

# CITY OF GILLETTE

Administration  
P.O. Box 3003 • Gillette, Wyoming 82717-3003  
Phone (307) 686-5203  
www.gillettewy.gov

## MEMORANDUM

**TO: Mayor and Members of the City Council**

**FROM: J. Carter Napier, City Administrator**

**RE: General Information**

**DATE: March 11, 2016**

The following meetings are scheduled for the week of **March 12 - March 18:**

### **Monday, March 14<sup>th</sup>**

**5:30 p.m. City/County Pre-Budget Meeting with CC Public Land Board, Agenda Attached**

- Cam-Plex - Energy Hall

### **Tuesday, March 15<sup>th</sup>**

**6:00 p.m. City Council Pre-Meeting, Agenda Attached**

- Spring Clean-Up Discussion
- System Development Charges
- Utility Rates Discussion
- Engineering Services Discussion
- Review March 15<sup>th</sup> Council Agenda
- Executive Session - Litigation
- City Hall – 2<sup>nd</sup> Floor Community Room
- Dinner served at 5:30 p.m.

**7:00 p.m. City Council Meeting**

- City Hall – Council Chambers

### **Wednesday, March 16<sup>th</sup>**

**6:00 p.m. City/County/Town Pre-Budget Meeting with CC Joint Powers Fire Board**

- Fire Training Center

1. Attached please find an **invitation** for the **Downtown Clock Dedication** on **March 16, 2016** at **4:30 p.m.**
2. Attached please find a **document** regarding **Sales Tax Collection** provided by **Finance Director Pitlick**.
3. Attached please find **Project Status Reports** provided by the **Engineering Department**.
4. Attached please find a **memorandum** regarding a **Junior Football Association Request** dated **March 10, 2016** provided by **Public Works Director Wilde**.
5. Attached please find a **letter** from the **United States Department of the Interior** dated **March 7, 2016** regarding the **Dry Fork Mine Environmental Assessment**.
6. Attached please find a **flyer** for the **Legislative Wrap Up** on **March 15, 2016** provided by the **Campbell County Chamber of Commerce**.

7. Attached please find a **flyer** for **Refining Our Economic Advancement Annual Event** on **April 7, 2016** provided by **Energy Capital Economic Development**.
8. Attached please find the **NEWY Meeting Agenda** dated **March 12, 2016**.
9. Attached please find a **letter** from **Darci Phillips** dated **March 11, 2016** thanking **Detective Rozier** for his work on a case she prosecuted.

# STAKEHOLDER PLANNING MEETING AGENDA

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3/14/2016 5:30 PM | *Meeting called by L.D. Gilbertz*

*Dinner will be served at 5:30 p.m. in Energy Hall*

<b>Item</b>	<b>Topic</b>	<b>Facilitator</b>
1.	Call Meeting to Order and Introductions	L.D. Gilbertz
2.	Opening Statement: Land Board and CAM-PLEX Highlights	L.D. Gilbertz
3.	Operations Budget Overview	Shilo Lundvall
	3.1 Special Event Account Review – Enclosure #1	
	3.2 Trust Fund Review – Enclosure #2	
4.	Fleet Discussion	Tony Langone
5.	Capital Budget Presentation – Enclosure #3	Mary Silvernell

## *Small Group Discussions at the Tables*

- Capital Budget items.
- What hot topics or critical issues about CAM-PLEX are being discussed with citizens?
- What are your projections of future funding for Energy Hall and Heritage Center Theater facility updates?

6. Adjournment

ENCLOSURE #1

**SPECIAL EVENTS FUND  
ANALYSIS  
DECEMBER 31, 2015**

<b>TOTAL FUND BALANCE JUNE 30, 2015</b>	<b>\$ 113,830.08</b>
2014-2015 FISCAL YEAR INCOME (LOSS)	<u>31,122.20</u>
<b>AVAILABLE FUNDS JULY 1, 2015</b>	<b>\$ 144,952.28</b>

**2015-2016 SPECIAL EVENTS OCCURRENCES (7/01/15 - 12/31/15)**

2016 NHSFR	\$ (63,982.41)	
FAMILY CAMPERS & RVERS RALLY	63,320.92	
CHRISTIAN MOTORCYCLE RALLY	19,104.40	
WYOMING HORSE RACING LLC	63,627.01	
PYROTECHNICS GUILD INTERNATIONAL	(26,614.85)	
INTEREST INCOME	113.14	
MARKETING BUDGET	(17,000.00)	
CONTRACT LABOR	<u>(2,400.00)</u>	
Y.T.D. FISCAL YEAR INCOME (LOSS)		<u>\$ 36,168.21</u>
<b>TOTAL FUND BALANCE DECEMBER 31, 2015</b>		<b>181,120.49</b>
REQUIRED TO KEEP ON HAND		<u>(110,000.00)</u>
<b>AVAILABLE FUND BALANCE DEC. 31, 2015</b>		<b>\$ 71,120.49</b>

**2015 EVENTS (CALENDAR YEAR)**

2016 NHSFR	\$ (61,763.76)	
FAMILY CAMPERS & RVERS RALLY	63,320.92	
CHRISTIAN MOTORCYCLE RALLY	19,104.40	
WYOMING HORSE RACING LLC	63,627.01	
PYROTECHNICS GUILD INTERNATIONAL	(16,580.60)	
INTEREST INCOME	209.40	
MARKETING BUDGET	(17,000.00)	
CONTRACT LABOR	(6,400.00)	
12/31/14 AVAILABLE FUNDS NOT SENT TO WYO-STAR	<u>26,603.12</u>	
		<u>\$ 71,120.49</u>

(over)

## CAM-PLEX SPECIAL EVENTS ACCOUNT

Purpose: To provide for the financial aspects of various major events to be hosted by CAM-PLEX.

An account titled "CAM-PLEX Special Events Account" will be authorized as an account to be operated separately from the general budget of the Campbell County Public Land Board. Events such as the National High School Finals Rodeo and the World Horseshoe Pitching Championships, whose sponsors have notified CAM-PLEX of their intent to hold their event at CAM-PLEX, will be operated through this account.

Each year, CAM-PLEX staff will prepare a complete revenue and expenditure budget for this account. This budget will project revenue and expenses for the calendar year and must be approved by the Campbell County Public Land Board and submitted to both the Gillette City Council and the Campbell County Commission.

This account will originate with a transfer of the balance of the existing National High School Finals Rodeo account. Funds from this account may be used for event operation expenses as well as capital projects and purchases related to an event budgeted within the account.

Revenue for this account will be that which is received from various special events operated through the account. All funds in the account in excess of \$110,000 as of January 1 of each year, will be transferred to the Campbell County Public Land Board Operations Trust Fund currently being managed by the state of Wyoming through the WYO-STAR program. Variations to this commitment of revenue must be approved by the Campbell county Public Land Board, Campbell County Commission and the Gillette City Council.

ENCLOSURE #2

**CAMPBELL COUNTY PUBLIC LAND BOARD  
ENDOWMENT AND TRUST FUNDS**

**WYO-STAR OPERATIONS TRUST FUND**

This is a reserve fund managed by the Wyoming State Treasurer. It was established in 1993 to accumulate until a total balance of ten million dollars (\$10,000,000) is attained. Funds are earmarked for future maintenance of CAM-PLEX facilities. Oil and gas revenue and net income from the Special Events Fund are sent into this trust fund at the end of each fiscal year.

<b>12/31/13 Balance</b>	<b>\$3,545,359.54</b>
12/31/13 SE Revenue	\$174,313.46
13-14 Oil Revenue	\$6,294.61
Gladys Lander's Trust	\$1,102,000.00
Interest Earned	<u>\$11,129.44</u>
<b>12/31/14 Balance</b>	<b>\$4,839,097.05</b>
14-15 Oil Revenue	\$14,165.63
Gladys Lander's Trust	\$10,115.61
Leland Lander's Trust	\$192,231.94
Interest Earned	<u>\$11,901.02</u>
<b>12/31/15 Balance</b>	<b>\$5,067,511.25</b>

**WYO-STAR CHILDREN SERIES TRUST FUND**

This fund is a revocable trust fund managed by the Wyoming State Treasurer. It was established early in 1993 to ensure Arts Education would continue at CAM-PLEX. CCPLB, corporate and private sponsors as well as the school district agreed that all family series program ticket sales, if not needed for expenses, would go into this trust fund at the end of each season.

<b>12/31/13 Balance</b>	<b>\$601,258.03</b>
13-14 Family Series Ticket Revenue	\$24,410.00
Interest Earned	<u>\$1,604.21</u>
<b>12/31/14 Balance</b>	<b>\$627,272.24</b>
14-15 Family Series Ticket Revenue	\$19,367.00
Leland Lander's Trust	\$384,463.87
Interest Earned	<u>\$2,151.15</u>
<b>12/31/15 Balance</b>	<b>\$1,033,254.26</b>

**WYO-STAR WYOMING CENTER RESERVE TRUST FUND**

This is a reserve fund managed by the Wyoming State Treasurer. It was established in 2011 from sales tax overage revenue collected from the sales tax imposed for the purpose of building the Wyoming Center. Funds are earmarked for improvements and repairs to the Wyoming Center facility. This fund may not be used for improvements on other Cam-Plex facilities. These funds may be used for the above purpose with approval from the Campbell County Public Land Board.

<b>12/31/13 Balance</b>	<b>\$2,990,743.74</b>
Interest Earned	<u>\$7,856.04</u>
<b>12/31/14 Balance</b>	<b>\$2,998,599.78</b>
Interest Earned	<u>\$7,148.50</u>
<b>12/31/15 Balance</b>	<b>\$3,005,748.28</b>

**WYOMING COMMUNITY FOUNDATION ENDOWMENT**

This Endowment is an irrevocable fund set up in 1993 and managed by the Wyoming Community Foundation held under the name of CAM-PLEX Arts in Education. Grants may be applied for by CAM-PLEX to be used for Arts Education programs. Anyone can donate money to be placed into funds held in this account.

