



# 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 *JCN*  
**RE:** General Information  
**DATE:** July 15, 2016

The following meetings are scheduled for the week of **July 16th – July 22nd:**

### **Tuesday, July 19<sup>th</sup>**

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

- Northeast Wyoming Growth Alliance Memorandum of Understanding Discussion
- City Employee Handbook Discussion – Human Resources Director Aguirre
- Sweat Lodge Discussion – Kelly Stone
- 2016 2<sup>nd</sup> Quarter Updates
  - CCJP Fire Board
  - Energy Capital Economic Development
  - Gillette Main Street
- Review July 19<sup>th</sup> Agenda
- Executive Session
- City Hall – 3<sup>rd</sup> Floor Conference Room
- Dinner Served at 5:30 p.m.

#### **7:00 p.m. City Council Meeting** City Hall – Council Chambers

1. Attached please find **information** requested by **Councilman McGrath** regarding **Kluver Road Repairs** dated **July 14, 2016** provided by **Development Services Director Hamilton**.
2. Attached please find **Sales/Use Tax Information** provided by **Finance Director Pitlick**.
3. Attached please find the **City of Gillette Development Summary Second Quarter 2016** provided by **Development Services Director Hamilton**.
4. Attached please find **Daily Water Usage Information** provided by **Utilities Director Glover**.
5. Attached please find a **letter** regarding **Thunder Basin High School Proposed Stadium** dated **July 12, 2016** provided by **Melinda Bauman**.
6. Attached please find a **flyer** regarding the **Campbell County vs. City of Gillette Charity Softball Game** on **July 26, 2016** at **6:00 p.m.** at the **Energy Capital Sports Complex**.



# CITY OF GILLETTE

**Pre-Meeting – 6:00 p.m.  
City Hall – 3rd Floor Conference Room  
Tuesday, July 19, 2016  
Dinner Served at 5:30 p.m.**

## **Pre-Meeting Topic(s):**

- Northeast Wyoming Growth Alliance Memorandum of Understanding Discussion
- City Employee Handbook Discussion – Human Resource Director Aguirre
- Sweat Lodge Discussion – Kelly Stone
- 2016 2nd Quarter Updates
  - CCJP Fire Board
  - Energy Capital Economic Development
  - Gillette Main Street
- Review July 19th Agenda
- Executive Session

From: **Dustin Hamilton** <[dustinh@gillettewy.gov](mailto:dustinh@gillettewy.gov)>

Date: Thu, Jul 14, 2016 at 3:37 PM

Subject: Councilman McGrath - Kluver Road Repairs

To: Carter Napier <[CarterN@gillettewy.gov](mailto:CarterN@gillettewy.gov)>, Sawley Wilde <[Sawley@gillettewy.gov](mailto:Sawley@gillettewy.gov)>

Carter/Sawley,

I had a chance to talk with Kurt and my recollection from last year was correct. We attempted to add the transverse crack repairs (cut out and place a membrane and patch) into last year's PMS. The contractor would not add the work to their contract as they were too busy at the time. This spring, the work was quoted out with quotes ranging all over the board. The contractor which likely had adequate resources and expertise to complete the work provided a price of nearly \$58,000. It was about this time (April) when this years PMS projects were being scaled back and it was decided that only the Alley PMS, PMS A, and PMS C would be bid this construction season, so the Quotes for this work were not accepted based upon the pricing and lack of funding. That being said, and since budget time, we have received favorable pricing on the PMS schedules that we did bid/award and if the Council would like to pursue the Kluver repair work, I believe there is project savings in the PMS work that was bid to cover the anticipated costs of the Kluver repair work.

Other than the transverse block cracks, the remainder of the road is in pretty good shape. So, if Council elected to have us pursue this project, the road should then be in good condition for the foreseeable future.

