City of Gillette agrees to modify the Contract as per the terms and conditions provided in this Letter Agreement for a period of two (2) years starting on the Implementation Date. This Letter Agreement shall expire: (1) two (2) years after the Implementation Date, or (2) April 1, 2031, whichever occurs first.

WAPA and City of Gillette's agreement to the terms herein to modify Contract No. 14-RMR-2554 is confirmed by their signatures below. Please return a signed copy to the address above.

If you have any questions, please contact me at pwicks@wapa.gov.

WESTERN AREA POWER ADMINISTRATION

By: _____
Parker Wicks

Title: Vice President of Power Marketing for Rocky Mountain Region

Address: 5555 E. Crossroads Blvd.
Loveland, CO 80538

Date: 5-5-25

CITY OF GILLETTE

Witness:

By: _____

Title: _____

By: _____
Shay Lundvall

Title: Mayor

Address: 611 North Exchange Avenue
Gillette, WY 82717

Date: _____

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Council Consideration to Authorize the Mayor to Sign a Workplace Safety Contract between the City of Gillette and the State of Wyoming, Department of Workforce Services, Workers' Compensation, and Risk Management.

CASE BACKGROUND:

The purpose of this Contract is to set forth the terms and conditions by which the City of Gillette shall enhance existing or implement new workplace safety programs through the purchase of health or safety equipment or the provision of workplace safety training.

ACTUAL COST VS BUDGET:

$8,935.20

STAFF REFERENCE:

Deca Wasson, Human Resources Director

ATTACHMENTS:
473 - AG Signed Contract
Attachment A-City of Gillette
Attachment B-City of Gillette

WORKPLACE SAFETY CONTRACT BETWEEN
STATE OF WYOMING, DEPARTMENT OF WORKFORCE SERVICES,
WORKERS' COMPENSATION, RISK MANAGEMENT
AND
CITY OF GILLETTE

1. **Parties.** The parties to this Workplace Safety Contract (Contract) are the State of Wyoming, Department of Workforce Services, Workers' Compensation, Risk Management (Agency), whose address is: 5221 Yellowstone Road, Cheyenne, Wyoming 82002, and the City of Gillette (Contractor), whose address is: 201 E. 5th Street, Gillette, Wyoming 82716.

2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Contractor shall enhance existing or implement new workplace safety programs through the purchase of health or safety equipment or the provision of workplace safety training.

3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The term of the Contract is from the Effective Date through three hundred ninety-five (395) days after the Effective Date. All services shall be completed during this term. There is no right or expectation of extension and any extension will be at the discretion of the Agency.

4. **Payment.**

   A. **Total Payment.** The Agency agrees to pay the Contractor for the equipment or training described in Attachment B, Application, which is attached to and incorporated into this Contract by this reference. Total payment under this Contract shall not exceed eight thousand nine hundred thirty-five dollars and twenty cents ($8,935.20). Contractor shall submit invoices in sufficient detail to ensure that payments have been made in conformance with this contract.

   B. **Withholding of Payment.** No payment shall be made for equipment or training purchased before the Effective Date of this Contract. Should the Contractor fail to perform in a manner consistent with the terms and conditions set forth in this Contract, payment under this Contract may be withheld until such time as the Contractor performs its duties and responsibilities to the satisfaction of Agency.

   C. **Allowable Expenses.** Allowable expenses shall be those expenses defined in Attachment A, the Department of Workforce Services, Workers' Compensation Division, Chapter 11 Rules, Workplace Safety Contracts, Section 4(b)(v), which is attached to and incorporated into this Contract by this reference.

   D. **Expense Restrictions.** The Agency shall reimburse the Contractor for only those allowable expenses which are listed in Attachment B ("Application") and approved by the Agency. The Contractor shall not add new expenses or increase the amount of any approved expense listed in Attachment B, which is attached to and incorporated into this Contract by this reference

E. Schedule for Payment of Funds.

(i) One hundred percent (100%) of the Contract amount shall be remitted to the Contractor once the Contract is fully executed and the necessary paperwork has been processed through the State fiscal system.

F. Unused Award Funds. Should the Contractor fail to utilize the full Award for safety training, equipment purchase or both, the following shall apply:

(i) The Contractor is required to refund all of the unused Award funds to the Agency. The refund shall be remitted to the Agency no later than thirty (30) days after notification (certified mail, return receipt requested) from the Agency that the refund is due. In all cases, refunds shall be remitted to the Agency no later than ninety (90) days from the date of disbursement of Award funds.

(ii) Failure to pay the refund to the Agency shall constitute a material breach of this Contract and shall result in the loss of the entire Award. Within fourteen (14) calendar days after notification from the Agency that the Contractor is in material breach of the Contract, the Contractor shall refund to the Agency the full Award previously paid to the Contractor under this Contract. The Contractor also agrees to pay the Agency as liquidated damages, and not as a penalty, ten percent (10%) of the Award or two thousand dollars ($2,000.00), whichever is less, to cover the Agency's administrative costs associated with this Contract.

G. Reporting. The Contractor shall submit reports according to Attachment A, Section 5, Applicant Reporting.

(i) Failure to submit reports in a timely manner, as detailed in Attachment A, Section 5, shall constitute a material breach of this Contract and shall result in the loss of the entire Award. Within fourteen (14) calendar days after notification from the Agency that the Contractor is in material breach of the Contract, the Contractor shall refund to the Agency the full Award previously paid to the Contractor under this Contract. The Contractor also agrees to pay the Agency as liquidated damages, and not as a penalty, ten percent (10%) of the Award or two thousand dollars ($2,000.00), whichever is less, to cover the Agency's administrative costs associated with this Contract.