<b>12/31/13 Balance</b>	<b>\$270,683.04</b>
Net Surplus/(Deficit)	<u>\$8,495.44</u>
<b>12/31/14 Balance</b>	<b>\$279,178.48</b>
Net Surplus/(Deficit)	<u>-\$13,111.32</u>
<b>12/31/15 Balance</b>	<b>\$266,067.16</b>

ENCLOSURE #3  
**2016-2017 Capital Requests**

**Cam-Plex Capital Items**

<b>Wireless Microphones</b>	<b>\$85,000</b>
<p>The FCC is auctioning the 600 MHz spectrum that 25 of our 47 wireless microphone systems operate in. The spectrum is going to be used for cellular data service and will interfere with the wireless microphone systems we operate. Also, we will be unable to legally operate our systems as soon as September 2016 based on previous auction rules. Wireless microphones are critical to the events that CAM-PLEX hosts, and losing over half of our inventory would cause a significant reduction in our ability to meet the needs of our events.</p>	
<b>Concrete &amp; Sidewalk Repair</b>	<b>\$30,000</b>
<p>These funds will be used to repair damaged concrete on CAM-PLEX grounds.</p>	
<b>Asphalt Repair</b>	<b>\$50,000</b>
<p>These funds will be used to patch and seal various streets and parking lots. If these funds are approved the City Engineer will help prioritize the repairs.</p>	
<b>Computers</b>	<b>\$7,500</b>
<p>This line item will be used to replace outdated computers. CAM-PLEX has 27 computers for full-time staff. In order to replace the computers on a 4-year rotation system, we need to purchase 6-7 each year. Most of them will be replaced with thin clients, but we do have a few that need to be replaced with a tower in order to handle software, graphics, etc.</p>	
<b>Power Edge R730 Server</b>	<b>\$6,500</b>
<p>This server is necessary to complete the hardware refresh of our physical servers. After this server is installed we will not need to address any server hardware upgrades for at least 2 years. In order for the high availability cluster of our Vmware environment to function properly and to handle the load placed on the servers, this server is required.</p>	
<b>Heritage Center Remodel Phase 1</b>	<b>\$100,000 *</b>
<p>This is the first phase of the Dale Buckingham Architects design plan. It includes replacing stage curtains and lobby lighting. These items were chosen for the first phase because the other phases will require the theater to be closed, which will require some planning.</p>	
<b>Energy Hall Remodel Phase 1</b>	<b>\$100,000 *</b>
<p>As we have consulted with Dale Buckingham Architects, we have determined we will need funds to begin the first phase of updates for Energy Hall. This first phase will be developed over the course of the next several months with information garnered from our programming meetings and steering committee input. This first phase will include updated finishes in the main hall like floor coverings, ceiling, lighting, wall décor and entryways.</p>	
<b>Meraki Switches</b>	<b>\$15,000</b>
<p>With the installation of the Meraki Wireless system that was completed last year there has become the need to expand the existing switch architecture under the management of the Meraki dashboard. Replacing these switches with Meraki hardware will make management seamless and allow for better customer service and performance within our corporate network.</p>	
<b>Video Upgrade Phase 1 of 2</b>	<b>\$125,000</b>
<p>This is the first of 2 phases to upgrade the Video Projection equipment from analog standard definition to digital high definition. Our current video equipment is the source of numerous customer complaints due to its low resolution that is outdated and worse quality than most people's televisions. Phase 1 updates the controls (mixers and matrixes) and replaces some projectors with HD projectors. Phase 2 will follow with updated cameras and more projectors.</p>	

## 2016-2017 Capital Requests

<b>Digital Signage</b>	\$30,000
<p>Indoor digital signs are quickly becoming the industry standard. We are asking for funding to begin installing digital signage in the Wyoming Center with the intent to install digital signs throughout the facility in future years. We will use this signage for many types of communication such as daily event schedules, facility maps, CAM-PLEX branding, basic marketing, and the promotion of CAM-PLEX to event participants and the general public.</p>	
<b>Website Design</b>	\$50,000
<p>A website redesign project will allow CAM-PLEX to attract and educate visitors, as well as, give us a competitive advantage to meet the growing challenges in today's marketplace. We need to improve the user experience and match what our competitors are doing. We need to showcase that we are an event facility providing quality entertainment for the public to enjoy. We also need to present CAM-PLEX to the country as a premier event facility excelling in the event venue industry. Redesigning our website will benefit us by making us more competitive. Currently our website does not give us sales leads, track who is visiting our website, allow us to customize content or display information in a meaningful, organized, engaging way. Our website has 120 pages of information that does not clearly portray who we are, what we are doing, what we can do, and why we loving doing it. Our new site will allow us to make a statement, share our mission, and serve our existing and future customers.</p>	
<b>East Pavilion / Barn 3 Design</b>	\$40,000 *
<p>East Pavilion and Barn 3 are the next buildings on our priority list to update. During the design phase we will consult with an Architect, end users and any other key stakeholders to determine project goals and requirements. The design phase will include estimated square footage of each usage type and any other elements that achieve the project goals. We will follow a process similar to the one we are currently conducting with Dale Buckingham Architects in order to evaluate and determine updates that need to occur with these two facilities.</p>	
<b>Event Scheduling Software</b>	\$60,000
<p>These funds will replace the 13 year old software we used to manage event scheduling for 7 buildings, 55 rentable rooms and equipment inventory. The existing software has limited capabilities and is inadequate for meeting our current needs. Every step that is currently done with the existing software is duplicated somehow by hand through another software package due to limited exporting data features. A new integrated software will eliminate the duplication of tasks relating to a web site calendar, invoicing, reporting, tracking, corresponding with customers, and informing staff of upcoming events. We will have the ability to provide online booking options and future linkage to digital signage.</p>	
<b>Tables</b>	\$10,000
<p>These funds will be used to replace unrepairable and out of date tables used throughout the facility.</p>	
<b>Personnel Lift</b>	\$14,000
<p>The Personnel lift used for the Heritage Center Stage is unreliable and causes significant delays. Many times the lift will rise part way up and stop. After numerous attempts it will eventually rise to the desired height, but this delay adds significant man hours to the work due to the needs of waiting for the lift to complete the overhead work before other ground work can take place. This unit will also be utilized in Wyoming Center to replace lighting in the mezzanine. We do not currently have a unit that fits in this location. This request is to replace this unit with a new, dependable unit.</p>	
<b>Wyoming Center Exterior Light Fixtures Replacement</b>	\$15,000
<p>The exterior building lights were installed in 2007 when the building was built. They currently have a 175 watt metal halide lamp that is started with a capacitor. The lamps cost \$22.00 each and the capacitor costs \$13.00 each. We are currently replacing an average of 24 lamps and 8 capacitors each quarter. The fixtures have been checked for obvious problems but none were found. We propose to replace the fixtures with a 30 watt LED wall pack fixture, identical to the new fixtures that were mounted on East and Central Pavilion. The LED fixtures have a 100,000 hour life on the lamp and a 5 year manufacturer warranty and will cost less than a quarter of the cost of the existing fixtures to run.</p>	

## 2016-2017 Capital Requests

<b>Windmill Drive Street Light Replacement</b>	<b>\$14,000</b>
<p>The street lights at CAM-PLEX are 250 watt metal halide fixture that operate off of a ballast that uses 54 watts to drive the lamp for a total of 304 watts. The lamps cost \$21.00 each and the ballasts cost \$84.00 each. These both need replaced very often. We propose to purchase and install new LED fixtures on Windmill Drive as the first phase of a 4 year lighting replacement project that will end with all street light and parking lot lights changing to more cost efficient LED fixtures.</p>	
<b>Trees</b>	<b>\$10,000</b>
<p>This money will be used to place trees and shrubs in and around CAM-PLEX in order to improve and enhance the appearance of CAM-PLEX grounds.</p>	
<b>Subtotal</b>	<b>\$762,000</b>
<p><b>*These amounts are placeholders until we have a firm number from Dale Buckingham Architects.</b></p>	
<b><u>NHSFR Capital Items</u></b>	
<b>(7) Laptops for Ticket Selling</b>	<b>\$3,500</b>
<p>The ticketing system used by CAM-PLEX is an internet based system, which we didn't have the last time we hosted the NHSFR. This system will provide better accounting and tracking than the antiquated system we used in the past. The laptops must be purchased so all ticket outlets can utilize the system.</p>	
<b>Gates &amp; Panels</b>	<b>\$10,000</b>
<p>These funds will be used to purchase panels needed for more livestock pens due to the addition of the Reigned Cow Horse event for the NHSFR as well as replace panels that have been damaged beyond repair.</p>	
<b>Reata Field Water System Replacement</b>	<b>\$6,000</b>
<p>The water system for RV guest use is currently above ground and gets damaged often and requires digging up the damaged piping for repair. This may take from 1 to 3 hours, leaving the RV users without water for the duration of the repair. We propose to purchase the materials and install the system underground using new PVC piping and irrigation style buried boxes for the RV spigots.</p>	
<b>Boxelder RV Underground Water Valve Replacement</b>	<b>\$15,000</b>
<p>6 of the isolation valves for the water system in both the RV park and the horse stall area do not shut the water off. This has been a problem in the past during large events in which the entire park and stall area must be shut off to make a repair. This would require the old underground valves be dug up and replaced with new.</p>	
<b>Subtotal</b>	<b>\$34,500</b>
<b>Total Capital Requests</b>	<b>\$796,500</b>
<b>Vehicle/Equipment Replacement</b>	
2001 Chevy S-10	\$22,000
John Deere 1435 Front Mower	\$20,000
2 Snowplows	\$15,500
<b>Total Vehicle/Equipment Replacement</b>	<b>\$57,500</b>



# CITY OF GILLETTE

Administrative Services Department

City Clerk Division

Karlene Abelseth, City Clerk/Print Shop

P.O. Box 3003 • Gillette, Wyoming 82717-3003

Phone (307) 686-5210 • Fax (307) 686-4810

[www.gillettewy.gov](http://www.gillettewy.gov)

**Pre-Meeting – 6:00 p.m.  
City Hall – 3rd Floor Conference Room  
Tuesday, March 15, 2016  
Dinner Served at 5:30 p.m.**