Dustin

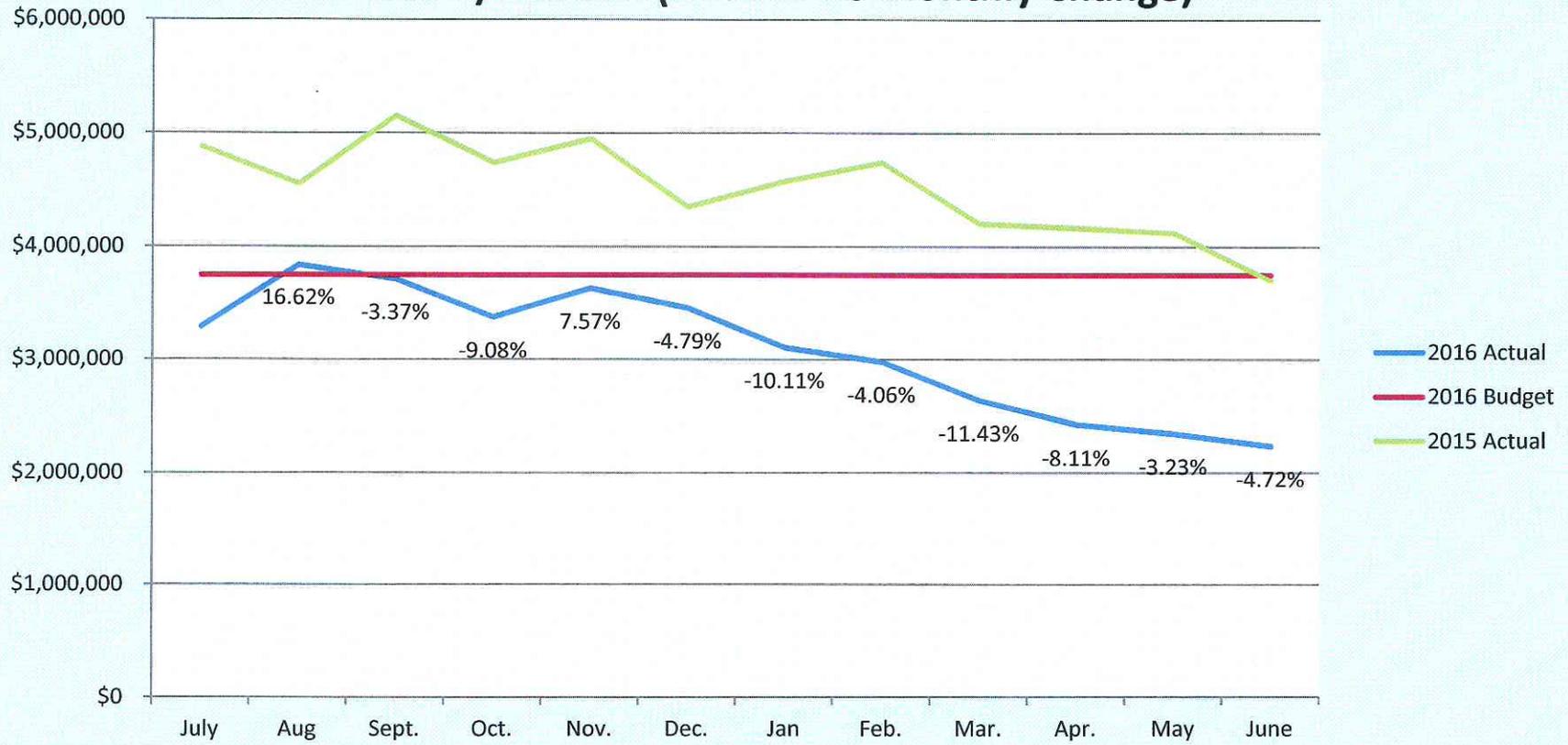
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Dustin Hamilton, P.E.  
Development Services Director  
City of Gillette, Wyoming

