

**APPLICATION FOR SERVING ON
CITY OF GILLETTE
CITIZEN ADVISORY BOARDS**

Applicants should be able to regularly attend Board meetings and understand that they may be removed for 3 consecutive unjustified absences. Applicants should not apply for Boards that act on matters with which they would have a conflict of interest.

Date: _____

Ward Number: _____

Name: _____

Mailing Address: _____ City: _____ State: ____ Zip: _____

Home Address: _____ City: _____ State: ____ Zip: _____

Primary Phone: _____ Other Phone: _____ Email: _____

Employment

Employer: _____ Profession: _____ Title: _____

Employer's Address: _____ Employer's Phone: _____

Length of Residency in Gillette: _____

Have you participated in the Gillette Area Leadership Institute? _____ Yes _____ No

How did you hear about a Board Opening? _____

I am interested in serving on one or more of the following Boards/Committees of the City of Gillette. *(See back for descriptions)*

_____ Board of Adjustment

_____ Parks & Beautification Board

_____ Board of Examiners

_____ Personnel Review Board

_____ Boys & Girls Club Advisory Board

_____ Planning Commission

_____ Campbell Co. Fire Protection Joint Powers Board

_____ Public Works/Utilities Advisory Committee

_____ Campbell Co. Joint Powers Lodging Tax Board

_____ Regional Water Panel

_____ Campbell Co. Public Land Board

_____ Urban Systems Advisory Committee

_____ Council of Community Services

_____ Gillette Historic Preservation Commission

_____ Investment Advisory Committee

_____ Softball Commission

My reasons to participate on the above selected Board(s) are:

(Use Additional Sheets If Needed – This application may be subject to a personal interview.)

Board of Adjustment

Quasi-judicial, statutorily established board with authority to grant variances from the City's Zoning Ordinance. This board meets as needed on the third Tuesday of the month at 7:00 p.m. in the Council Chambers. Board members serve a three-year term. Limited to City Residents.

Board of Examiners

Determines acceptable methods and materials in construction in the appeal process, review Contractor & Individual Trade License application packages (which include required documents, complaints received) and either approve or deny New and Renewal licensing as indicated by the guidelines in the City of Gillette, Chapter 5, Building Ordinances. This board meets the second Tuesday of the month at noon in the City Hall – 2nd Floor Community Room. Board members serve a three-year term. No Residency Requirements.

Boys and Girls Club Advisory Board

The Boys and Girls Club of Campbell County's mission is to enable all youth, especially those who need us the most, to reach their full potential as productive, caring and responsible citizens. The board meets the fourth Monday of the month at 5:30 p.m. at the Boys and Girls of Campbell County. All members serve a three-year term.

Campbell County Fire Protection Joint Powers Board

Oversees the operation of the City/County Fire Department. This board is comprised of three (3) City appointees, four (4) County appointees and one (1) appointee from the Town of Wright, all of whom serve three-year terms. This board meets on the second Wednesday of the month at 5:30 p.m. at the Fire Station One, Community Room. Must be Electors of Campbell County and may not be employees of that Board.

Campbell County Joint Powers Lodging Tax Board

A Joint Powers Agreement to establish the Lodging Tax Joint Powers Board was prepared and approved by Campbell County, Gillette and Wright and then formally approved by the Wyoming Attorney General on December 5 of 2008. This board is comprised of three (3) City appointees, two (2) County appointees and one (2) appointee from the Town of Wright, 4 representatives from the travel and tourism industry. The board meets the second Thursday of each month at 3:00 p.m. at the Gillette Visitor Center Board Room. No Residence Requirements.

Campbell County Public Land Board

Responsible for overseeing the orderly development and improvement, maintenance and operation of the CAM-PLEX property and facilities. This board is comprised of two (2) City appointees and five (5) County appointees, all of whom serve three-year terms. The board meets the second Thursday of the month at 6:00 p.m. in the Board Room at the CAM-PLEX. Must be Electors of Campbell County and may not be employees of that Board.

