



# 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:** June 9, 2017

The following meetings are scheduled for the week of **June 10th – June 16th**

### Saturday, June 10th

#### 5:00 pm. Children's Memorial Walkway Remembrance Ceremony

- Children's Memorial Garden, Brooks and Warlow Drive

### Tuesday, June 13th

#### 6:00 p.m. City Council Special Meeting, Agenda Attached

- **ACTION ITEM (Ordinance – 2<sup>nd</sup> Reading):** An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2017-2018. \*
- **ACTION ITEM (Ordinance – 2<sup>nd</sup> Reading):** An Ordinance to Recodify and Generally Revise Chapter 3 of the Gillette City Code to Revise the Licensing and Regulation of Alcoholic Beverages. \*
- Solar Eclipse Festival Update – Mary Silvernell, Campbell County Convention & Visitors Bureau
- 2<sup>nd</sup> Quarter Updates
  - Campbell County Fire Board – Fire Chief Shank
  - Energy Capital Economic Development – Phil Christopherson
- Safety Discussion
- Madison Discussion and Operational Update \*
- Regional Water Connections Cap Tax Funding
- Leadership Training Services Funding \*
- Highway 50 Widening (Lakeway to Southern Drive) Cooperative Agreement
- Budget Amendment Review
- Review June 20th Agenda
- Executive Session
- City Hall – 2<sup>nd</sup> Floor Community Room
- Dinner Served at 5:30 p.m.

### Friday, June 16th

#### 10:00 a.m. Campbell County Policy Maker Forum on Impaired Driving

- Gillette College Tech Center

1. Attached please find **current sales tax information** provided by **Finance Director Pitlick**.
2. Attached please find a **letter** regarding a **Funding Request** dated **June 8, 2017** provided by **Fire Chief Shank**.
3. Attached please find a **memorandum** regarding **Highway 50 (Skyline Drive) Widening – Lakeway to Southern Drive** dated **June 9, 2017** provided by **Development Services Director Hamilton**.

4. Attached please find a **letter** regarding **2017 Energy Capital Eclipse Festival** dated **June 6, 2017** provided by the **Campbell County Convention and Visitors Bureau**. \*
5. Attached please find a **letter** regarding **Intersection of Kristan Avenue and Darrell Street (Fox Park Subdivision)** dated **June 8, 2017** provided by **Development Services Director Hamilton**.
6. Attached please find a **resolution, amended contract for services** and a **letter** regarding **Leadership Training Services** dated **April 19, 2017** provided by **Leadership Training Services President Randy Adams**. \*
7. Attached please find **information** regarding the **Recruitment Process** for the **City Administrator Position** provided by **Human Resources Director Aguirre**.
8. Attached please find the **agenda** for the **Campbell County Public Land Board** dated **June 8, 2017** and **meeting minutes** dated **May 11, 2017** provided by the **Cam-Plex**.
9. Attached please find the **agenda** for the **Gillette, Wright, Campbell County Fire Protection Joint Powers Board** dated **June 7, 2017** and **meeting minutes** dated **May 10, 2017** provided by the **Campbell County Fire Department**.
10. Attached please find the **agenda** for the **Board of Examiners** dated **June 13, 2017** and **meeting minutes** dated **May 9, 2017** provided by **Chief Building Official Rogers**.
11. Attached please find a **Casper Star Tribune news article** regarding **Wyoming Summer Music Festivals** dated **May 30, 2017**.