Phone: 307-686-5265

My email has changed to [dustinh@gillettewy.gov](mailto:dustinh@gillettewy.gov)

### SALES/USE TAX (With FY 16 Monthly Change)



#### YEAR TO DATE SALES TAX RECEIPTS (July-June):

FY 2014	FY 2015	FY 2016
\$49,093,341	\$54,129,257	\$37,012,710



## City of Gillette Development Summary

Second Quarter 2016

April 1 – June 30



New Synergy Dental Clinic at Lakeway & 4-J (Remodel of old Godfather's Pizza)

City of Gillette Planning Division  
201 East 5th Street  
PO Box 3003  
Gillette, WY 82717

307-686-5281

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

[Cityplan@gillettewy.gov](mailto:Cityplan@gillettewy.gov)



New Meyer-Dana Orthodontics Office on Oakcrest, south of Lakeway

### Commercial Project Horizon

Project	Status
Thunder Basin High School (expand CCHS So. Campus)	Under Construction
Stocktrail Elementary School	Under Construction
Ruby Tuesday's Restaurant – Boxelder Road	Construction Complete / CO Issued
Gillette College Pronghorn Center	Under Construction
Gillette College Student Housing	Under Construction
Legacy Living & Rehabilitation Center – Douglas Hwy	Under Construction
LaQuinta Inn Hotel – Boxelder Road	Construction Complete / CO Issued
Orthodontics Clinic – Oakcrest Drive	Construction Complete / TCO Issued
Marriott Residence Inn – Hwy 50 & US 14/16	Construction Complete / CO Issued
New Apartment Complex – Lakeway and Hwy 50	Under Construction
Sportsman's Warehouse – E. Lakeway Road	Under Construction
Gillette College Rodeo & Ag Complex (East Boxelder)	Under Construction
Fire Station No. 3 – Enzi Drive (South Fork Apts.)	Under Construction

#### New Commercial Construction Permits 2016 Year-to-Date and Comparison with Yearly Totals 2011 – 2015

2016 – Year-To-Date Permits: 8	2016 – Year-To-Date Valuation: \$18,401,804
Entire Year – 2015: 29	Valuation: \$78,254,824
Entire Year - 2014: 23	Valuation: \$82,610,443
Entire Year - 2013: 27	Valuation: \$30,643,901
Entire Year - 2012: 30	Valuation: \$23,813,746
Entire Year - 2011: 25	Valuation: \$23,272,779

**Commercial Additions and Alterations  
2016 Year-to-Date and Comparison with Yearly Totals 2011 – 2015**

2016 – Year-To-Date Permits: 27	2016 – Year-To-Date Valuation: \$6,244,810
Entire Year – 2015: 67	Valuation: \$41,655,772
Entire Year – 2014: 90	Valuation: \$24,505,678
Entire Year – 2013: 58	Valuation: \$10,323,461
Entire Year – 2012: 78	Valuation: \$22,591,121
Entire Year – 2011: 66	Valuation: \$14,327,599

\*Does not include Commercial Re-Roof Projects.

**Active Utility Account Comparison  
End of Second Quarter Comparison of Active Utility Accounts by Service Type  
2011 through 2016**