(ii) Failure to provide invoice and proof of purchase within ninety (90) days of receipt of payment shall constitute a material breach of this Contract and shall result in the loss of the entire Award.

H. Loss of Eligibility. Should Contractor fail to either submit reports or pay a refund in accordance with Sections 4(F) and (G) above, Contractor shall not be eligible for future funds.

I. **Contractor's Federal Employer Identification Required.** All invoices submitted for payment must include Contractor's Federal Employer Identification Number (FEIN).

J. **Funding Information.** The source of funds for this Contract is the Workers' Compensation Industrial Accident Fund.

5. **Responsibilities of Contractor.** The Contractor agrees to:

A. Purchase the equipment or training described in Attachment B in accordance with the requirements set forth in Attachment A.

B. Ensure that trainee(s) are available and able to attend the training as scheduled, if training has been approved by the Agency.

C. Provide reasonable assurance that Contractor has purchased the equipment or provided training after the Effective Date of this Contract.

D. Provide a final report to the Agency in accordance with Attachment A.

6. **Responsibilities of Agency.** The Agency agrees to:

A. Pay Contractor in accordance with Section 4 above.

7. **General Provisions.**

A. **Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.

B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.

C. **Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Contract without the prior written consent of the other party. The Contractor shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.

D. **Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Contractor which are pertinent to this Contract.

E. **Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Contractor at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

F. **Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other contractors for work related to this Contract. The Contractor shall cooperate fully with other contractors and the Agency in all such cases.

G. **Compliance with Laws.** The Contractor shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Contract.

H. **Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract shall be kept confidential by the Contractor unless written permission is granted by the Agency for its release. If and when Contractor receives a request for information subject to this Contract, Contractor shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.

I. **Entirety of Contract.** This Contract, consisting of nine (9) pages; Attachment A, Department of Workforce Services, Workers' Compensation Consultation Safety and Risk, Chapter 11, Workplace Safety Contracts Rules, consisting of five (5) pages; and Attachment B, Wyoming Workforce Services, Safety Improvement Fund Application, consisting of three (3) pages, represent the entire and integrated Contract between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Contract and the language of any attachment or document incorporated by reference, the language of this Contract shall control.

J. **Ethics.** Contractor shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Contractor's profession.

K. **Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein.

L. **Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

M. **Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.

N. **Independent Contractor.** The Contractor shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Contractor shall be free from control or direction over the details of the performance of services under this Contract. The Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by the Contractor in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Contractor or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Contractor agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Contractor or the Contractor's agents or employees as a result of this Contract.

O. **Kickbacks.** Contractor certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Contractor breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.

P. **Monitoring Activities.** Agency shall have the right to monitor all activities related to this Contract that are performed by Contractor or its subcontractors. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Contract; and to observe personnel in every phase of performance of Contract related work.

Q. **No Finder's Fees.** No Finder's fee, employment agency fee, or other such fee related to the procurement of the Contract, shall be paid by either party.

R. **Nondiscrimination.** The Contractor shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9- 105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, et seq., and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract.

S. **Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.

T. **Notice of Sale or Transfer.** The Contractor shall provide the Agency with notice of any sale, transfer, merger, or consolidation of the assets of the Contractor. Such notice shall be provided in accordance with the notices provision of this Contract and, when possible and lawful, in advance of the transaction. If the Agency determines that the sale, transfer, merger, or consolidation is not consistent with the continued satisfactory performance of the Contractor's obligations under this Contract, then the Agency may, at its discretion, terminate or renegotiate the Contract.

U. **Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract. Upon termination of services, for any reason, Contractor agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.

V. **Patent or Copyright Protection.** The Contractor recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Contractor or its subcontractors will violate any such restriction. The Contractor shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.

W. **Prior Approval.** This Contract shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).

X. **Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Contractor, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval from the Agency.

Y. **Severability.** Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

Z. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Contractor expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

AA. **Taxes.** The Contractor shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.

BB. **Termination of Contract.** Contractor's failure to perform in accordance with the terms of this Contract shall constitute a material breach. Within fourteen (14) calendar days after notification from the Agency that the Contractor is in material breach of the Contract, the Contractor shall refund to the Agency the full Award previously paid to the Contractor under this Contract. The Contractor also agrees to pay to the Agency as liquidated damages, and not as a penalty, ten percent (10%) of the Award, or two thousand dollars ($2,000.00), whichever is less, to cover the Agency's administrative costs associated with this Contract. This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice.

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

DD. **Time is of the Essence.** Time is of the essence in all provisions of this Contract.

EE. **Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.

FF. **Waiver.** The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

GG. **Counterparts.** This Contract may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Contract. Delivery by the Contractor of an originally signed counterpart of this Contract by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

9. **Signatures.** The parties to this Contract, either personally or through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

The Effective Date of this Contract is the date of the signature last affixed to this page.