\* Item previously discussed by Council

JCN/adw

	<b>Special Meeting</b> <b>Tuesday, June 13, 2017</b> <b>Meeting: 6:00 p.m.</b> <b>2nd Floor Community Room</b>

Dinner served at 5:30 in the 2nd Floor Community Room

**Agenda Topics:**

- **ACTION ITEM (Ordinance – 2nd Reading):** An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2017-2018.\*
- **ACTION ITEM (Ordinance – 2nd Reading):** An Ordinance to Recodify and Generally Revise Chapter 3 of the Gillette City Code to Revise the Licensing and Regulation of Alcoholic Beverages.\*
- Solar Eclipse Festival Update – Mary Silvernell, Campbell County Convention & Visitors Bureau
- 2nd Quarter Updates
  - Campbell County Fire Board – Fire Chief Shank
  - Energy Capital Economic Development – Phil Christopherson
- Safety Discussion
- Madison Discussion and Operational Update\*
- Regional Water Connections Cap Tax Funding
- Leadership Training Services Funding
- Highway 50 Widening (Lakeway to Southern Drive) Cooperative Agreement.
- Budget Amendment Review
- Review June 20th Council Agenda
- Executive Session

\*Item previously discussed by Council

## Upcoming Work Session Topics:

**June 27 - CANCELED**

### **July 11**

- Police Staffing Report – Annexation
- Development Services Staffing Report – Annexation
- Public Works Staffing Report – Annexation
- Annexation Map Update
- Review July 18th Agenda
- Executive Session

### **July 25**

- Review August 1st Agenda
- Executive Session

### **August 8**

- Review August 15th Agenda
- Executive Session

### **August 29**

- Review September 5th Agenda
- Executive Session

### **September 12**

- Review September 19th Agenda
- Executive Session

### **September 26**

- Review October 3rd Agenda
- Executive Session

### **October 10**

- Review October 17th Agenda
- Executive Session

### **October 24**

- Review November 7th Agenda
- Executive Session

## Upcoming Council Pre-Meeting Topics

**June 20 5:30 p.m.**

- Lakeland Hills Drainage Issue
- E-Cite Demonstration
- Review June 20th Agenda
- Executive Session

### **July 5**

- Review July 5th Agenda
- Executive Session

### **July 18**

- Review July 18th Agenda
- Executive Session

### **August 1**

- Review August 1st Agenda
- Executive Session

### **August 15**

- Review August 15th Agenda
- Executive Session

### **September 5**

- Review September 5th Agenda
- Executive Session

### **September 19**

- Review September 19th Agenda
- Executive Session

### **October 3**

- Review October 3rd Agenda
- Executive Session

### **October 17**

- Review October 17th Agenda
- Executive Session

## Upcoming Activities

- **June 23** – Mayor's Art Council Avenues of Art Reception
- **June 23-24** – Donkey Creek Festival, Gillette College

### New Agenda Items for June 20, 2017

1. An Ordinance to Recodify and Generally Revise Chapter 3 of the Gillette City Code to Revise the Licensing and Regulation of Alcoholic Beverages.  
  
(Unfinished Business – 3rd Reading Ordinance)
2. Council Consideration of a Street Closure for July 4th, from 7:00 a.m. to 8:00 p.m. on the Third Street Plaza, and on Gillette Avenue Between 2nd Street and 4th Street, and on 3rd Street, West to the Alley, from 1:30 p.m. to 8:00 p.m., for a 4th of July Car Show, Requested by Kelly Stone of Sunrise Wellness & Recovery.  
  
(New Business – Minute Action)
3. Council Consideration of a Street Closure for the Eclipse Festival.  
  
(New Business – Minute Action)
4. Council Consideration of a Malt Beverage Permit for the Gillette Main Street Brewfest 2017 on July 22nd from 4:00 p.m. to 8:00 p.m. that will Encompass the 3rd Street Plaza, the Intersection of Gillette Avenue and 3rd Street West to the Alley, as well as the Parking Lot Between Gillette Brewing Company and Kendrick Avenue, Requested by the Gillette Main Street Committee.  
  
(New Business – Minute Action)
5. Council Consideration to Authorize the Mayor to Sign an Agreement Between Campbell County Health and the City of Gillette to Provide Telecommunication Services for a New Fiber Connection Between Campbell County Health (Hospital) and Advanced Communication Technologies (ACT).  
  
(New Business – Minute Action)
6. Council Consideration of a Resolution to Repeal Resolution 2327 Concerning Providing Water to Gillette Regional Water Supply System Customers.  
  