Utility Service Type	End of Second Quarter					
	2011	2012	2013	2014	2015	2016
<b>Electric</b>						
Residential	12,033	12,515	12,635	12,769	12,958	13,085
Commercial	2,188	2,261	2,277	2,294	2,339	2,548
<i>Subtotal</i>	14,221	14,776	14,912	15,063	15,297	15,633
<b>Water</b>						
Residential	8,156	8,333	8,434	8,573	8,797	8,740
Commercial	1,383	1,458	1,482	1,498	1,533	1,662
<i>Subtotal</i>	9,539	9,791	9,916	10,071	10,330	10,402
<b>Sewer</b>						
Residential	9,821	9,850	9,939	10,082	10,314	10,470
Commercial	1,186	1,240	1,252	1,265	1,292	1,310
<i>Subtotal</i>	11,007	11,090	11,191	11,347	11,606	11,780
<b>Trash</b>						
Residential	9,821	10,054	10,140	10,266	10,577	10,301
Commercial	360	387	391	390	403	413
<i>Subtotal</i>	10,181	10,441	10,531	10,656	10,980	10,714
<b>Yard Waste</b>	1,687	1,828	1,905	2,004	2,119	2,138
<b>Recycle</b>	2,994	3,081	3,063	3,032	2,989	2,979
<b>Active Customers</b>						
Residential	12,860	13,066	13,168	13,300	13,469	13,795
Commercial	2,545	2,634	2,668	2,689	2,737	2,949
<b>TOTAL</b>	15,405	15,700	15,836	15,989	16,206	16,744

Source: City of Gillette Customer Service Division

## Housing Horizon

### New Housing

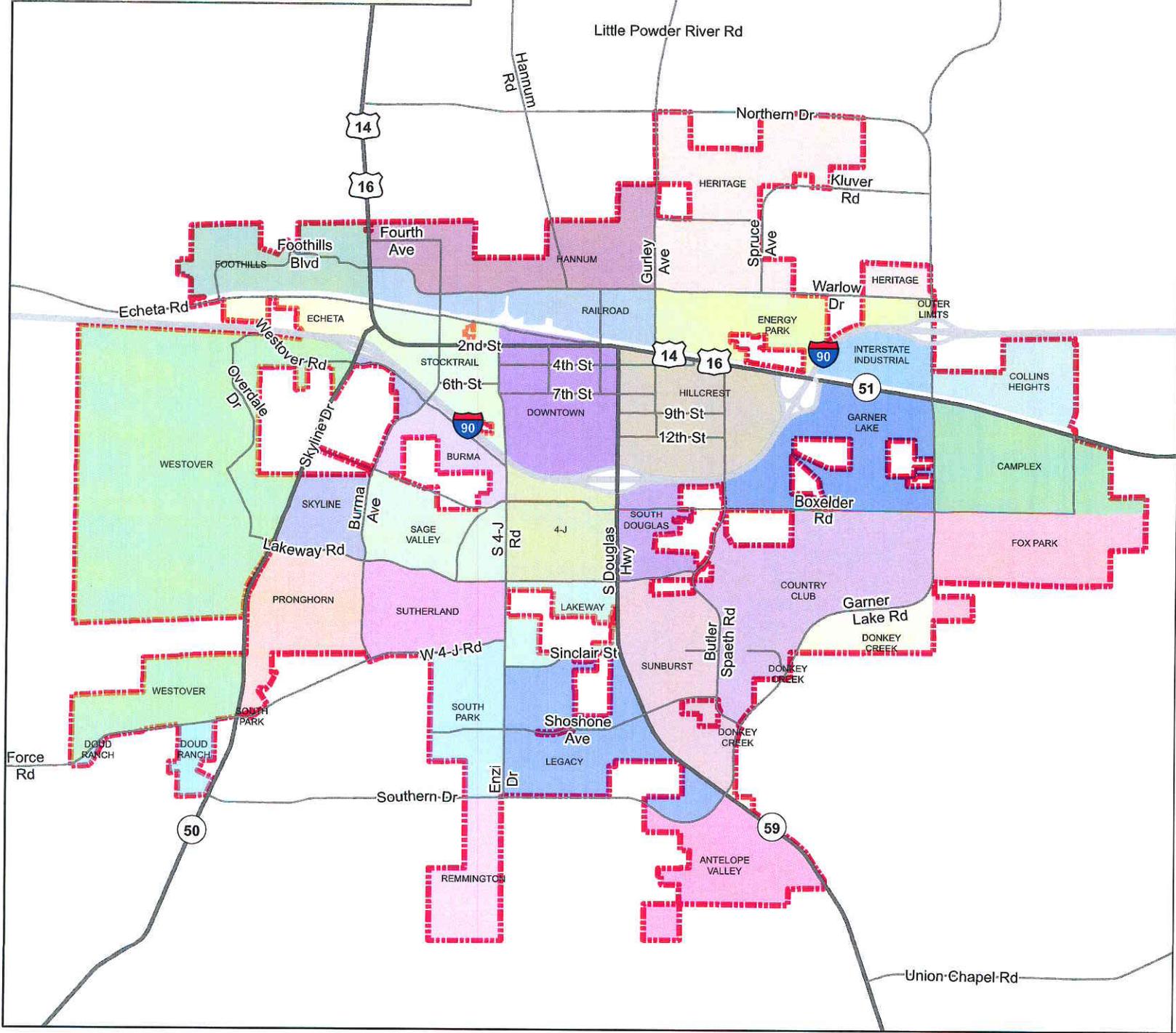
New Housing Units Permitted by Type and Neighborhood