## Pre-Meeting Topic(s):

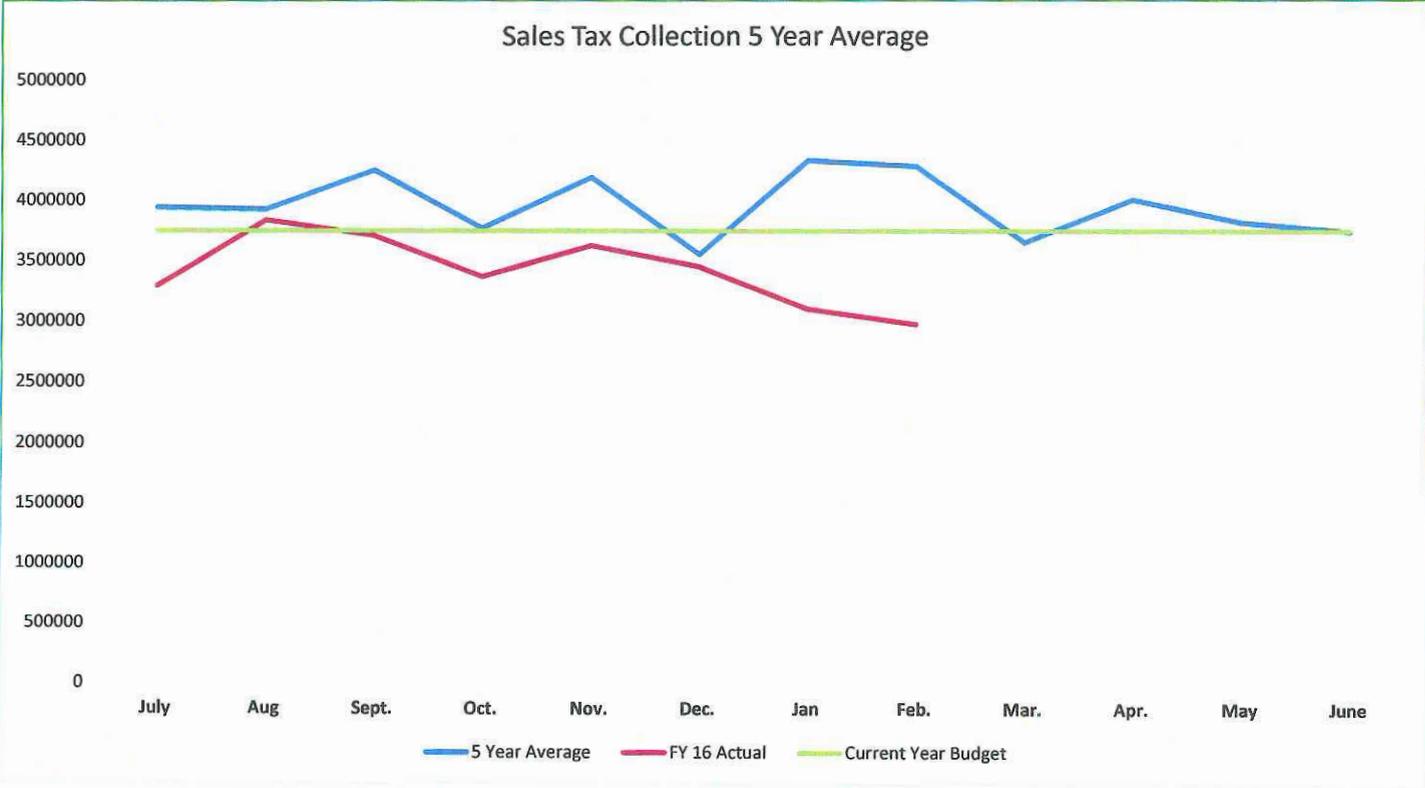
- Spring Clean-Up Discussion
- System Development Charges
- Utility Rates Discussion
- Engineering Services Discussion
- Review March 15th Agenda
- Executive Session
  - Litigation



YOU ARE INVITED!

PLEASE JOIN US FOR THE  
DOWNTOWN CLOCK DEDICATION  
CORNER OF 4TH STREET & GILLETTE AVE  
WEDNESDAY | MARCH 16 | 4:30 PM

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1% SALES/USE TAX REVENUE					
MONTH	2014 Actual	2015 Actual	2015 BUDGET	2016 Actual	2016 BUDGET
July	\$1,848,465	\$2,193,961	\$1,750,000	\$1,482,243	\$1,666,667
Aug	\$1,644,080	\$2,047,500	\$1,750,000	\$1,727,561	\$1,666,667
Sept.	\$1,692,767	\$2,319,150	\$1,750,000	\$1,670,260	\$1,666,667
Oct.	\$1,886,332	\$2,133,732	\$1,750,000	\$1,518,716	\$1,666,667
Nov.	\$1,752,144	\$2,224,851	\$1,750,000	\$1,631,941	\$1,666,667
Dec.	\$1,782,737	\$1,956,419	\$1,750,000	\$1,553,096	\$1,666,667
Jan	\$2,094,728	\$2,059,551	\$1,750,000	\$1,397,081	\$1,666,667
Feb.	\$1,719,078	\$2,131,287	\$1,750,000	\$1,339,636	\$1,666,667
Mar.	\$1,727,604	\$1,888,193	\$1,750,000		\$1,666,667
Apr.	\$1,963,305	\$1,873,713	\$1,750,000		\$1,666,667
May	\$1,971,668	\$1,853,014	\$1,750,000		\$1,666,667
June	\$2,002,323	\$1,662,976	\$1,750,000		\$1,666,667
	\$22,085,232	\$24,344,347	\$21,000,000	\$12,320,534	\$20,000,000
GENERAL FUND SALES/USE TAX					
MONTH	2014 Actual	2015 Actual	2015 BUDGET	2016 Actual	2016 BUDGET
July	\$2,258,515	\$2,683,648	\$2,133,333	\$1,808,457	\$2,083,333
Aug	\$2,007,150	\$2,503,543	\$2,133,333	\$2,110,093	\$2,083,333
Sept.	\$2,064,998	\$2,835,751	\$2,133,333	\$2,037,999	\$2,083,333
Oct.	\$2,303,016	\$2,606,081	\$2,133,333	\$1,852,973	\$2,083,333
Nov.	\$2,144,723	\$2,724,609	\$2,133,333	\$1,995,137	\$2,083,333
Dec.	\$2,181,749	\$2,392,974	\$2,133,333	\$1,900,213	\$2,083,333
Jan	\$2,563,565	\$2,518,115	\$2,133,333	\$1,707,093	\$2,083,333
Feb.	\$2,099,104	\$2,608,989	\$2,133,333	\$1,638,389	\$2,083,333
Mar.	\$2,115,571	\$2,311,830	\$2,133,334		\$2,083,333
Apr.	\$2,403,364	\$2,294,055	\$2,133,334		\$2,083,333
May	\$2,415,385	\$2,270,969	\$2,133,334		\$2,083,333
June	\$2,450,969	\$2,034,346	\$2,133,334		\$2,083,333
	\$27,008,109	\$29,784,910	\$25,600,000	\$15,050,354	\$25,000,000
TOTAL SALES/USE TAX					
July	\$4,106,980	\$4,877,609	\$3,883,333	\$3,290,700	\$3,750,000
Aug	\$3,651,230	\$4,551,043	\$3,883,333	\$3,837,654	\$3,750,000
Sept.	\$3,757,766	\$5,154,901	\$3,883,333	\$3,708,259	\$3,750,000
Oct.	\$4,189,348	\$4,739,813	\$3,883,333	\$3,371,689	\$3,750,000
Nov.	\$3,896,867	\$4,949,460	\$3,883,333	\$3,627,078	\$3,750,000
Dec.	\$3,964,486	\$4,349,393	\$3,883,333	\$3,453,309	\$3,750,000
Jan	\$4,658,293	\$4,577,666	\$3,883,333	\$3,104,174	\$3,750,000
Feb.	\$3,818,182	\$4,740,276	\$3,883,333	\$0	\$3,750,000
Mar.	\$3,843,175	\$4,200,023	\$3,883,334	\$0	\$3,750,000
Apr.	\$4,366,669	\$4,167,768	\$3,883,334	\$0	\$3,750,000
May	\$4,387,053	\$4,123,983	\$3,883,334	\$0	\$3,750,000
June	\$4,453,292	\$3,697,322	\$3,883,334	\$0	\$3,750,000
	\$49,093,341	\$54,129,257	\$46,600,000	\$24,392,863	\$45,000,000



Angela Williams <angelaw@gillettewy.gov>

## Engineering Project Status Reports

1 message

**Teddie Beck** <teddieb@gillettewy.gov>  
 To: Angela Williams <angelaw@gillettewy.gov>

Thu, Mar 10, 2016 at 8:17 AM

Good morning Angela,

The report (from CJ Sloan) and attachments below are Project Status Reports from Engineering that will go into the GI Packet. If you have any questions - let me know. Thank you and have a great day!

### Permits Issued and Improvements Accepted

2015 Water Main Replacement - PTC issued on 2/22/16  
 Concrete Repairs for Z1-R4 & Driveway Repairs for Z1-R5 - PTC issued on 2/23/16  
 CCH WORL Parking Lot Expansion - Private Storm Sewer - PTC issued on 2/24/16  
 Gillette College Rodeo Ag Complex (Water Main) - PTC issued on 3/7/16

Menards Water Main Loop - Accepted on 2/2/16 (omitted from previous month's summary)  
 Coleman Electric Hydrant Extension - Accepted on 2/2/16 (omitted from previous month's summary)

### Permits Under Review

Sportsman's Warehouse Site & Utilities - 1st submittal under review  
 Fire Station No. 3 Site & Utilities - 1st submittal under review

### Additional Development Staff Reviews, Meetings, and other Miscellaneous Items

Attended a Staff Review Meeting on 2/4/16 to present review comments on the following projects:

- *Development Plan - Lot 1, Town Center Subdivision (Sportsman's Warehouse)*
- *Final Plat - Resubdivision of Lot, Vista Grande Subdivision*
- *Commercial Site Plan - Parking Lot-Campbell County Hospital WORL Parking Lot Expansion*
- *Commercial Site Plan - Williams Law Offices*

Attended a Pre-Staff Review Meeting on 2/11/16

Attended a Staff Review Meeting on 2/18/16 to present review comments on the following projects:

- *Tower Application - Verizon Wireless WY2 CAMEL - 1211 South Douglas Highway*

Attended a Pre-Staff Review Meeting on 2/25/16

Attended a Staff Review Meeting on 3/3/16 to present review comments on the following projects:

- *Commercial Site Plan - 801 West Larch Street - Cold Storage (Powder River Construction)*
- *Commercial Site Plan - Fire Station No. 3 - Campbell County Joint Powers Fire Board*

Attended a Pre-Staff Review Meeting on 3/10/16

### Final, Interim, and Warranty Inspections Conducted

Pronghorn Ranch Subdivision, Ph. III - Filing 1A - Interim Inspection on 2/10/16

DEPARTMENT OF ENGINEERING - Project Status Report

3/8/2016

Project Manager - Luke Antonich, P.E.