Council of Community Services (CCS)

Political appointment to a Tripartite Board that offers services to those living in poverty and homelessness. The Board generally meets the fourth Thursday of each month at 3:00 p.m. at the CCS main office. Board members serve a three year term.

Investment Advisory Committee

Advises the Finance Director and City Administrator on investment matters. Responsibilities will include periodic reviews of the investment policy, making recommendations for the development of an asset portfolio of the investments for the City of Gillette in compliance with Wyoming Statutes that limits risk and provides adequate liquidity in an effort to maximize the rate of return. This committee meets quarterly the third Thursday of each new quarter (January, April, July, and October.)

Parks and Beautification Board

Advises the Mayor and Council on all park development matters, reviews landscape plans associated with the development process, and promotes beautification of the City. This board meets the second and fourth Thursday of the month at 5:30 p.m. in the City West Breakroom. All members serve a three-year term. Limited to City Residents.

Personnel Review Board

The Personnel Review Board is the final review step for employee grievances and complaints. Three citizens serve 3-Year Terms on this Board. This board meets on an "as needed" basis. No Residence Requirements.

Planning Commission

The Planning Commission is involved in the preparation, revision and oversight of development in the City limits and within the planning boundary in accordance with the Comprehensive Plan; Zoning and Subdivision regulations. The Commission is primarily advisory to the City Council on subdivisions, zoning map amendments, annexations, preliminary & final plats, vacate requests, and zoning and/or subdivision text amendments. Meets on second and fourth Tuesdays at 5:30 p.m. at City Hall. Limited to City Residents.

Public Works/Utilities Advisory Committee

Advises the Public Works Director, Utilities Director, Director of Engineering & Building and the City Council on utilities, engineering, and public works matters. Responsibilities include periodic review and recommendations of standard construction specifications and engineering design standards; building codes; water, sanitary sewer, and electrical utility policies. The committee meets the third Wednesday of each month at 5:30 p.m. (except June, July, and August) in the 2nd Floor Engineering Conference Room at City Hall. Limited to City Residence or Employment within the Planning District.

Regional Water Panel

The Panel reviews system financing strategies, annual operations & maintenance budgets, annual capital budgets and accepts or reject rates and charges as proposed by the City prior to adoption by the City. In addition, the Panel provides recommendations to the Participating Agencies regarding requests for water from potential Wholesale Customers outside the Designated Service Area (DSA) and the corresponding expansion of the DSA. The Regional Water Panel is a group formed under the Gillette Regional Water Supply System Joint Powers Agreement. The Panel consists of seven (7) appointed persons (three appointed by the Campbell County, three appointed by the City of Gillette and one representative from Wyoming Water Development Commission (WWDC). The Panel meets no less frequently than semi-annually in the third floor conference room of City Hall Thursdays at 6 pm.

Urban Systems Advisory Committee

Established under the Wyoming Department of Transportation Operating Policy 2-4 with the purpose to evaluate the transportation needs of the urban area, compile and prioritize a list of potential improvement projects constrained by available federal and local matching funds, and submit said list to the appropriate governing bodies for their approval. The Committee is mandated to meet annually during the month of November and at other times as necessary on the call of its Chairman.

Gillette Historic Preservation Commission

Established in 2015, the City of Gillette created the Gillette Historic Preservation Commission for purposes of protection, enhancement and perpetuation of significant historical, archeological and archeological relics within the City of Gillette and the surrounding area. The Commission shall consist of at least three (3) members with demonstrated interest, knowledge or experience in historic preservation. At least one (1) of the members must be a professional in a historic preservation related field. To demonstrate credentials, members will be asked to submit resumes or statements of qualification to the City of Gillette. Meets fourth Tuesday of the month at noon the Railyard Restaurant.

Softball Commission

This commission was established in 2023 to review and adjudicate appeals based on the City's Field Use Policy. The commission shall be made up of five individuals who have a vested interest in youth sports in Campbell County and shall be appointed by the governing body of the City. The City Public Works Director and staff shall provide administrative and clerical support for the commission. Initial appointments will be two 3 year terms, two 2 year terms and one 1 year term, after initial terms expire all additional terms shall be 3 year terms. This commission meets on an as needed basis.