



**CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.
Tuesday, August 19, 2025
6:00 PM**

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Invocation and Pledge of Allegiance led by Reverend Philip Jones of Roadway Alliance Church.

C. APPROVAL OF GENERAL AGENDA

D. APPROVAL OF CONSENT AGENDA

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

1. **Regular Meeting Minutes - August 4, 2025**

Executive Session Meeting Minutes - August 4, 2025

2. **Council Consideration to Memorialize a Special Event Permit including a PA System and Live Music for a Worship Service at Dalbey Park, Edwards Shelter, which occurred on August 17, 2025, requested by Journey Church.**

Staff Reference: Michael H. Cole, City Administrator

3. **ORDINANCE 3RD READING**

Council Consideration of an Ordinance Approving and Authorizing an Amendment to Ordinance 3961 and Associated Amended PUD Final Plat, The Villas at Legacy Ridge to be known as Resubdivision of Lots 6E & 7E, Block 2 of the Villas at Legacy Ridge, Phase 1 P.U.D.; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

Staff Reference: Ry Muzzarelli, PE, Director of Development Services

4. **ORDINANCE 2ND READING**

Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of a 20-Foot-Wide General Utility & Water Line Easement Recorded in Book 11 of Plats, Page 241, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all

Planning Requirements. (Planning Commission Vote: 6/0)

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

5. ORDINANCE 2ND READING

Council Consideration of an Ordinance to Amend the Electrical Line Extension Policy for the City of Gillette and to Amend Chapter 17, 17-5 of the Gillette City code to Include Reference to the Amended Electrical Line Extension Policy.

Staff Reference: Joff Pilon, Director of Utilities; Sean Brown, City Attorney.

6. Bills and Claims

Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

F. COMMENTS

Council:

Liaison:

Written:

Other - Comments:

G. PROCLAMATIONS / PRESENTATIONS

- 1. A Proclamation Designating August 23, 2025 as *Guiding Stars: Childcare Appreciation Day.*
~ *Susan Glanzer***

Staff Reference: Michael H. Cole, City Administrator

- 2. Field Use Policy Presentation**

Staff Reference: Sean Brown, City Attorney

H. UNFINISHED BUSINESS

I. PUBLIC HEARINGS AND CONSIDERATIONS

- 1. A Public Hearing for the Issuance of a New Restaurant Liquor License to Prairie Jewelry, LLC, d.b.a. 1892 Wine & Tapas Bar, located at 206 S Gillette Ave.**

Staff Reference: Jennifer Toscana, Public Affairs Director

- 2. Council Consideration of a New Restaurant Liquor License to Prairie Jewelry, LLC, d.b.a. 1892 Wine & Tapas Bar, located at 206 S Gillette Ave.**

Staff Reference: Jennifer Toscana, Public Affairs Director

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

Staff Reference: Michelle Henderson, Finance Director

- 4. Council Consideration of a Resolution to Approve Amendments to the Gillette City Budget for FY2025-2026.**

Staff Reference: Michelle Henderson, Finance Director

J. NEW BUSINESS

- 1. Council Consideration of a Special Event including a Street Closure on Wenger Drive for the Annual Marine Corps League 5k, from 4:00 p.m. to 8:00 p.m., on September 11, 2025, Requested by Joseph Bolton.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- 2. Council Consideration of a Special Event Permit including a Street Closure and P.A. system, on 1st Street from Osborne Ave. to Emerson Ave. on August 29, 2025, from 4:00 PM to 8:00 PM for a Car Show, requested by Under Pressure Wash & Water.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- 3. Council Consideration of an updated Operation Plan for Olas Tulum Seafood Bar & Grill LP, to amend the hours of operation to 8:00 AM to 12:00 AM Sunday through Thursday, and 8:00 AM to 2:00 AM Friday through Saturday.**

Staff Reference: Jennifer Toscana, Public Affairs Director

- 4. Council Consideration for the Acceptance of Public Improvements for the Cam-Plex Lift Station Capacity Upgrade Constructed by DRM, Inc., in the Amount of \$3,437,975.18 (1% Project).**

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

- 5. Council Consideration for the Acceptance of Public Improvements for the Hidden Valley Playground Renovations Project, Installed by Powder River Construction, Inc., in the Amount of \$671,867.10 (1% Project).**

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

- 6. Council Consideration for the Acceptance of Development Improvements for 3000 Powder Basin Avenue, Installed by Melgaard Construction, on behalf of the Developer, NicGen Enterprises, LLC.**

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

- 7. Council Consideration of a Bid Award for the Pump Station #1 Upgrades Project to S & S Builders, LLC in the Amount of \$4,954,720.00.**

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

- 8. Council Consideration a Bid Award in the amount of \$1,925,500.00 to Van Ewing Construction Inc. for the Gillette City Hall Space Needs Renovation Project.**

Staff Reference: Sawley Wilde, Public Works Director

9. **Council Consideration of a Contract Amendment to a Professional Services Agreement with Steiner Thuesen, PLLC for Contract Administration and Construction Management Services Associated with the Shoshone Avenue Beautification Phase 1 Project, in the Amount of \$58,617.00 (1% Project).**

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

10. **Council Consideration of a Professional Services Agreement for Contract Services Associated with Third Party Plan Review, with Northwest Code Professionals.**

Staff Reference: Ry Muzzarelli, PE, Development Services Director

11. **Council Consideration of a Resolution Authorizing City Staff to Submit a Grant Request on Behalf of the City of Gillette to the Wyoming Water Development Commission for Replacing the Zone 4 Reservoir 1 (Z4R1) Water Storage Tank.**

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

1. **Executive Session for the purpose of Legal Advice Pursuant to W.S. 16-4-405(a)(ix).**

Staff Reference: Sean Brown, City Attorney

N. ADJOURNMENT