PROJECT NUMBER	PROJECT NAME	BUDGET	PROJECT MANAGER	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES
12EN20	Gillette Softball/Baseball Complex	\$ 4,087,825.90	Levi Jensen	PCA	Van Ewing		Eng Notice to Proceed	18-Jun-12
	SCOPE OF WORK		COMMENTS					
	Design of improvements for Phase I of the Field of Dreams, which includes: 12" domestic water infrastructure, a gravity sewer line, drainage improvements, and eight ball fields and associated appurtenances.		Earth work is complete. Water line installation is complete. Sanitary sewer installation is complete. Landscaping is complete. Remaining work includes finishing the punch lists for the grading and for the landscaping under the Warranty period.			2-Nov-12	Final Drawing 100%	9-Nov-12
						17-Dec-12	Council Award	17-Dec-12
						14-Jan-13	Notice to Proceed	15-Jan-13
						1-Nov-13	Final Completion	
						Dec-13	Council Acceptance	
PROJECT NUMBER	PROJECT NAME	BUDGET	Architect	CMAR	PROPOSED DATES	MILESTONE	ACTUAL DATES	
15EN35	Gillette College Student Housing Ph. II	\$ 12,500,000	MOA Architecture	Van Ewing		CM/GC RFQ Issued		
	SCOPE OF WORK		COMMENTS					
	Obtain Construction Manager at Risk (CMAR) services to develop a Guaranteed Maximum Price (GMP) for the construction of the Gillette College Student Housing Phase II project. Construct the next phase of student housing.		MOA assembled a design team, started the design programming, and developed the programming document, schematic design, and design drawings. A CMAR has been selected. Construction Documents phase of design is complete. An early bid package/GMP called "Foundation CD's" was issued, accepted, and is under construction. A GMP for the remainder of the project, encompassing the "Foundation CD's," has been accepted and is under construction.					
						Spring 2015	Qualifications Due	
							CMAR Selection	Spring 2015
							CMAR Pre-Const. Award	20-May-15
						October 2015	GMP Complete	11-Dec-15
						October 2015	GMP Consideration	15-Dec-15
						Fall 2016	Project Completion	
PROJECT NUMBER	PROJECT NAME	Quote	Engineer	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES	
15EN37	Golden Rod Repairs	\$ 117,946	In House	Simon Contractors				
	SCOPE OF WORK		COMMENTS					
	The repair of damage caused by trench settlement on Golden Rod and Blaine Court and on Saddle String Circle.		A design and quote form have been assembled and the project quoted and a contractor selected. The quote was change ordered to include repairs on the north side of Blaine Ct as well as a large patch on Saddle String Circle. Construction is complete. Completion of the punch list is pending.					
							Preliminary Design	Spring 2015
						Fall 2015	Substantial Completion	Fall 2015
						Fall 2015	Final Completion	
PROJECT NUMBER	PROJECT NAME	BUDGET	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES	
15EN47	Interstate Industrial Park L.I.D. and Street Improvements	\$1,800,000 Streets \$2,000,000 Water	DOWL	Pending Bid Process				
	SCOPE OF WORK		COMMENTS					
	Design improvements for the Interstate Industrial Park with a focus on replacing the failing existing water system with a new larger system connected to the City water system and rehabilitating/replacing E. 2nd Street and Conestoga Drive pavement sections. Work with District to form an Local Improvement District (L.I.D.).		The design is approaching 90% complete. The district has met and is moving forward with gaining popular approval of the landowners to form an L.I.D.					
						Spring 2016	Eng Notice to Proceed	13-Oct-15
						Spring 2016	Design Completion	
						Spring 2016	Form L.I.D.	
						Spring 2017	Bidding	
						Spring 2017	Council Award	
						2017	Substantial Completion	
						2017	Final Completion	
						2017	Council Acceptance	

DEPARTMENT OF ENGINEERING

3/10/2016

PROJECT STATUS REPORT - Jade Butler

PROJECT NAME		BUDGET	PROJECT MANAGER	Engineer	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES
I-90 Beautification Project		\$ 200,000.00	Jade Butler	KLJ Engineering	TBD			
16PK12	SCOPE OF WORK		COMMENTS			1-Dec-16	Eng Notice to Proceed	
	Improve the beautification of 2 areas. These areas to include Burma and Westover Intersection and the I-90 and 4-J intersection. This will include the addition of new infrastructure to support landscaping, irrigation and lighting that will be added to enhance these areas.		Project to start construction during the 2016 construction season. A kick-off meeting was held on January 6th 2016. The Design Engineer is currently working on the design and is at the 75% completion level.			15-Mar-16	Final Drawing 100%	
						1-Jun-16	Council Award	
							Notice to Proceed	
							Final Completion	
						Council Acceptance		
PROJECT NAME		BUDGET	PROJECT MANAGER	Engineer	Contractor	PROPOSED DATES	MILESTONE	Actual DATES
Donkey Creek Festival Improvements		\$ 200,000.00	Jade Butler	In House				
16EN28	SCOPE OF WORK		Comments				Eng Notice to Proceed	
	Improvements to the Donkey Creek Festival located at the Gillette College. Improvements to include new retaining wall, a new concrete stage as well as electrical improvements and possible drainage improvements to the area.		Project to be funded by grants. Project to be completed before 2016 Donkey Creek Festival. Project currently in the design phase. Project is currently at the 90 % phase for design and will be being submitted for a grant in April, 2016.				Final Drawing 100%	
							Council Award	
							Notice to Proceed	
						Before July 2015	Final Completion	
						Council Acceptance		
PROJECT NAME		BUDGET	PROJECT MANAGER	Engineer	Contractor	PROPOSED DATES	MILESTONE	Actual DATES
PMS 2016 Schedule C		\$ 800,000.00	Jade Butler	CEI Engineering	TBD			
16EN12	SCOPE OF WORK		Comments			7-Oct-15	Eng Notice to Proceed	
	Engineering firm to assess conditions and design improvements and repairs for four distinct areas. Areas to include 1. 4th street(4-J to Richards) 2. 6th st ( west of Warren to Gillette Ave.) 3. 4th St.- (Gillette Ave to Emerson) 4. 5th St. (Gillette Ave to Brooks)		Project has been narrowed down to just repair and replacement on 4th street -4-J to Richards and Gillette Ave to Emerson. Design firm is currently at the 90% design of the project.			15-Mar-16	Final Drawing 100%	
							Council Award	
							Notice to Proceed	
						15-Oct-16	Final Completion	
						Council Acceptance		

DEPARTMENT OF ENGINEERING - Project Status Report

2/4/2016 8:38

Project Manager - Dustin Hamilton, P.E.

3/7/2016

PROJECT NUMBER	YES House Girls Residential Treatment Facility	Contract \$	DESIGNER	CMAR	DATES	MILESTONE	ACTUAL DATES
		TBD	Noel Griffith Jr. & Assoc. Architects	TBD			
14EN22	SCOPE OF WORK		COMMENTS				
	Design and Construction of YES House Girls Residential Treatment Facility. Approximately 10,000+ square foot structure located on north side of the YES House Campus.		The installation of the foundation drain system on the THCOH is complete. The final surfacing restoration/repairs will be completed in the spring once the frost is out of the ground and the hot plant re-opens.		Spring 2014	Design	
					May/June 2014	GMP Approval	
					July 2014	Constuction Start	
PROJECT NUMBER	Gillette Aquatic Park Design	Contract \$	DESIGNER		DATES	MILESTONE	ACTUAL DATES
		TBD	AT Architecture				
15EN13	SCOPE OF WORK		COMMENTS				
	Preliminary/Conceptual Design/Site Selection of Outdoor Aquatic Park.		The design development phase of the aquatic and ancillary components of the project is complete and the design team has moved into the construction documents phase. It is expected the construction documents will be complete in the April/May timeframe		Winter/Spring 2014	Preliminary Design	
					2015/16	Final Design	

Project Manager - Bonnie Hochhalter

PROJECT NUMBER	PROJECT NAME	BUDGET	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES		
15EN25	Pathway Repairs 2015	\$300,000.00	In-House	SIMON CONTRACTORS					
	SCOPE OF WORK			COMMENTS					
	The designated pathway is on the north side of Westover Road from Skyline to Overdale - approximately 5100 LF.			Project is in design. Rick Eddy is core drilling the existing pathway to determine the thickness of the current asphalt. Preliminary plan set is being drawn and will be ready for review on February 9th. Kurt is reviewing plan set - 2/13/2015. Kurt still has the plan set under review. Kurt returned the reviewed plan set on April 1, comments were addressed and the project is ready for bid. This project has been placed into a winter shut-down until June 2016.					
							9-Feb-15	90% Review	6-Feb-15
							20-Feb-15	100% Plan Set	7-Apr-15
							20-Feb-15	Final Report	7-Apr-15
							6-May-15	Bid Date	6-May-15
							19-May-15	Council Award	19-May-15
						20-Nov-15	Substantial Completion		
						7-Dec-15	Final Completion		
						5-Jan-16	Council Acceptance		
16EN11	PMS 2016 Schedule B	\$1,400,000.00	PCA Engineering, Inc.	TBD					
	SCOPE OF WORK			COMMENTS					
	Sunridge Ave (1490 LF), Paintbrush Dr (740 LF), Columbine Dr (480 LF), Jonquil Lane (500 LF), and minor asphalt patching on Summerfield Lane, Carrington Ave, Huntington, Mountain Shadow, Chancery and Fairway Dr.			Plan set reviewed at 90% and returned to PCA for revisions. Due to budgetary concerns this project has been put on hold until a later date.					
							21-Sep-15	Proposal	21-Sep-15
							6-Oct-15	Council Approval	6-Oct-15
							1-Feb-16	90% Review	6-Jan-16
							16-Mar-16	100% Plan Set	11-Feb-16
							16-Mar-16	Final Report	11-Feb-16
						TBD	Bid Date		
						TBD	Council Award		
						TBD	Substantial Completion		
						TBD	Final Completion		
						TBD	Council Acceptance		
16EN13	Alley PMS 2015	\$500,000.00	Bruce Engineering	TBD					
	SCOPE OF WORK			COMMENTS					
	Portion of the alley from 5th St to 6th St between Gillette Ave and Kendrick Ave (200 LF) including removing and replacing several sewer service Fernco wyes if needed, West 5th St running east from Warren Ave to the end of the alley (200 LF), the alley running from West 5th St to 4th St between Gillette Ave and Warren Ave (320 LF) including repairing the sanitary manhole invert and small length of sewer if needed, and the alley running from 3rd St to 4th St between 4J Rd and Rockpile Blvd (340 LF) including removing and replacing the existing 8" sanitary sewer line.			Plan set in review - 90% review meeting will be held the week of February 8th with Bruce Engineering. The delays on this project have been on the City side determining budget availability.					
							5-Oct-15	Proposal	5-Oct-15
							20-Oct-15	Council Approval	20-Oct-15
							22-Jan-16	90% Review	25-Jan-16
							5-Feb-16	100% Plan Set	23-Feb-16
							5-Feb-16	Final Report	23-Feb-16
						17-Mar-16	Bid Date	24-Mar-16	
						5-Apr-16	Council Award	5-Apr-16	
						TBD	Substantial Completion		
						TBD	Final Completion		
						TBD	Council Acceptance		

DEPARTMENT OF ENGINEERING - Project Status Report

3/9/2016

Project Manager - Todd Merchen, P.E.