AGENCY:
State of Wyoming, Department of Workforce Services, Workers' Compensation, Risk Management

Karen Bebensee, Workforce Standards Administrator — Date

CONTRACTOR:
City of Gillette

Deca Wasson, H.R. Director — Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Jodi A. Darrough #248338 — 5-22-25

Jodi A. Darrough, Senior Assistant Attorney General — Date

DEPARTMENT OF WORKFORCE SERVICES
WORKERS' COMPENSATION

CHAPTER 11

WORKPLACE SAFETY CONTRACTS

Section 1. Authority. The Department of Workforce Services (DWS) is authorized under the Department of Workforce Services Act W.S. 9-2-2602(b)(vi) and W.S. 9-2-2608(c), and the Wyoming Administrative Procedures Act, W.S. 16-3-101, *et seq.* to promulgate rules and regulations to be used by the Department of Workforce Services in the discharge of its functions.

Section 2. Purpose. The Workplace Safety Contracts program provides opportunities for public and private sector employers to enhance or implement workplace safety programs, including assistance in purchasing occupational health or safety equipment or for the provision of workplace safety training, which exceed OSHA and/or MSHA standards. These rules and regulations are adopted by the Department of Workforce Services pursuant to the requirements and authority granted by W.S. 9-2-2601(g)(vii) and W.S. 9-2-2608(a) through (d).

Section 3. Definitions.

(a) "Administrator" means the Administrator of the Department of Workforce Services, Standards and Compliance, or his/her designee.

(b) "Applicant" means any business, proprietor or business entity that applies for a Workplace Safety Contract.

(c) "Consultation" means technical assistance, consultation program, and safety specialists within the Department of Workforce Services.

(d) "Department" means the Department of Workforce Services (DWS), Workers' Compensation Division.

(e) "Director" means the Director of the Department of Workforce Services.

(f) "Employee" means any person as defined by W.S. 27-14-102(a)(vii)(A) through (R).

(g) "MSHA" means the Mine Safety and Health Administration or Wyoming Mine Inspector.

(h) "OSHA" means the Occupational Safety and Health Administration, a division within the Department of Workforce Services.

(i) "Panel" means the group of DWS professionals reviewing applications; comprised of at least the DWS Director or Administrator or his/her designee, a Consultation member, Safety Specialist, a Risk Manager and the State Occupational Epidemiologist.

(j) "Program" means the Workplace Safety Contracts Program.

Section 4. Application Process and Eligibility Requirements.

(a) Eligibility. Program eligibility requires the Applicant to be registered and in good standing with the Department at the time of application submission and contract payment. The program also requires the applicant be in good standing with Wyoming Unemployment Insurance and the Secretary of State.

(i) Preference will be granted to Applicants who are currently enrolled in the Safety Discount Program, Drug-Free Workplace Program, Health & Safety Consultation Discount Program or the Deductible Program.

(b) Application Process. Applications for the Program will be reviewed on a quarterly basis. Applications will be reviewed by the Panel to determine the following:

(i) The application demonstrates how the purchase of equipment or training will alleviate existing or potential hazards in the Applicant's workplace.

(ii) The equipment or training applied for goes above and beyond OSHA or MSHA minimum requirements for the Applicant's industry.

(iii) The Applicant indicates how funding from the program will reduce workplace injury frequency and severity.

(iv) The Applicant has clearly shown what equipment or training will be purchased, to include product or course information and cost information.

(v) The Applicant has applied for allowable expenses, such as:

(A) Equipment directly related to the Applicant's employee safety.

(B) Direct training costs which include tuition, registration, class fees, class materials, and trainee travel costs directly related to the training; along with instructor's fees and instructor travel fees when the instructor is brought to the Applicant's location for training when the instructor is not an employee of the Applicant.

(vi) Applications requesting non-allowable items, as listed below, may receive an automatic denial, with no review by the Panel.

(A) Capital construction of any kind;

(B) Employee wages or benefits of any kind;

(C) Assessments, testing and certification exams not included in the cost of training;

(D) Any and all equipment or training intended to meet minimum OSHA or MSHA minimum standard;

(E) Office interventions or ergonomic equipment, including but not limited to chairs, anti-fatigue mats, standing desks, etc.;

(F) Any personal protective equipment (PPE) required to meet minimum industry standards;

(G) Passive Devices;

(H) Basic equipment replacements;

(I) Heavy equipment, including, but not limited to skid steers, front end loaders, bobcats, mules, forklifts, scissor lifts etc.;

(J) Powered hand tools;

(K) Equipment which would provide the Applicant with a competitive

industry advantage;

(L) Rented or leased equipment;

(M) Any and all first aid equipment, including Automated External Defibrillators (AED's);

(N) Lighting;

(O) Vehicle lifts;

(P) Vehicles: all driven vehicles, including but not limited to cars, trucks, utility vehicles, gators, tractors, ATV's, four wheelers, personal watercraft;

(Q) Health or safety subscriptions, including but not limited to magazine and video libraries; or,

(R) Any equipment or training purchased prior to the application submission and/or prior to contract execution;

(c) Approval Process. Once an application has been approved, the Department will enter into a contract with the Applicant, to be written by a Risk Manager and signed by the Attorney General. The contract will state that:

(i) One hundred percent (100%) of the funds for the program not including matching funds shall be remitted to the Applicant after the contract is fully executed.

(ii) Funds will be paid directly to the Applicant.

(iii) Funds expended through the Program must be used within ninety (90) days of contract execution, unless an extension has been granted by the Administrator and/or his/her designee.