January 1 – June 30, 2016

NEIGHBORHOODS (See Map)	Units Permitted This Year					Total Known Units		
	SFD	SFA	MH	MF	Year to Date	Single Family Units	All Other Units	Total All Units
4-J						649	332	981
ANTELOPE VALLEY						13		13
BURMA								
CAMPLEX								
COLLINS HEIGHTS						178		178
COUNTRY CLUB						301	121	422
DONKEY CREEK								
DOUD RANCH						105		105
DOWNTOWN	1				1	793	358	1,151
ECHETA						140		140
ENERGY PARK								
FOOTHILLS						757	341	1,098
FOX PARK						430		430
GARNER LAKE	1				1	51		51
HANNUM						235	123	358
HERITAGE			1		1	1,212	300	1,512
HILLCREST						984	539	1,523
INTERSTATE INDUSTRIAL						101		101
LAKEWAY						7		7
LEGACY						467	138	605
OUTER LIMITS								
PRONGHORN						161	173	334
RAILROAD						319	106	425
REMINGTON						224	216	440
SAGE VALLEY						652	15	667
SKYLINE						3		3
SOUTH DOUGLAS						9	141	150
SOUTH PARK						300	335	635
STROCKTRAIL						195	261	456
SUNBURST	1	12			13	559	1	560
SUTHERLAND						548	97	645
WESTOVER	1				1	887	92	979
WIND DANCER								
<b>TOTAL For Year</b>	<b>4</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>17</b>	<b>10,280</b>	<b>3,689</b>	<b>13,969</b>
<b>% For Year</b>	<b>24%</b>	<b>71%</b>	<b>6%</b>	<b>0%</b>	<b>100%</b>			

SFD = Single Family Detached // SFA = Single Family Attached (up to 3 units) // MH = Manufactured/Mobile Home // MF = Multi-Family (>= 4 units)

# 2016 GILLETTE NEIGHBORHOODS



## Neighborhoods City Limits

- Neighborhood Name**
- 4-J
  - ANTELOPE VALLEY
  - BURMA
  - CAMPLEX
  - COLLINS HEIGHTS
  - COUNTRY CLUB
  - DONKEY CREEK
  - DOUD RANCH
  - DOWNTOWN
  - ECHETA
  - ENERGY PARK
  - FOOTHILLS
  - FOX PARK
  - GARNER LAKE
  - HANNUM
  - HERITAGE
  - HILLCREST
  - INTERSTATE INDUSTRIAL
  - LAKEWAY
  - LEGACY
  - OUTER LIMITS
  - PRONGHORN
  - RAILROAD
  - REMMINGTON
  - SAGE VALLEY
  - SKYLINE
  - SOUTH DOUGLAS
  - SOUTH PARK
  - STOCKTRAIL
  - SUNBURST
  - SUTHERLAND
  - WESTOVER
  - WIND DANCER
  - CITY\_LIMITS