(New Business – Minute Action)
7. Council Consideration for the Acceptance of Public Improvements for the Gillette Madison Pipeline Project, Contract 5, Installed by Record Steel and Construction, Inc. (RSCI), in the Amount of \$7,827,417.00.  
  
(New Business – Minute Action)
8. Council Consideration of a Professional Services Agreement for Engineering Design Services for the Gillette Regional Water Supply Project - Phase II District Extensions - Stone Gate Estates to DOWL in the Amount of \$52,990.00.  
  
(New Business – Minute Action)

9. Council Consideration of a Professional Services Agreement for Engineering Design Services for the Gillette Regional Water Supply Project - Phase II District Extensions - Eight Mile ISD to HDR in the Amount of \$148,420.00.

(New Business – Minute Action)

10. Council Consideration of a Resolution Approving and Authorizing the Final Plat for the Resubdivision of Lot 2 and Lot 3, Tract A, Bundy Addition; Lot 12, Block 4, and the East 60.5 Feet of Lot 1, Block 5, Northside Addition to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Pending Planning Commission Approval on June 13, 2017.)

(New Business – Minute Action)

11. Council Consideration of a Resolution Approving and Authorizing the Repeal of Resolution No. 2580, Which Approved the Final Plat for Lots 1 and 2, Betcher Subdivision to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Pending Planning Commission Approval June 13, 2017.)

(New Business – Minute Action)

12. Council Consideration of a Resolution Approving and Authorizing the Final Plat for the Resubdivision of Tract C, Moon Shadow No. 2 Subdivision, First Filing, and a Portion of NE 1/4 SW 1/4, and NW 1/4 of Section 2, T49N, R72W of the Sixth P.M. to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Pending Planning Commission Approval on June 13, 2017.)

(New Business – Minute Action)

13. Council Consideration for the Acceptance of Public Improvements for the Gillette College Student Housing, Phase II Project, Installed by Van Ewing Construction, Inc., in the Amount of \$10,701,155.30.

(New Business – Minute Action)

14. Council Consideration of a Bid Award for the Parks Maintenance Facility Parking and Shelter (Old Fire Station #3) to Van Ewing Construction, Inc., in the Amount of \$260,060.43.

(New Business – Minute Action)

15. Council Consideration of a Professional Services Agreement for Design and Bidding Services Associated with the Dalbey Park to Gillette College Pathway Phase I, with HDR Engineering, in the Amount of \$\_\_\_\_\_ (1% Project).

(New Business – Minute Action)

16. An Ordinance to Amend Section 11-25 of the Gillette City Code to Increase the Overtime Parking Fines for the City of Gillette.

(New Business – Ordinance 1st Reading)

17. Citizen Advisory Board Appointments

(Appointments)

18. A Public Hearing to Consider Amendments to the Gillette City Budget for FY2016-2017.

(Public Hearings and Considerations)

19. Council Consideration of a Resolution to Approve Amendments to the Gillette City Budget for FY2016-2017.

(Public Hearings and Considerations)

20. A Public Hearing to Consider the Gillette City Budget for FY2017-2018.

(Public Hearings and Considerations)

21. An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming, for FY2017-2018. (Third and Final Reading)

(Public Hearings and Considerations)

## 1% SALES/USE TAX REVENUE

MONTH	2016 Actual
July	\$1,482,243
Aug	\$1,727,561
Sept.	\$1,670,260
Oct.	\$1,518,716
Nov.	\$1,631,941
Dec.	\$1,553,096
Jan	\$1,397,081
Feb.	\$1,339,636
Mar.	\$1,187,296
Apr.	\$1,090,995
May	\$1,056,446
June	\$1,007,449
July	\$1,046,345
Aug	\$1,113,358
Sept.	\$1,081,911
Oct.	\$1,058,280
Nov.	\$1,104,988
Dec.	\$1,080,392
Jan '17	\$1,258,085
Feb.	\$1,132,727
Mar.	\$1,060,978
Apr.	\$1,177,013
May	\$1,140,055