(d) Denial of Application. **S**hould an application for funding be denied, the Applicant may request an appeal or reconsideration within thirty (30) days. The request must:

(i) Be submitted to the Panel in writing.

(ii) Clearly outline why the Panel should reconsider the application.

(iii) State whether or not the Applicant would like a meeting scheduled to discuss the appeal with the Panel.

Section 5. Applicant Reporting. An Applicant who has been approved for funding through the Program shall submit reports, in a format provided by the Department, as outlined in the Program contract and W.S. 9-2-2608(b).

Section 6. Remittance of Unused Program Funds. The Applicant shall repay the Department any portion of funding not used for the approved training and/or equipment, as delineated by the Program Contract.

Safety Improvement Fund Training Application

This program allows employers to apply for up to $10,000 per fiscal year (July 1 – June 30). The funds must go towards equipment or training to improve safety within the company.

Eligibility Requirements
• The employer must be in good standing with Workers' Compensation and the Secretary of State's office
• All disallowed equipment can be found in the WC Rules Regulations, Chapter 11, Section 4(f)

Items Needed to Complete the Application
• All pages must be filled out
• Product information for the equipment must be provided OR detailed course information for the training
• Price quotes must be included with the application

Application Instructions
• Complete the application and submit to the Risk Management team via mail or email
• Once Risk Management has received your application, employers should submit Vendor Management forms to ensure a smooth payment process upon approval. Forms can be found on the State Auditor's Office website at http://sao.wyo.gov/vendor-resources
• Applications are reviewed on a quarterly basis; deadlines can be found on the Risk Management website

Contract Process
• Upon approval, the Risk Management team will work with the Attorney General's office to draft the Safety Improvement Fund contract
• Risk Management will keep employers informed of the contract progress, but employers should be prepared to wait 3-5 weeks post-application approval to receive the contract for signature
• Once the contract is fully executed (signed by the Attorney General, signed by the employer and signed by the Department of Workforce services), payment will be issued as soon as possible

Reporting Requirements
• Invoices will be due ninety (90) days post contract execution
• Reporting on injury statistics will be due at three hundred and sixty-five (365) days post contract execution

Time Stamp	4/7/2025 8:46:03 AM
Filed By	RLG on behalf of the employer

Employer Information

Legal Business Name	City of Gillette
9-Digit WC Number	8594
Street Address	201 E. 5th Street, Gillette, Wyoming 82716
Mailing Address	201 E. 5th Street, Gillette, Wyoming 82716

Industry or NAICS Code	City Government
Current # of Employees	280
# of Employees Affected	280

Employer Contact Information

Primary POC FL Name	Randy Milliron
Primary POC Title	Safety Manager
Primary POC Phone	(307) 686-5331
Primary POC Email	randym@gillettewy.gov
Signatory FL Name	Deca Wasson
Signatory Title	H.R. Director
Signatory Phone	(307) 686-5209
Signatory Email	decaw@gillettewy.gov

Training Information

Training Start Date	6/2/2025
Training Completion Date	6/5/2025
Course Title & Description	June Safety Training Day - Ergonomics Edition. Our event will start with an ergonomic keynote presentation. Then all of our employees will rotate through the 3 breakout sessions all focusing on ergonomics and first-aid. We will have two guest speakers at
How Training Will Reduce Injuries	Yes, since we are upgrading our Safety-in-Motion training to version 2.0 in 2025, we want to "raise the bar" when it comes to preventing MSD and injuries by hiring two ergonomic consultants to increase knowledge and demonstrate the new 3motionAI app for immediate training with our employees.
Current Training	We have been using our Safety-in-Motion SIMplicity(R) body mechanics training with our employees for a few years now. We have trained a large majority of our employees but not every employee has gone through the training. Since COVID, many of our divisions have stopped during pre-shift stretching to get their bodies ready for work.
How Affect Safety Culture	The City's top 10 Workers' Compensation claims are all MSD injuries and total over $3.3 million in Workers' Compensation costs. These high costs affect our Workers' Compensation premiums for many years. We are wanting to bring in Lori Frederic (with Balance Biomechanics) as our Keynote speaker to kick off our two sessions of our June Safety Training Day event we hold each summer. Lori will talk about pre-work exercises,

	stretch & flex programs, and other ways to prevent injuries. Then after her keynote, Lori will teach more about kinesiology tape (K-tape) and how it can be used to help with aches and pains our employees are dealing with. Additionally, we want to hire DORN Companies to also teach one of our other classes during our June Safety Training Day. Their class will focus more on the 3motionAI app we will use during our pilot test program. Not only will we introduce new warm-up exercises for both pre-shift and pre-work to warm up our bodies before our employees begin to work, learn how K-tape can alleviate aches and pains, but the 3motionAI app will be able to provide immediate training by videoing our employees and providing them with instant feedback and
TotalCost	$9,928.00

Application Submission

Please include links for the equipment information below. If you cannot provide links or have physical/PDF information to provide, please email the information to BusinessRisk@wyo.gov no later than 24 hours after submitting this form.

Submitted by email

I hereby certify that the information provided in this application is true and accurate to the best of my knowledge. I am aware that any false information or intended omissions may subject me or my company to civil or criminal penalties for filing false public records and my result in forfeiture or repayment of any award approved through this program. Please type your name as an electronic signature.

RLG on behalf of the employer

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CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

Council Consideration of a Pre-Annexation Agreement between the City of Gillette and Daniel and Debby Ward for Property Located in the Northwest Portion of the Northwest Section 9, Township 49, Range 72 Along West Southern Drive.