**Valuation:** The total valuation for all new housing permits issued year-to-date is **\$5,204,113.00**.

**Comparison: New Housing Units Permitted Through Second Quarter 2011 – 2016**

Second Quarter By Year	Total of New Housing Permits Issued Through 2nd Quarter
2016	17
2015	58
2014	83
2013	73
2012	107
2011	105

**Final Certificate of Occupancy Issued  
Year-to-Date and Comparison with Yearly Totals 2011 – 2016**

Year	Final Certificates of Occupancy Issued
2016 – Year-to-Date	44 <i>(Compared to 83, through 2nd Quarter 2015)</i>
Entire Year – 2015	160
Entire Year – 2014	151
Entire Year – 2013	140
Entire Year – 2012	188
Entire Year – 2011	303

Note: The Final Certificate Occupancy means that the building is approved for permanent occupancy.

**Residential Additions and Alterations\*  
Year-to-Date and Comparison with Yearly Totals 2011 – 2016**

Year	Number of Permits	Valuation
2016 – Year-to-Date	50	\$1,281,425
Entire Year – 2015	134	\$2,970,439
Entire Year – 2014	103	\$1,886,018
Entire Year – 2013	105	\$2,391,665
Entire Year – 2012	91	\$1,505,932
Entire Year – 2011	80	\$1,701,568

\*Does not include Residential Re-Roof Projects.

**Single Family Real Estate Summary - Total Active Residential Listings per Zip Code  
End of Second Quarter 2016 as of 7/1/2016 @ 3:30 pm**

Price Range		82716	82718	Combined Total
\$ 0.00	\$ 99,999.99	10	7	17
\$ 100,000.00	\$ 199,999.99	89	107	196
\$ 200,000.00	\$ 299,999.99	58	130	188
\$ 300,000.00	\$ 399,999.99	10	58	68
\$ 400,000.00	\$ 499,999.99	2	16	18
\$ 500,000.00	\$ 599,999.99	0	5	5
OVER	\$ 600,000.00	1	8	9
<b>TOTAL</b>		<b>170</b>	<b>331</b>	<b>501</b>

Source: Campbell County Board of Realtors and the Multiple Listing Service (MLS)

## Rental Vacancy Rates

The vacancy rate for apartments/rental units in the second quarter of 2016 has increased to **22.4%** compared to **12.0%** in the first quarter of 2016, and **5.9%** for the second quarter of 2015. There are approximately **376** apartment/rental units currently available in the rental stock surveyed in Gillette.

The vacancy rate for mobile/manufactured home units in manufactured home parks in the second quarter of 2016 has increased to **22.6%** compared to **9.9%** in the first quarter of 2016, and **9.1%** for the second quarter of 2015. There are approximately **323** mobile/manufactured home units/lots in manufactured home parks currently available in the rental stock surveyed in Gillette.

### Rental Vacancy Rate by Quarter 2011 – 2016 by Percent Vacant

Apartments and Other Buildings	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Average for Year
2011	6.3	6.3	8.5	8.9	7.5%
2012	8.2	7.5	7.5	9.2	8.1%
2013	12.5	9.1	4.9	4.5	7.7%
2014	4.4	1.3	0.7	1.3	1.9%
2015	3.7	5.9	8.2	9.3	6.8%
2016	12.0	22.4			17.2%
Manufactured and Mobile Home Parks					
2011	8.3	8.3	7.5	7.5	7.9%
2012	7.5	8.4	8.4	7.9	8.0%
2013	7.9	6.6	7.5	6.4	7.0%
2014	6.4	6.3	5.5	4.8	5.7%
2015	9.2	9.1	9.6	9.1	9.3%
2016	9.9	22.6			16.2%

Sample Size 2<sup>nd</sup> Qtr 2016: apartments/other residential rental buildings = 1,677; manufactured/mobile homes in parks = 1,431 units.  
 Apartments/rental units sample size makes up approximately 55% of all known units.  
 Manufactured/mobile home sample size makes up approximately 50% of all known units.