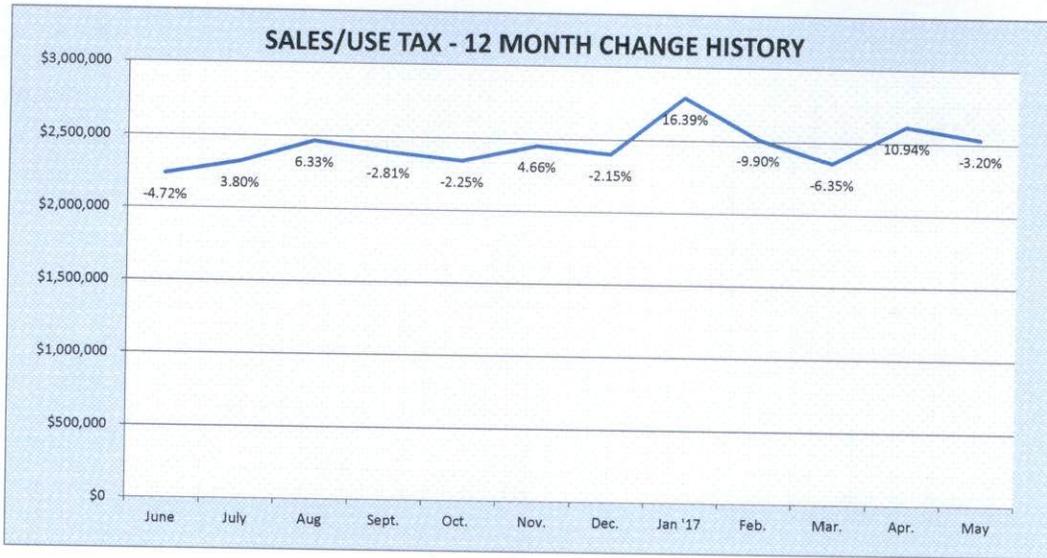
## GENERAL FUND SALES/USE TAX

MONTH	2016 Actual
July	\$1,808,457
Aug	\$2,110,093
Sept.	\$2,037,999
Oct.	\$1,852,973
Nov.	\$1,995,137
Dec.	\$1,900,213
Jan	\$1,707,093
Feb.	\$1,638,389
Mar.	\$1,450,422
Apr.	\$1,332,759
May	\$1,289,068
June	\$1,227,387
July	\$1,273,304
Aug	\$1,353,201
Sept.	\$1,315,286
Oct.	\$1,285,022
Nov.	\$1,347,493

Dec.	\$1,319,289
Jan '17	\$1,534,795
Feb.	\$1,383,684
Mar.	\$1,295,530
Apr.	\$1,437,263
May	\$1,390,537

**TOTAL SALES/USE TAX**

July	\$3,290,700
Aug	\$3,837,654
Sept.	\$3,708,259
Oct.	\$3,371,689
Nov.	\$3,627,078
Dec.	\$3,453,309
Jan '16	\$3,104,174
Feb.	\$2,978,025
Mar.	\$2,637,718
Apr.	\$2,423,754
May	\$2,345,514
June	\$2,234,836
July	\$2,319,649
Aug	\$2,466,559
Sept.	\$2,397,197
Oct.	\$2,343,302
Nov.	\$2,452,481
Dec.	\$2,399,681
Jan '17	\$2,792,880
Feb.	\$2,516,411
Mar.	\$2,356,508
Apr.	\$2,614,276
May	\$2,530,592