PROJECT NUMBER	PROJECT NAME	BUDGET	ENGINEER	CONTRACTOR	DATES	MILESTONES	ACTUAL	
							DATES	
15EN08	Reconstruction of 3rd Street from Gillette Ave. to Kendrick to accommodate downtown special events. Improvements to incorporate Cantenary lighting, public address system, and event electrical circuits		HDR			Design PSA award	10/07/14	
						10/15/14	Design Kickoff Mtg	10/15/14
						Nov-14	Arch Detail review Mtg	12/05/14
						Jan-15	50% Review	01/15/15
						Feb-15	90% Review	05/10/15
						April-15	Bid Opening	06/25/15
						Aug-31-2015	NTP	08/31/15
						11/1/15	Project Substantial Date	11/24/15
							Stop Work 1	11/24/15
							Stop Work 2	01/20/16
						4/18/16	Notice to Resume	
						November-15	Final Completion Date	
16EN10	The Pavement Management System 2016 Schedule A project will include repair and paving of Wyoming Blvd., EZ Street, N. Brooks from Warlow to Railroad, Osborne from Warlow to Longmont, EE. Laramie from Brooks to east end, and Lincoln from Railroad to east end. The project will include replacement of water fittings and valves.	\$ 1,200,000.00	Morrison-Maierle	TBD	10/20/15	Award Design Contract	10/20/2015	
						70% drawings	12/4/2015	
						Advertise	3/4/2016	
						pre-bid	3/10/2016	
					3-22-16	Bid Opening		
					5/2/16	Construction		
					8/11/16	Substantial Comp		
16EN20	The installation of a public restroom facility (approximately 400 sf, heated) at the corner of 3rd Street and Kendrick as well as the reconstruction the parking lot along the south side of the 3rd Street Plaza.	\$ 550,000.00	HDR	TBD		3-3-16	RestRoom Structure Advertise	4/3/2016
						3-11-16	50% Parking Desing	
						RR Prebid		
						RR Bid Opening		
16EN21	Paver Pavement Management Software Implementation would involve retaining a consultant to set up the software, perform the initial	\$ 100,000.00	TBD					
						Counsel Award	3/2/2016	

Project Manager - Todd Merchen, P.E.

	Pavement Condition Index Surveys, provide reports and pavement management plans, as well as provide training to City of Gillette personnel.		firms. These include to firms that have local offices and 3 regionally represented firms. The 3 regional firms specialize in pavement management. The two locally represented firms are primarily Civil firms who also include pavement management in their scope of services. Pertan Group has been chosen to impliment the PAVER program. We are currently negotiating the scope to stay within the proposed budget. Scheduling a Kick off meeting for the week of March 11, 2016		Mar-16	Retain Consultant	3/7/2016
					9/1/16	Receive First Analysis	
PROJECT NUMBER	PROJECT NAME	BUDGET	ENGINEER	CONTRACTOR	DATES	MILESTONES	ACTUAL DATES
	Westover Slope Erosion	finded by AML	RESpec				
16EN30	The erosion of the exposed slope along Westover Road east of Oregon Street will be stabilized by the Abandoned Mine Lands Program. Funding will be all AML funds. The slope was a previous AML mine reclamation project of The Vines-Campbell Mine. A portion of the reclamation has become unstable and is eroding on to the Westover Road surface resulting in high maintenance in the spring of the year. AML has retained RESpec of Cheyenne, Wyoming to design stabilization methods for the slope.		RESpec anticipates construction the summer of 2016. RESpec has received authorization from the AML to proceed with the design of the project. The City has received a copy of the preliminary plans for the remediation of the slope. City Engineering is in contact with RESpec to assist in the advancement of the project.				

DEPARTMENT OF ENGINEERING - Project Status Report

3/8/2016

Project Manager - Josh Richardson

PROJECT NUMBER	Boxelder Extension Phase III	BUDGET	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES
		TBD	DOWL-HKM	Earth Works			
15EN06	SCOPE OF WORK		COMMENTS		4-Aug-15	Council Award	18-Aug-15
	To develop an extension to Boxelder Road from Burma Avenue to Skyline Drive (Highway 50). Includes utilities and new pavement.		The project was awarded to Earth Works at \$2,640,972.04. Major earth moving is complete. Electrical in the roadway is complete and 3" of the roadbase was placed and compacted. This may need to be removed and subgrade repaired after the winter. Project is presently under a winter shutdown.		8-Sep-15	Construction Start	8-Sep-15
					24-Jun-16	Substantial Completion	
					18-Jul-16	Final Competition	
					02-Aug-16	Council Acceptance	
PROJECT NUMBER	Boxelder Road Enhancements-Emerson to 59	BUDGET \$ 724,000.00	ENGINEER PCA Engineers	CONTRACTOR TBD	PROPOSED DATES	MILESTONE	ACTUAL DATES
16EN16	SCOPE OF WORK		COMMENTS		20-Oct-15	Council Award	20-Oct-15
	Widen roadway and gentle the S curve on Boxelder Road. Project includes a permanent traffic signal at the K-Mart exit. (Budget includes ROW acquisition and design for 4-J to Emerson)		PCA has been selected as design engineers on the project for \$125,192.00. Construction timing to be determined during budgetary review in 2016. Design is progressing.			Construction Start	
						Substantial Completion	
						Final Competition	
PROJECT NUMBER	Boxelder Extension Phase 2-B	BUDGET \$ 3,391,121.59	ENGINEER Dowl-HKM	CONTRACTOR MVB	PROPOSED DATES	MILESTONE	ACTUAL DATES
12EN29	SCOPE OF WORK		COMMENTS		7-Jan-13	Council Award	19-Feb-13
	To perform the reconstruction of Boxelder from west of the Detention Center to 4-J including the signals at 4-J and perform landscaping improvements along roadway and in Cottonwood Park and the 4-J Substation area.		Construction by Mountain View Building, Inc. for \$2,888,800. Final Completion has been reached. A final walk though list has been given to the contractor and they plan on performing this spring.		27-Mar-13	Construction Start	29-Mar-13
					27-Sep-13	Substantial Completion	28-Apr-14
					4-Nov-13	Final Competition	2-Sep-14
						Council Acceptance	20-Jan-15
PROJECT NUMBER	Potter Quiet Zone	BUDGET \$ 670,000.00	ENGINEER KLJ & BNSF	CONTRACTOR S & S Builders	PROPOSED DATES	MILESTONE	ACTUAL DATES
14EN37	SCOPE OF WORK		COMMENTS		1-Sep-15	Council Award	1-Sep-15
	Project is to expand the City's Quiet Zone to include the last City Crossing at Potter Ave.		BNSF has estimated their cost at \$ 259,392. Project was awarded to S & S Builders 9/1/15 for \$227,328.00. All work is complete. Paperwork is being completed to silence the train horns and should happen mid-April.		21-Sep-15	Construction Start	21-Sep-15
					16-Oct-15	Substantial Completion	22-Oct-15
					30-Oct-15	Final Competition	8-Mar-16
PROJECT NUMBER	Christinck Storm Sewer	BUDGET \$ 40,000.00	ENGINEER CITY	CONTRACTOR DRM	PROPOSED DATES	MILESTONE	ACTUAL DATES
15EN14	SCOPE OF WORK		COMMENTS			Award	10-Apr-15
	The project is install a Storm Sewer at the west end of Christinck to handle flooding that has been occurring in the area.		DRM was awarded this Quote Project at \$32,102.74. All work is complete but seed has not germinated yet.			Construction Start	7-May-15
					6-Jul-15	Substantial Completion	15-Jul-15
					6-Jul-15	Final Competition	15-Jul-15

PROJECT NUMBER	BOXELDER RD / K MART TEMP. TRAFFIC SIGNAL	BUDGET \$ 100,000.00	ENGINEER City	CONTRACTOR N/A	PROPOSED DATES	MILESTONE	ACTUAL DATES
16EN17	SCOPE OF WORK		COMMENTS		8-Mar-16	Award	
	Provide a temporary traffic signal for the K-Mart exit.		Bid was denied by Council. Staff is preparing to perform all work in house. This should be completed in April.		4-Apr-16	Construction Start	
					29-Apr-16	Substantial Completion	
					13-May-16	Final Competition	
PROJECT NUMBER	School Zone Crossings	BUDGET \$ 250,000.00	ENGINEER City	CONTRACTOR PRC	PROPOSED DATES	MILESTONE	ACTUAL DATES
14EN03	SCOPE OF WORK		COMMENTS		1-Dec-13	Grant Approval and Design	
	Install improvements to school crossings as noted in Safe Routes to School Travel Plan. Name has been changed from SRTS Implementation Phase 1 to School Zone Crossings.		PRC was awarded the contract at \$250,538.50. Budget was increased by paying for some of the sidewalk along Gurley using Bike and Walking 1% monies. All construction is complete. WYDOT is preparing the final documents to close out the project.			Council Award	21-Apr-15
					16-Jun-15	Construction Start	13-Jul-15
					10-Sep-15	Substantial Completion	28-Sep-15
PROJECT NUMBER	PMS 2014 Schedule B	BUDGET \$ 900,000.00	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES
			PCA Engineering	Simon			
14EN09	SCOPE OF WORK		COMMENTS		16-Sep-14	Council Award	15-Apr-14
	Pavement and Street Repairs for 7th and 9th Street between 4-J and Gillette Avenue, 3rd Street between Burma Avenue and Wagensen Avenue, Wagensen Avenue, Medical Arts Court and Butcher Court.		Simon Contractors (\$1,083,231.50). Final Completion has been reached. Final warranty inspection has taken place and waiting for the contractor to complete corrections.		19-May-14	Construction Start	19-May-14
					2-Sep-14	Substantial Completion	29-Aug-14
					6-Oct-14	Final Competition	2-Dec-14
PROJECT NUMBER	Westover Road Improvements	BUDGET \$ 2,100,000.00	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES
			PCA Engineering	PRC			
15EN07	SCOPE OF WORK		COMMENTS		19-May-15	Council Award	19-May-15
	Pavement, Curb and Gutter Repair for Westover Road between Burma Avenue and Skyline Road (Highway 50) including needed Utility and Electrical relocations as necessary.		PRC was awarded the contract for \$ 1,311,564.50. Construction is complete and has Council Acceptance.		14-Jul-15	Construction Start	30-Jun-15
					4-Nov-15	Substantial Completion	19-Nov-15
					19-Nov-15	Final Competition	11-Dec-15
PROJECT NUMBER	School Zone Crossings - Phase 2	BUDGET \$ 167,300.00	ENGINEER	CONTRACTOR	PROPOSED DATES	MILESTONE	ACTUAL DATES
			City	TBD			
15EN27	SCOPE OF WORK		COMMENTS		5-Apr-16	Council Award	
	Install improvements to school crossings as noted in Safe Routes to School Travel Plan. This project includes school neck down and crossing improvements to various locations within the City.		A WYDOT grant will provide \$133,840 of the \$167,300 allocated to the project. Bids were received and were higher than expected. Staff has asked Council to reject all bids. The project is being redesigned to reduce the cost.		25-May-16	Construction Start	
					18-Aug-16	Substantial Completion	
					1-Sep-16	Final Competition	







# CITY OF GILLETTE

Public Works  
P.O. Box 3003 • Gillette, Wyoming 82717-3003  
Phone (307) 686-5320  
www.gillettewy.gov

**TO:** J. Carter Napier, City Administrator  
**FROM:** Sawley Wilde, Public Works Director *SW*  
**DATE:** March 10, 2016  
**RE:** Junior Football Association Request

The Jr. Football Association, through Chris Rohde, has contacted me in reference to proposing some upgrades to the football fields at Dalbey Park. They would like to pour a concrete pad and replace the two existing building that they own, with two new ones. They believe this will dress up the area and make the facilities much more functional. Below is their plan and proposal of what they would like to do, as well as photos (attached) they have submitted to Public Works.