SUGGESTED ACTION:

I move to Grant City Staff Permission to Negotiate on Behalf of City Council for the Pre-Annexation Agreement Between the City of Gillette and Daniel and Debby Ward for Property Located in the Northwest Portion of the Northwest Section 9, Township 49, Range 72 Along West Southern Drive.

PROJECT NUMBER:

PL2025-0017

CASE BACKGROUND:

The Owner is seeking a Pre-Annexation Agreement with the City of Gillette for property located in the Northwest Portion of the Northwest Section 9, Township 49, Range 72 Along West Southern Drive. The landowner is requesting that the Pre-Annexation Agreement grant them water service. Currently, a thirty-six-inch (36") Madison transmission line runs along the front of the property in the Southern Drive right-of-way. On the north side of Southern Drive within the right-of-way is a twelve-inch (12") distribution line. After conferring with the city Engineering Division, if a Pre-Annexation Agreement is granted, the water service would come off of the twelve-inch (12") line at the property owner's expense.

The property is currently unplatted county land and there are currently no structures on the property; because of these two factors, an address has not been assigned to the property by the County.

STAFF RECOMMENDATION:

Staff recommends a Pre-Annexation Agreement for the property located in the Northwest Portion of the Northwest Section 9, Township 49, Range 72 along West Southern Drive because there is an existing water line that runs parallel to the property.

ACTUAL COST VS BUDGET:

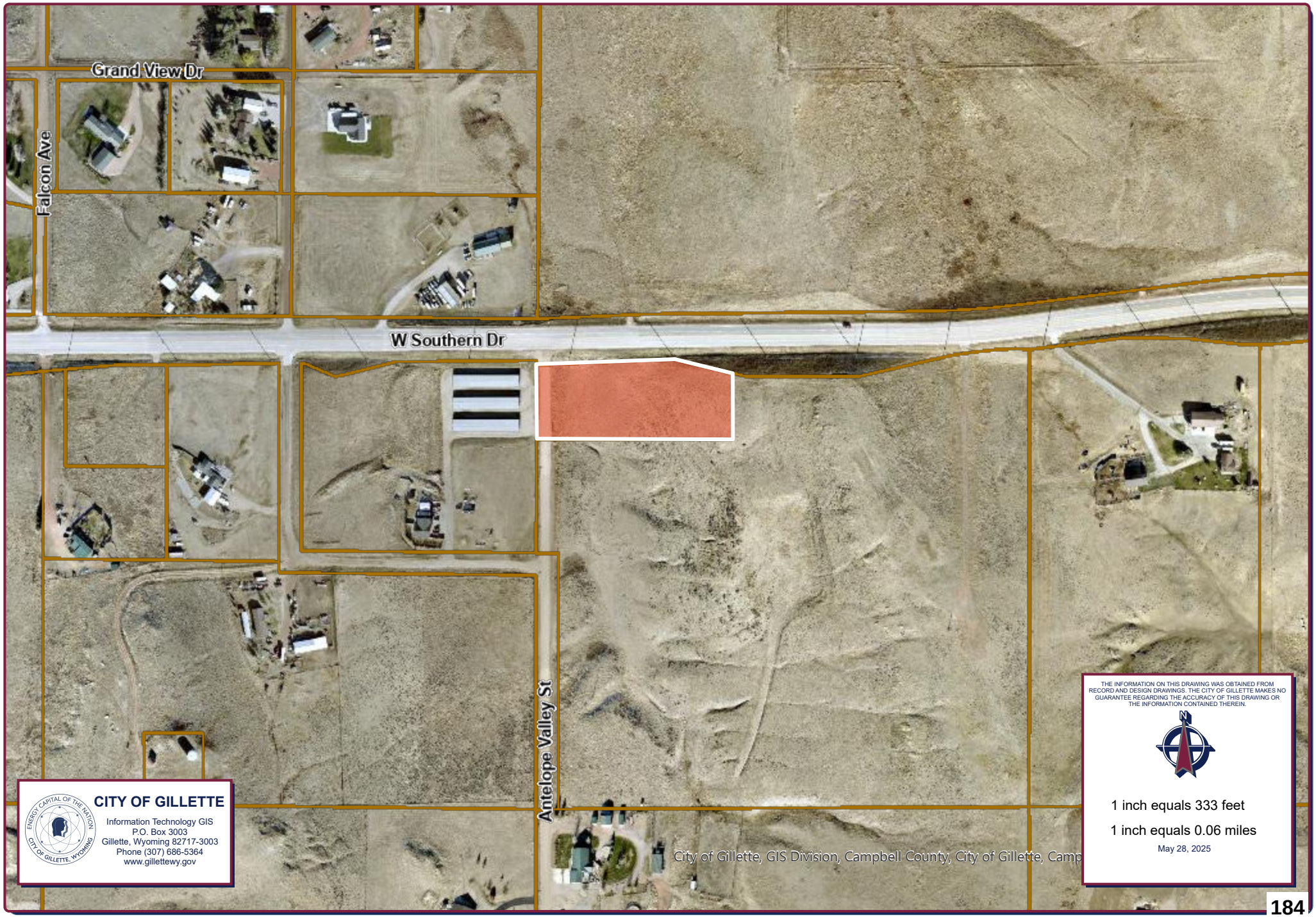
N/A

STAFF REFERENCE:

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

ATTACHMENTS:
Vicinity Map - Zoomed In
Vicinity Map - Zoomed Out w Zoning Districts
Water Assets - Southern Drive

Vicinity Map - Southern Drive



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

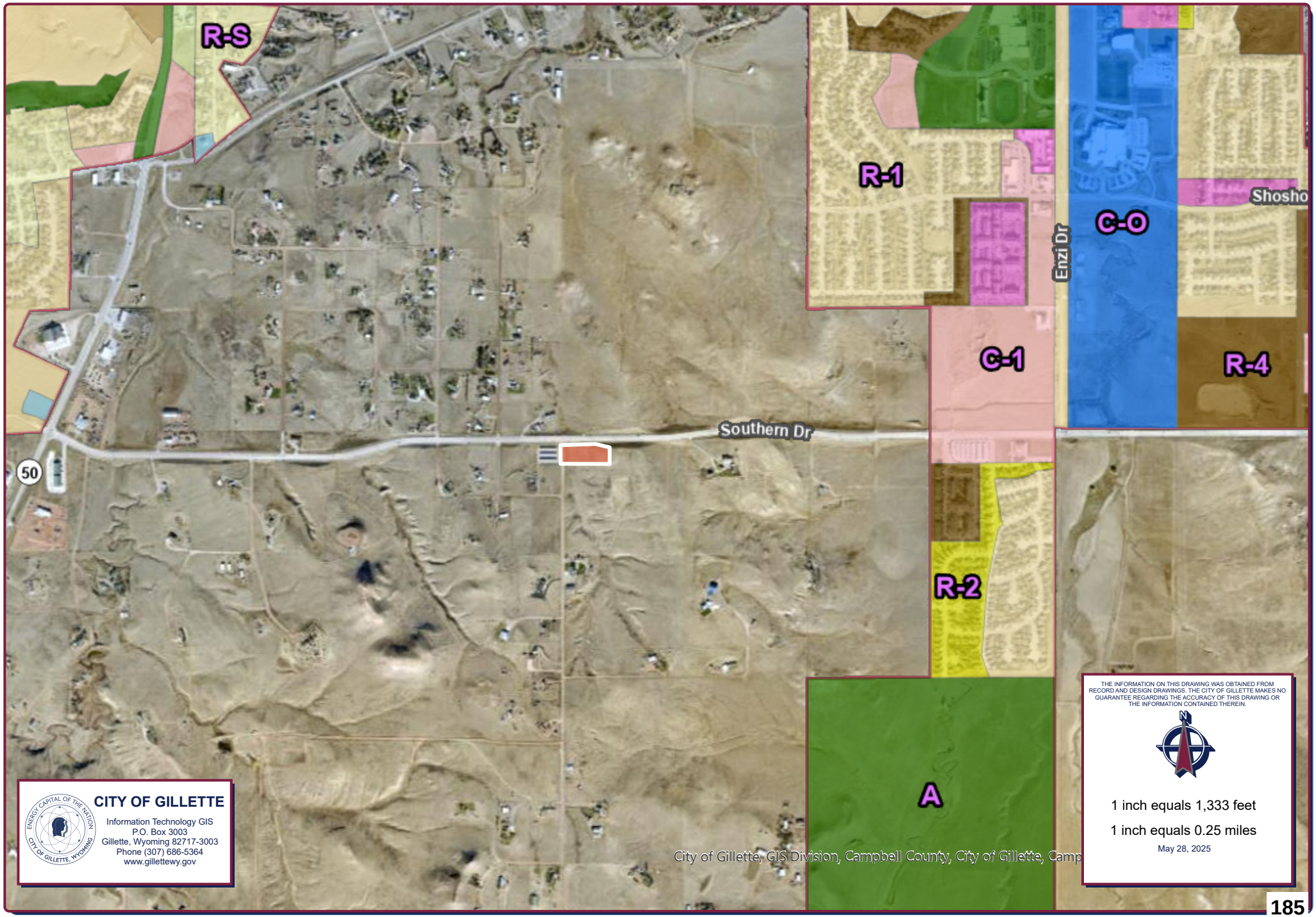
THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.