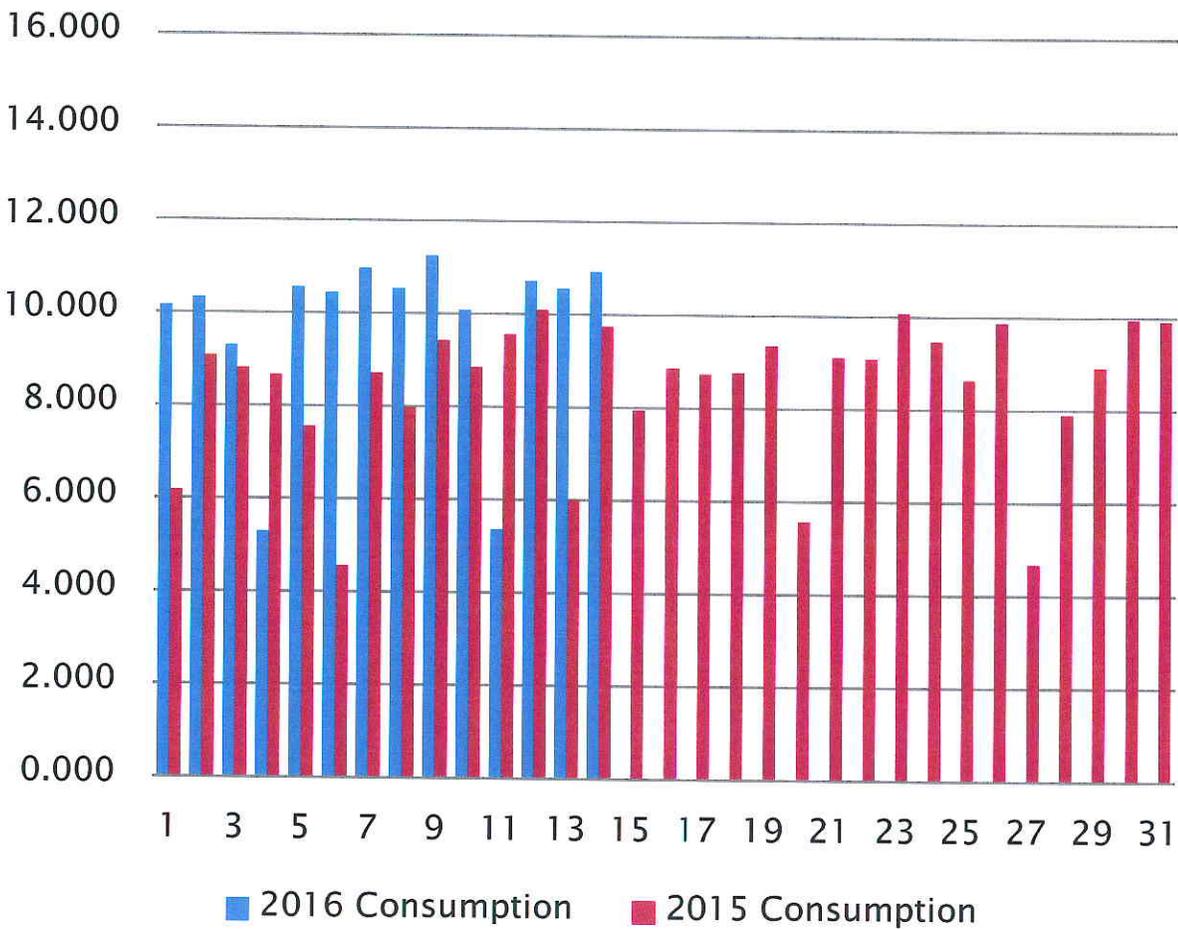
The **combined, average rental vacancy rate** for all rental stock surveyed at the end of the second quarter of 2016 is **22.5%**.