The following items would be entailed in the scope of our proposed improvements:

1. Remove both our existing concession stand and our field equipment shed.
2. Pour approximately 25' by 35' concrete slab. Will significantly improve dead grass area cosmetically as well as provide level pad for buildings.
3. Set new concessions building as shown in drawing.
4. Set field equipment shed in new location as shown in drawing.
5. Apply fresh coat of paint to exterior of both new concession stand and old field equipment shed. Colors per City's recommendation.
6. Install 6' vinyl privacy fence around electrical equipment for both cosmetics as well as safety.

Let me know if this information is sufficient and if you have any questions or would like it organized or presented differently.

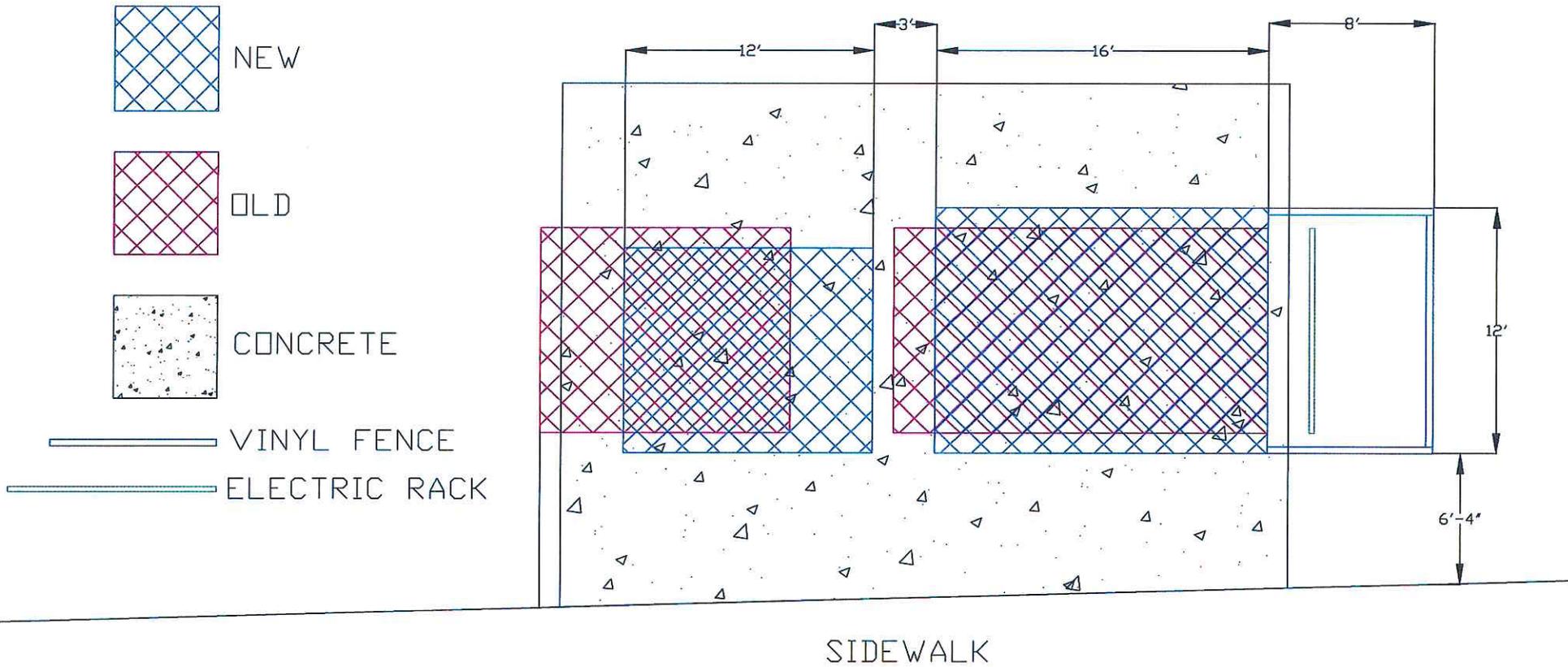
Thanks again.  
CR

The Junior Football Association is not asking for any money or assistance from the City, just the permission to go ahead and make the improvements. I agree with their assessment that the improvements would dress up the area and be more functional for their use, and I recommend we allow them to proceed without financial assistance from the City.

Please let me know if you would like further information or would like Chris to come before the City Council with the request.

Please let me know if you would like any further information.

SW/kk















### CAMP SPONSORS

PLUMBER	PAINTER	IRONWORK
Bill's Plumbing	Jack's Painting	Iron Works
Mike's Plumbing	Bob's Painting	Iron Works
John's Plumbing	Tom's Painting	Iron Works
Steve's Plumbing	Chris's Painting	Iron Works
David's Plumbing	Mark's Painting	Iron Works
Robert's Plumbing	John's Painting	Iron Works
Michael's Plumbing	David's Painting	Iron Works
William's Plumbing	James's Painting	Iron Works
Richard's Plumbing	Robert's Painting	Iron Works
Joseph's Plumbing	Michael's Painting	Iron Works
Thomas's Plumbing	William's Painting	Iron Works
Charles's Plumbing	Richard's Painting	Iron Works
Christopher's Plumbing	Joseph's Painting	Iron Works
Daniel's Plumbing	Thomas's Painting	Iron Works
Matthew's Plumbing	Charles's Painting	Iron Works
Anthony's Plumbing	Christopher's Painting	Iron Works
Donald's Plumbing	Daniel's Painting	Iron Works
Steven's Plumbing	Matthew's Painting	Iron Works
Timothy's Plumbing	Anthony's Painting	Iron Works
Eric's Plumbing	Donald's Painting	Iron Works
Robert's Plumbing	Steven's Painting	Iron Works
Kevin's Plumbing	Timothy's Painting	Iron Works
Nathan's Plumbing	Eric's Painting	Iron Works
Gregory's Plumbing	Robert's Painting	Iron Works
Brian's Plumbing	Kevin's Painting	Iron Works
Jeffrey's Plumbing	Nathan's Painting	Iron Works
Andrew's Plumbing	Gregory's Painting	Iron Works
Benjamin's Plumbing	Brian's Painting	Iron Works
Samuel's Plumbing	Jeffrey's Painting	Iron Works
Gregory's Plumbing	Andrew's Painting	Iron Works
Benjamin's Plumbing	Benjamin's Painting	Iron Works
Samuel's Plumbing	Samuel's Painting	Iron Works
Gregory's Plumbing	Gregory's Painting	Iron Works
Benjamin's Plumbing	Benjamin's Painting	Iron Works
Samuel's Plumbing	Samuel's Painting	Iron Works
Gregory's Plumbing	Gregory's Painting	Iron Works

### Campbell County Junior Football Official Rules

1. All players must wear their team colors and number.

2. No roughing of the quarterback.

3. No intentional fouls.

4. No unsportsmanlike conduct.

5. No use of profanity.

6. No use of obscene gestures.

7. No use of excessive force.

8. No use of weapons.

9. No use of illegal substances.

10. No use of illegal tactics.

11. No use of illegal equipment.

12. No use of illegal substitutions.

13. No use of illegal timeouts.

14. No use of illegal challenges.

15. No use of illegal protests.

16. No use of illegal appeals.

17. No use of illegal arguments.

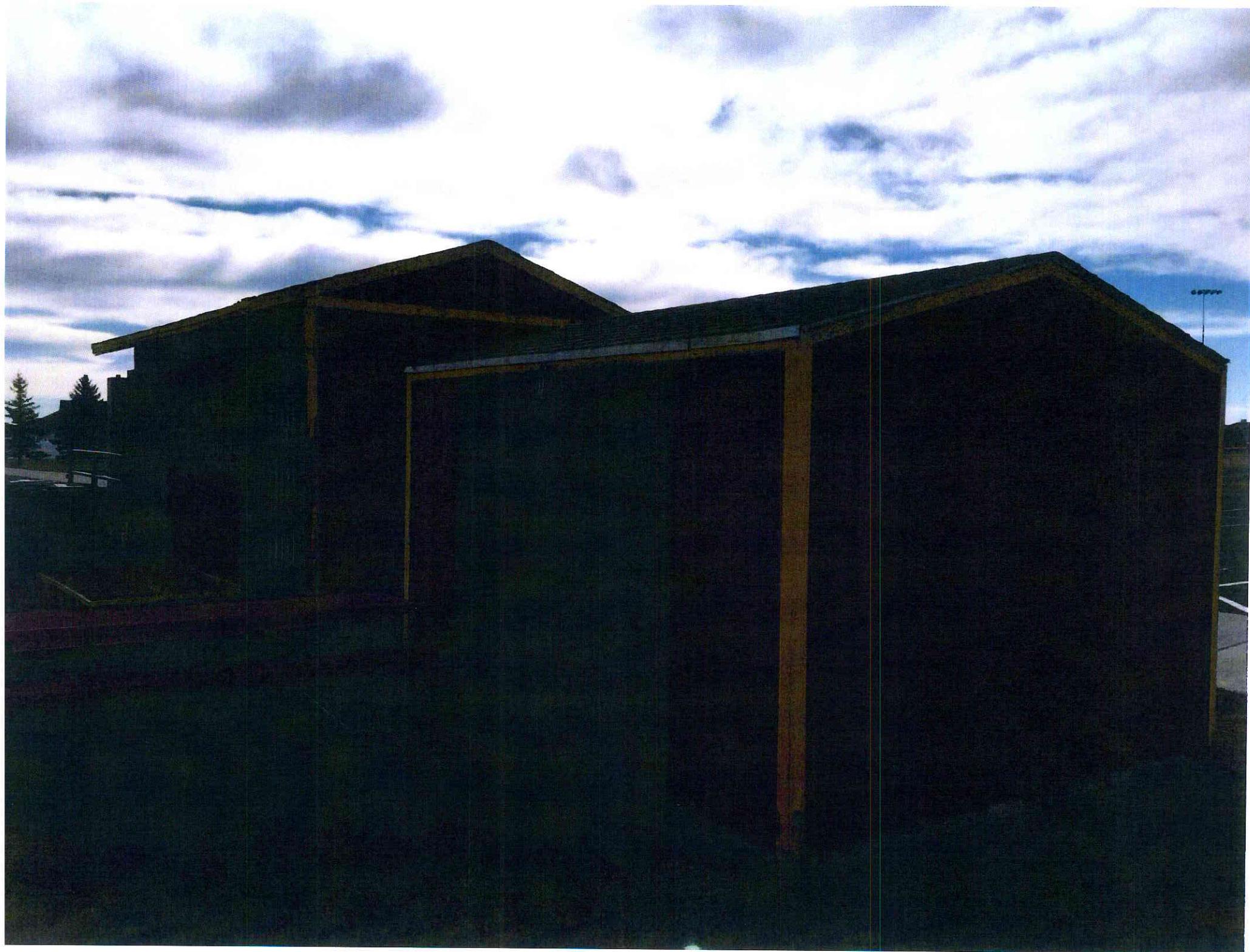
18. No use of illegal complaints.