1 inch equals 333 feet

1 inch equals 0.06 miles

May 28, 2025

Vicinity Map - Southern Drive



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Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
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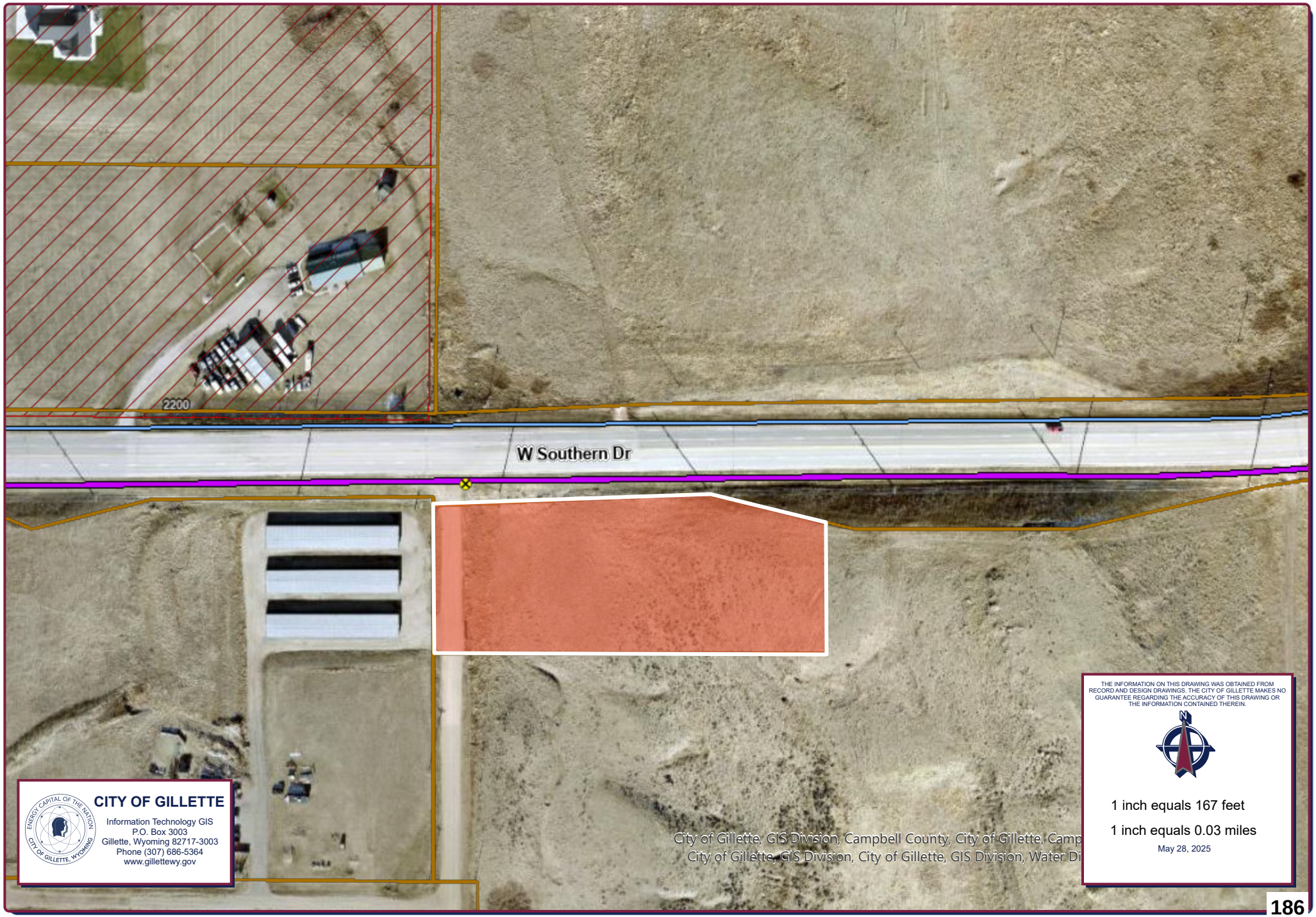
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1 inch equals 1,333 feet

1 inch equals 0.25 miles

May 28, 2025

Water Assets - Southern Drive



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

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp
City of Gillette, GIS Division, City of Gillette, GIS Division, Water Di

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 167 feet

1 inch equals 0.03 miles

May 28, 2025

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

A Public Hearing to Consider the Gillette City Budget for FY2025-2026.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:
Public Hearing Notice

LEGAL NOTICE

Notice is hereby given that a Public Hearing on the Proposed Budget Ordinance for the City of Gillette, Wyoming for the 2025-26 Fiscal Year ending June 30, 2026 which is now being considered by the Council of said city will be held in the City Council Chambers on the 3rd of June, 2025 at 6:00 p.m., and be considered on first reading; and in the City Council Chambers on the 17th of June, 2025 at 6:00 p.m., and be considered on third and final reading; or as soon thereafter as the City Council may order, at which time any and all persons interested may appear and be heard respecting such Budget. A summary of such Proposed Budget is as follows:

SUMMARY OF BUDGET

ESTIMATED REVENUES:

General Fund		
Taxes	$	28,415,855
License and Permits	$	865,079
State & Federal Shared Revenues	$	4,870,384
Grants & Loans	$	320,949
Charges for Services	$	5,714,461
Other Revenues	$	3,961,959
Application of Unassigned Cash	$	-
One Percent Tax	$	26,067,529
LID 652 - Interstate Industrial	$	106,945
Madison Water Line	$	1,679,000
Utilities Administration	$	3,223,514
Solid Waste	$	3,873,089
Water	$	11,052,679
Power	$	39,118,963
Sewer	$	12,032,438
Fiber	$	462,296
City West Operations	$	887,863
City Warehouse	$	218,069
Vehicle Maintenance	$	3,435,401
Health Insurance	$	7,335,224
Insurance	$	1,446,333
Grand Total	$	155,088,030

ESTIMATED EXPENSES:

Mayor and Council, General	$	177,814
Administration, General	$	615,660
Special Projects, General	$	3,036,864
City Attorney, General	$	748,876
Human Resources, General	$	806,892
Safety and Risk Management, General	$	223,484
Finance, General	$	1,195,283
Customer Service, General	$	1,497,205
Purchasing, General	$	324,838
Information Technology, General	$	5,843,678
Police, General	$	12,190,531
Dispatch, General	$	1,430,892
Victims Advocate, General	$	271,029
Animal Control, General	$	497,317
Animal Shelter Operations, General	$	456,614
City Hall Maintenance, General	$	829,311
Public Works Administration, General	$	497,473
Parks, General	$	3,426,282
Forestry, General	$	390,890
Streets, General	$	3,439,161
Traffic Safety, General	$	751,973
Engineering, General	$	1,403,778
Building Inspection, General	$	890,262
Planning, General	$	621,241
Code Compliance, General	$	195,614
Gillette Public Access, General	$	371,459
City Clerk, General	$	333,529
Judicial/Parking Control, General	$	480,136
Public Affairs, General	$	340,912
One Percent Tax, Capital Projects	$	26,067,529
LID 652 - Interstate Industrial	$	106,945
Madison Water Line, Enterprise	$	32,000
Utilities Administration, Enterprise	$	803,705
Electrical Engineering, Enterprise	$	983,766
SCADA, Enterprise	$	1,436,043
Solid Waste, Enterprise	$	3,873,089
Water, Enterprise	$	10,464,151
Swimming Pool, Enterprise	$	304,917
Power, Enterprise	$	38,051,665
Sewer, Enterprise	$	12,032,438
Fiber, Enterprise	$	405,287
City West Operations, Intergovernmental	$	883,627
City Warehouse Operations, Intergovernmental	$	218,069
Vehicle Maintenance, Intergovernmental	$	3,435,401
Health Fund, Insurance	$	7,335,224
Insurance, Insurance	$	1,274,236
Grand Total	$	150,997,090

Publish: May 24, 2025
June 07, 2025

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

TITLE:

ORDINANCE 1ST READING
An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming for FY2025-2026.

SUGGESTED ACTION:

I move for the approval of the ordinance adopting the FY2025-2026 budget for the City of Gillette on 1st Reading.

CASE BACKGROUND:

Total Fiscal Year 2025-2026 budgeted expenses: $150,997,090.

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

A Public Hearing has been advertised for 6:00 p.m. on June 3, 2025, at City Hall for consideration of the Fiscal Year 2025-2026 Budget. The Public Hearing and the approval of the first reading of the budget ordinance are scheduled for the regular City Council meeting.

The FY2025-2026 budget will be approved through three readings.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:
Ordinance for FY2025-2026 Budget

ORDINANCE NO.

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

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

Section 1. That there is hereby appropriated for the purpose of operating the City of Gillette, Wyoming, and, paying all expenses thereof, the sum of $155,088,030, and,

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

ESTIMATED REVENUES:

General Fund		
Taxes	$	28,415,855
License and Permits		865,079
State & Federal Shared Revenues		4,870,384
Grants & Loans		320,949
Charges for Services		5,714,461
Other Revenues		3,961,959
Application of Unassigned Cash		-
One Percent Tax		26,067,529
LID 652 - Interstate Industrial		106,945
Madison Water Line		1,679,000
Utilities Administration		3,223,514
Solid Waste		3,873,089
Water		11,052,679
Power		39,118,963
Sewer		12,032,438
Fiber		462,296
City West Operations		887,863
City Warehouse		218,069
Vehicle Maintenance		3,435,401
Health Insurance		7,335,224
Insurance		1,446,333
Grand Total	$	155,088,030

Section 3. It is appropriated from the funds of said City for the ensuing year the sum of $150,997,090 or as much as may be necessary for the following purposes, to wit:

ESTIMATED EXPENSES:

Mayor and Council, General	$	177,814
Administration, General		615,660
Special Projects, General		3,036,864
City Attorney, General		748,876

Human Resources, General		806,892
Safety and Risk Management, General		223,484
Finance, General		1,195,283
Customer Service, General		1,497,205
Purchasing, General		324,838
Information Technology, General		5,843,678
Police, General		12,190,531
Dispatch, General		1,430,892
Victims Advocate, General		271,029
Animal Control, General		497,317
Animal Shelter Operations, General		456,614
City Hall Maintenance, General		829,311
Public Works Administration, General		497,473
Parks, General		3,426,282
Forestry, General		390,890
Streets, General		3,439,161
Traffic Safety, General		751,973
Engineering, General		1,403,778
Building Inspection, General		890,262
Planning, General		621,241
Code Compliance, General		195,614
Gillette Public Access, General		371,459
City Clerk, General		333,529
Judicial/Parking Control, General		480,136
Public Affairs, General		340,912
One Percent Tax, Capital Projects		26,067,529
LID 652 - Interstate Industrial		106,945
Madison Water Line, Enterprise		32,000
Utilities Administration, Enterprise		803,705
Electrical Engineering, Enterprise		983,766
SCADA, Enterprise		1,436,043
Solid Waste, Enterprise		3,873,089
Water, Enterprise		10,464,151
Swimming Pool, Enterprise		304,917
Power, Enterprise		38,051,665
Sewer, Enterprise		12,032,438
Fiber, Enterprise		405,287
City West Operations, Intergovernmental		883,627
City Warehouse Operations, Intergovernmental		218,069
Vehicle Maintenance, Intergovernmental		3,435,401
Health Fund, Insurance		7,335,224
Insurance, Insurance		1,274,236
Grand Total	$	150,997,090

PASSED, APPROVED AND ADOPTED THIS 17TH DAY OF JUNE, 2025.

_____

Shay Lundvall, Mayor

(S E A L)

ATTEST:

_____

Alicia Allen, City Clerk

Publish:

CITY OF GILLETTE
CITY COUNCIL

DATE: **June 3, 2025**

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