City of Gillette Planning Division  
 201 East 5th Street  
 PO Box 3003  
 Gillette, WY 82717

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## July Water Use (MGD)



	7/8/16	10.518		
	7/9/16	11.233		
	7/10/16	10.064		
	7/11/16	5.367		
	7/12/16	10.708		
	7/13/16	10.543		
	7/14/16	10.914		

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

From: **Melinda Bauman** <[interiormatters@bresnan.net](mailto:interiormatters@bresnan.net)>

Date: Tue, Jul 12, 2016 at 8:51 PM

Subject: Comment for City Council/ School District

To: [adm@gillettewy.gov](mailto:adm@gillettewy.gov), Kirby Eisenhauer <[keisenhauer@ccsd.k12.wy.us](mailto:keisenhauer@ccsd.k12.wy.us)>

To Mayor Carter-King, Council Members and School Board,

I'm writing to express my concerns on behalf of myself and my neighbors in regard to the planning of a 4000 seat stadium at Thunder Basin High School adjacent to RC Ranch and South Park subdivisions. I attended the City Council Planning meeting this evening and expressed some of my concerns.

When I moved into my home two years ago on Running W Drive I was advised that the soccer fields would always and only be my backyard neighbors. That has since changed with the progression of Thunder Basin High School. There are many obtrusive concerns to my neighborhood should a football grandstand or stadium be built in accordance with the plans I viewed at the planning meeting.

Currently, the sound system for soccer games can be heard loud and clear inside my home. At times it even reverberates the windows and walls. I'm advised by neighbors who live on Lexington Avenue that they also can hear the sound system music played during soccer events. These "small" events draw many people who park on Running W drive instead of in overflow parking and who leave trash all over the fields which blows into the neighborhood. These nuisances will be increased many times over.

A sound system in the grandstands that will reverberate off of aluminum bleachers increases the volume. Stomping and cheering for our home teams as is customary will add to the sound pollution in a residential neighborhood where children, the elderly and shift workers, and everyone is sleeping. Scheduling to allow sharing for events at the newly upgraded North Campus field would solve this problem.

Obtrusive light pollution with spill/glare into my home will affect the ambiance of not being under a constant spotlight in my home. LED lighting with high poles are necessary for optimal focus in stadium lighting, creating light trespass. I enjoy my home because I can view stars from my yard in town. The simple enjoyment of sitting in a quiet, dark yard will be moot. Even with the lowest foot candle lamp possible used, light shielding, respect to reduce light trespass – my landscape will change drastically. Scheduling to allow sharing for events at the newly upgraded North Campus field would solve this problem.

Parking overflow and trespass of vacant lots in our neighborhood will also be a concern. Trespassing through by students and spectators on neighborhood streets including Saunders Blvd, Running W Drive, RC Ranch business buildings and others will be an issue. No fence or gate can control this. The North Campus field is located across from residential development. Not directly adjacent to residential development. I question whether the field is zoned to allow

for this building. Scheduling to allow sharing for events at the newly upgraded North Campus field would solve this problem.

There is a direct cause/effect between my home, my neighborhood and well-being and the location of this stadium. I am asking that the school district seriously reconsider the impacts that having a second stadium with football games that run late into the evening be built in my neighborhood. I believe that the impacts far exceed the benefits and that camaraderie between schools and sharing a stadium is just fine. I understand the need for expanded facilities and expect that the new school will provide a more conducive education for my children. Their education is not hinged upon the new facilities for football.

Regards,

Melinda Bauman  
Biff Bauman  
610 Running W Drive

# Personal Frontiers, Inc.

Proudly Presents

**Campbell County vs City of Gillette**



**Energy Capital Sports Complex**

**July 26, 2016**

**6:00 p.m.**

**\$7 person (cash only)  
50/50 Raffles, Dunk Tank  
Hot Dogs/Hamburgers**