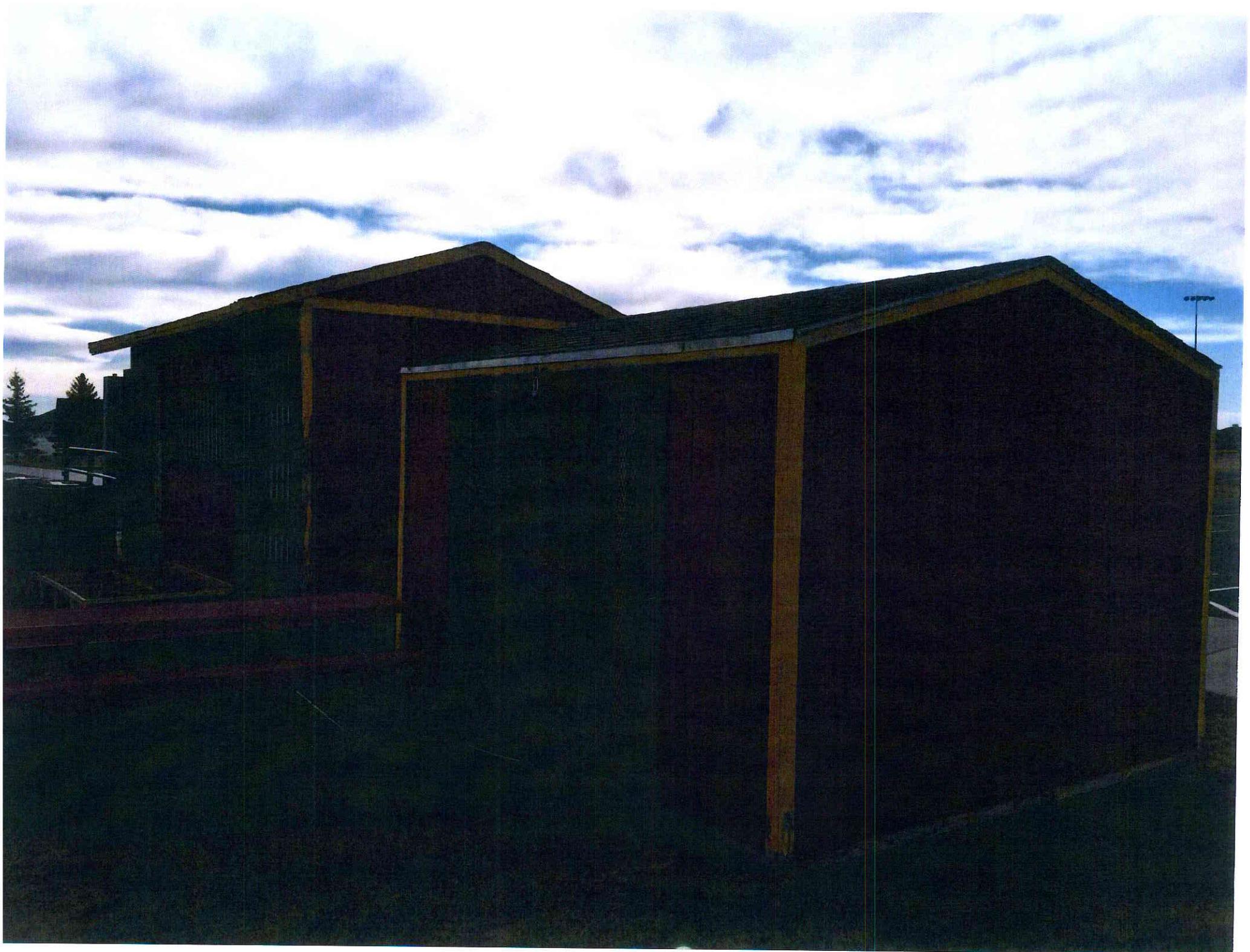
19. No use of illegal excuses.

20. No use of illegal excuses.

White plastic bag or signpost

Green metal structure with two water fountains and a utility box.







**Camden County Junior Football**  
**Official Rules**

1. The game will be played on a field that is at least 100 yards long and 50 yards wide. The field will be marked with yard lines every 5 yards and a 50-yard line in the middle. The end zones will be 10 yards long.

2. The game will be played in two halves of 30 minutes each, with a 10-minute break between halves. The game will start with a kickoff at the 35-yard line.

3. The game will be played with 11 players on each team. The players will be divided into three groups: offense, defense, and special teams.

4. The offense will start with the ball at the 35-yard line. They will have four downs to advance the ball 10 yards. If they fail to do so, the defense will take over.

5. The defense will try to stop the offense from advancing the ball. They will use various strategies, such as blitzing and tackling.

6. The game will be played with a clock that runs during the game. The clock will stop during timeouts and when the ball is out of play.

7. The game will be played with a referee who will enforce the rules. The referee will have the authority to stop the game if a foul is committed.

8. The game will be played with a time limit of 60 minutes. The game will end when the time runs out.

9. The game will be played with a score that is kept by the referee. The team with the most points at the end of the game will be the winner.

10. The game will be played with a spirit of sportsmanship. All players and spectators should follow the rules and respect the officials.

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**Campbell County Junior Football  
Official Rules**

1. The purpose of these rules is to provide a fair and equitable playing environment for all participants in the Campbell County Junior Football League. These rules shall be read and understood by all participants before the start of any game.

2. The rules of the game shall be the NFHS (National Federation of State High School Associations) rules, with the following modifications:

3. The game shall be played on a field that is at least 100 yards long and 50 yards wide. The field shall be marked with yard lines every 5 yards.

4. The game shall be played for a total of 48 minutes, divided into four 12-minute quarters. There shall be a 2-minute break between quarters and a 10-minute break at the end of the third quarter.

5. The game shall be officiated by a referee and two line judges. The referee shall be responsible for enforcing the rules and keeping the game clock.

6. The game shall be played on a field that is at least 100 yards long and 50 yards wide. The field shall be marked with yard lines every 5 yards.

7. The game shall be played for a total of 48 minutes, divided into four 12-minute quarters. There shall be a 2-minute break between quarters and a 10-minute break at the end of the third quarter.

8. The game shall be officiated by a referee and two line judges. The referee shall be responsible for enforcing the rules and keeping the game clock.



# United States Department of the Interior



OFFICE OF SURFACE MINING  
RECLAMATION AND ENFORCEMENT  
Western Region  
1999 Broadway St., Suite 3320  
Denver, CO 80202-3050

March 7, 2016

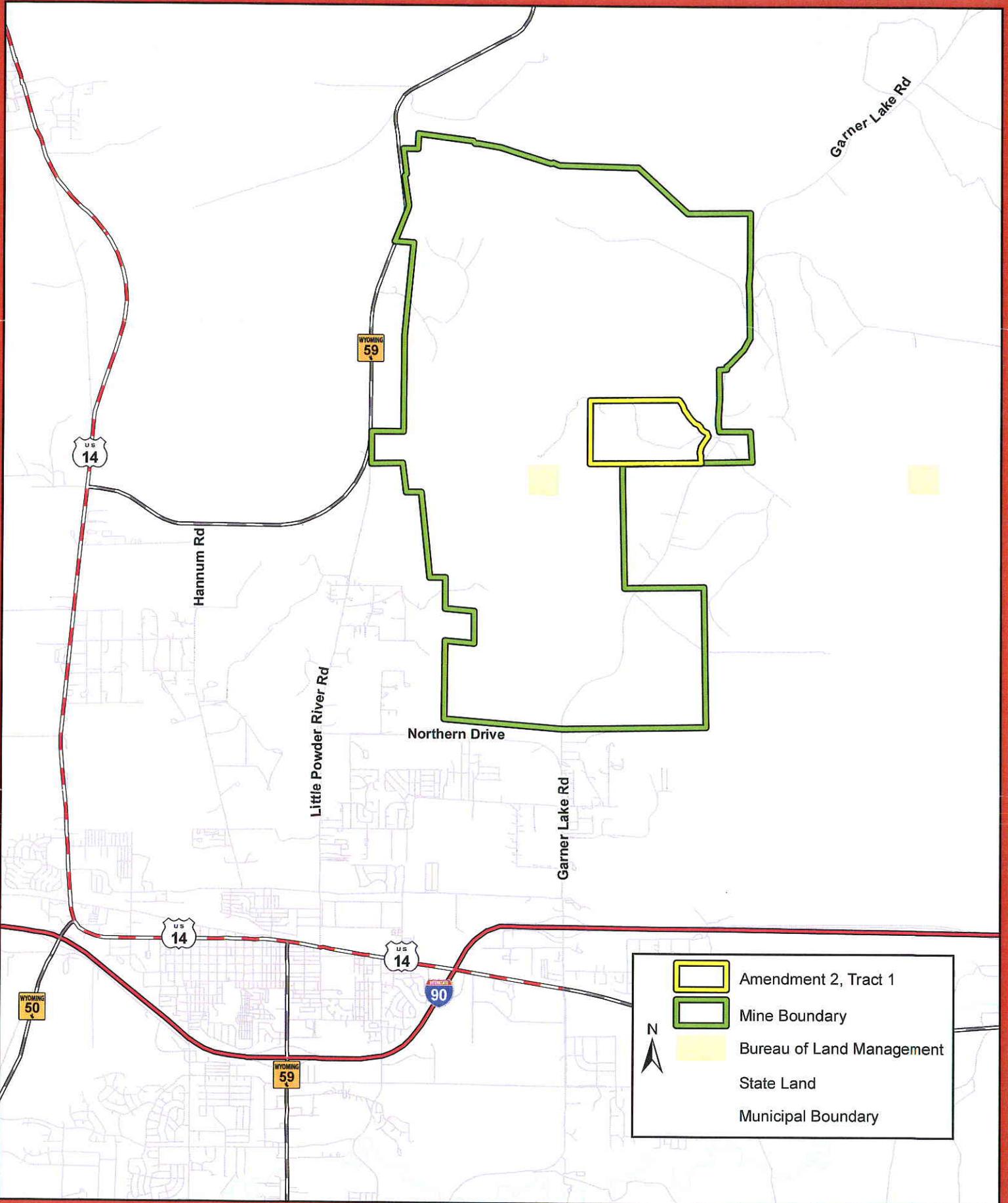
Dear Stakeholders and Interested Parties,

The U.S. Department of the Interior (DOI), Office of Surface Mining Reclamation and Enforcement (OSMRE), Western Region Office, will prepare an environmental assessment (EA) for the Dry Fork Mine (DFM) mining plan modification for federal coal leases W-0271200 and W-0271201 (the Project). On June 2, 1989, in accordance with the Mineral Leasing Act of 1920 (MLA), the operator of the DFM, Dry Fork Coal Co. (currently Western Fuels Wyoming) received federal mining plan approval from the Assistant Secretary of Lands and Mineral Management (ASLM) to mine portions of federal coal leases W-0271200 and W-0271201 at the DFM, in accordance with the approved surface coal mining Permit No. 599 issued by the state regulatory authority; the Wyoming Department of Environmental, Land Quality Division (WDEQ-LQD). The DFM also has approval from WDEQ-LQD and the ASLM to mine federal coal lease W-5035 and portions of federal coal leases W-0271199 and W-0311810. On August 19, 2013, in accordance with its responsibilities under the federal Surface Mining Control and Reclamation Act of 1977, the WDEQ-LQD approved Amendment 2 (A2) for surface coal mining Permit No. 599, including the mining of portions of federal coal leases W-0271200 and W-0271201, not previously approved by the ASLM. In accordance with MLA, The ASLM must approve the mining plan modification for federal coal leases W-0271200 and W-0271201 before mining of the federal coal can occur.

OSMRE is preparing this EA to evaluate the environmental impacts resulting from the Project, pursuant to the requirements of the National Environmental Policy Act of 1969 (NEPA). The DFM is located approximately 4.5 miles north of Gillette, Wyoming. The total amount of federal coal authorized for removal at the DFM is approximately 255.1 million tons (mt) and an estimated 126.8 mt of coal remains to be mined. A2 proposes to add zero federal surface acres, approximately 268.0 federal coal acres and 33.4 mt of federal coal to the approved federal mining plan. The DFM conducts open pit surface coal mine using conventional truck and loader methods. The average production rate at the DFM is approximately 6 million tons per year (mtpy) and the maximum production rate is 15 mtpy. A2 would not change the average production rate or the maximum production rate for the life of the mining operation. This mining plan modification would extend the life of the mine by approximately 5.6 years, concluding in 2042.

The EA will disclose the potential for direct, indirect, and cumulative impacts to the environment from the Project. Through the EA, OSMRE will determine whether or not there are significant environmental impacts. If a finding of no significant impact is reached, the OSMRE Director will make a

# Dry Fork Mine Amendment 2 Tract 1 Mining Plan Modification Environmental Assessment



## LEGISLATIVE WRAP UP

# SAVE THE DATE

**MARCH 15, 2016**

Campbell County Senior Center

Doors open at 6:00 a.m.

Breakfast begins at 6:30 a.m.

Program begins at 7:00 a.m.

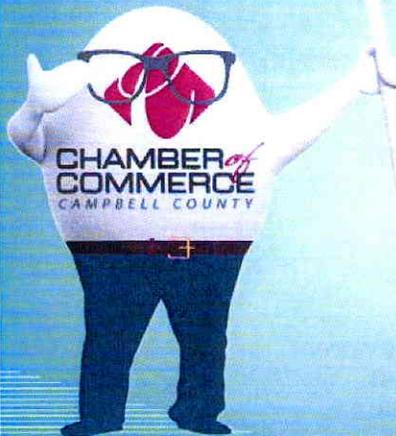
**Cost:**

General Admission- \$35 per person

Chamber Members receive a \$10 per person discount

Table of 6 - \$210 each.

Chamber Members receive a \$60 per table discount



RSVP to [gaill@gillettechamber.com](mailto:gaill@gillettechamber.com) or call (307) 682-3673

## LEGISLATIVE WRAP UP

### BACON SPONSOR

As a \$1000 bacon sponsor, your business receives:

- Reserved table of six (6)
- Company logo included in all promotional materials and program
- Vocal and visual acknowledgement at event
- Opportunity to lead pledge or give invocation at beginning of program

### EGG SPONSOR

As a \$500 Egg sponsor, your business receives:

- Two (2) tickets to the event
- Mention in all promotional materials and program
- Vocal and visual acknowledgement at event



*Our Mission: To stimulate and facilitate a diverse economy through business retention, expansion and recruitment*

The logo for Energy CAPITAL features a stylized 'E' composed of three horizontal bars that curve upwards at their right ends, resembling a flame or a wing. To the right of this symbol, the word 'Energy' is written in a large, bold, sans-serif font, and the word 'CAPITAL' is written below it in a smaller, all-caps, bold, sans-serif font.

**Economic Development**

Visit Our Website

The graphic features the word 'Refining' in a large, elegant, cursive script font. Below it, the words 'OUR ECONOMIC ADVANCEMENT' are written in a bold, all-caps, sans-serif font. The entire text is centered and flanked on both sides by vertical columns of seven stylized, upward-pointing chevrons, similar to the 'E' symbol in the logo above.

## Keynote Speakers Announced

Refining Our Economic Advancement is the focus of this year's Annual Event. We're happy to announce the keynote speakers for the event will discuss the ground-breaking and exciting new project, The Integrated Testing Center, the XPRIZE and the important impact this will have to our future economy.

Speakers include:



**Jason Begger**, Wyoming Infrastructure Authority Executive Director. Mr. Begger grew up on a family ranch in eastern Montana. After graduating from college, he moved to Washington, DC. There he worked for two members of Montana's congressional delegation, staffing the 2002 Farm Bill debate and later the Energy and Water Appropriations Subcommittee, focusing on Bureau of Reclamation water projects and Department of Energy Office of Fossil Energy funding. In 2006, Jason accepted a position with the Petroleum Association of Wyoming, later becoming the Manager of Government affairs for Rio Tinto Energy America, which became Cloud Peak Energy in 2009. He started as the Executive Director of the Wyoming Infrastructure Authority in July 2015. Jason has a BA in History from Montana State University - Billings and a Master of Business Administration from the University of Denver



**Tom Stalcup**, Plant Manager of Dry Fork Station. This 420 MW coal fire power plant is owned by Basin Electric Power Cooperative & Wyoming Municipal Power Agency.

Mr. Stalcup has extensive experience in administration, planning, organizing, construction and start up commissioning of power generating plants. Prior to being named Plant Manager, Mr. Stalcup was the construction manager of the Dry Fork Station. As the construction manager he was responsible for safety, organizing and managing the construction of the plant.

Mr. Stalcup has 32 years of experience in the electric utility industry, having held various power plant positions at Black Hills Power & Light prior to going to work for Basin Electric in 2006. In 2014 Mr. Stalcup represented Basin Electric Power Cooperative on Governor Mead's Integrated Testing Center (ITC) task force. He holds a Bachelor's degree in mechanical engineering from the South Dakota School of Mines & Technology in Rapid City, SD. He is also a graduate of the Gillette Area Leadership Institute.

We hope you can join us on Thursday, April 7th for a catered dinner from [The Prime Rib Restaurant](#) at the [Gillette College Technical Education Center](#) from 5:30 p.m. until 8:00 p.m. Ticket cost is \$45 per person. Please RSVP by March 29th.

To RSVP or for more information, contact Mary Melaragno at [mary@EnergyCapitalED.com](mailto:mary@EnergyCapitalED.com) or by calling 307-686-2603

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Energy Capital Economic Development, P.O. Box 3948,  
2001 West Lakeway Road, Suite C, Gillette, WY 82718

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Saturday, March 12, 2016 - 8 AM

Location: Gillette City Hall – 3<sup>rd</sup> Floor Conference Room

Facilitated by: Mayor Louise Carter-King

- I. Welcome and Introductions
- II. Warm-Up Items
- III. Guests & Topics:
  - Hiring Wyoming Graduates for Local Teachers - Dr. Ray Reutzel, & Tyler Spear with UW College of Education
  - Update on Legislative Session – Shelley Simonton, WAM Executive Director and Scott Badley, Legislative Manager
- IV. NEW BUSINESS
  - Approval of February 25, 2016 Minutes (attached)
  - Approval of Lobbyist for Congressional Tour (contracts attached)
  - Congressional Tour:
    - Financials – Balance \$51,125.53
    - Budgets
    - Congressional Tour Dates – August 15-18, 2016
    - Routes
    - Tour Speakers
- V. Future NEWY Agenda Topics & Guest
  - Ideas and Suggestions
    - WYDOT Signs on State Property – Mark Gillette
    - Gregg C. Fredrick, P.D. Chief Engineer for Wyoming Department of Transportation
- VI. Upcoming Events:
  - June 8-11: 2016 WAM Convention, Cody
  - Wyoming Governors' Association Staff Advisory Council Field Trip – Sat. June 11, 2016
- VII. Next NEWY Meeting Date
  - April 23
- VIII. Adjourn



Angela Williams <angelaw@gillettewy.gov>

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## Fwd: Colby Streeter

1 message

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Jim Hloucal <jimh@gillettewy.gov>  
To: Angela Williams <angelaw@gillettewy.gov>

Fri, Mar 11, 2016 at 10:37 AM

Below is an e-mail for the G.I. packet.

Thanks,  
Jim

----- Forwarded message -----

From: **Darci Phillips** <dphillips@sheridancounty.com>

Date: Fri, Mar 11, 2016 at 9:40 AM

Subject: Colby Streeter

To: [alex@gillettewy.gov](mailto:alex@gillettewy.gov)

Cc: [jimh@gillettewy.gov](mailto:jimh@gillettewy.gov)

Hi Detective Rozier:

My name is Darci Phillips and I am a prosecutor for Sheridan County. I was responsible for prosecuting Colby Streeter; you may remember doing his polygraph examination and interview back in May, 2015. Yesterday Mr. Streeter was sentenced to 20-40 years in prison for the acts he perpetrated on his two minor step-daughters (2 counts of Sexual Abuse of a Minor in the 2<sup>nd</sup> Degree). He hired a private defense attorney and called an expert to testify on his behalf. He truly believed he would get a probationary sentence.

In preparation for the sentencing hearing I watched your interview for the 2<sup>nd</sup> time. You are the reason I was able to prosecute that case. I want express sincere gratitude for your persistence and patience in the 5 ½ hour long interview you conducted. Many people would have quit long before that confession, but you stuck it out. Your level of dedication, for an *outside* agency, is remarkable. Thank you. I can tell you that the weight of the world has been lifted off these victims (now 12 and 13). If they could personally thank you, I'm sure they would.

All the best,

Darci Phillips

Deputy County & Prosecuting Attorney

(307) 674-2580

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Jim Hloucal  
Chief Of Police  
Gillette Police Department