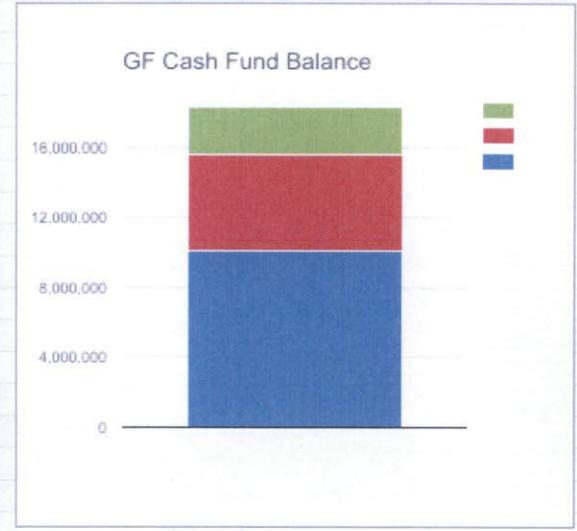
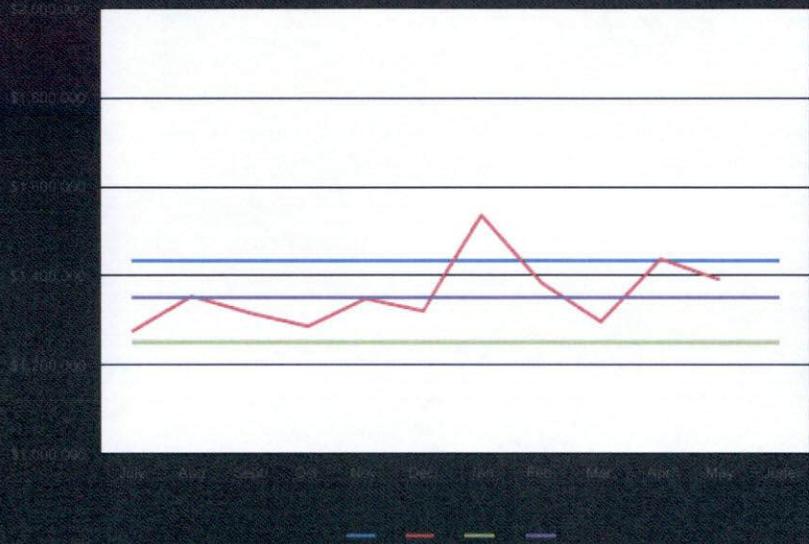


- 16.62%
- 3.37%
- 9.08%
- 7.57%
- 4.79%
- 10.11%
- 4.06%
- 11.43%
- 8.11%
- 3.23%
- 4.72%
- 3.80%
- 6.33%
- 2.81%
- 2.25%
- 4.66%
- 2.15%
- 16.39%
- 9.90%
- 6.35%
- 10.94%
- 3.20%

1% SALES/USE TAX REVENUE					Amended	Original	
MONTH	2015 Actual	2016 Actual	2016 Budget	2017 Actual	2017 Budget	2017 Budget	YTD BUDGET
July	\$2,193,961	\$1,482,243	\$1,666,667	\$1,046,345	\$1,041,667	\$1,183,333	
Aug	\$2,047,500	\$1,727,561	\$1,666,667	\$1,113,358	\$1,041,667	\$1,183,333	
Sept.	\$2,319,150	\$1,670,260	\$1,666,667	\$1,081,911	\$1,041,667	\$1,183,333	
Oct.	\$2,133,732	\$1,518,716	\$1,666,667	\$1,058,280	\$1,041,667	\$1,183,333	
Nov.	\$2,224,851	\$1,631,941	\$1,666,667	\$1,104,988	\$1,041,667	\$1,183,333	
Dec.	\$1,956,419	\$1,553,096	\$1,666,667	\$1,080,392	\$1,041,667	\$1,183,333	
Jan	\$2,059,551	\$1,397,081	\$1,666,667	\$1,258,085	\$1,041,667	\$1,183,333	
Feb.	\$2,131,287	\$1,339,636	\$1,666,667	\$1,132,727	\$1,041,667	\$1,183,333	
Mar.	\$1,888,193	\$1,187,296	\$1,666,667	\$1,060,978	\$1,041,667	\$1,183,333	
Apr.	\$1,873,713	\$1,090,995	\$1,666,667	\$1,177,013	\$1,041,667	\$1,183,333	
May	\$1,853,014	\$1,056,446	\$1,666,667	\$1,140,055	\$1,041,667	\$1,183,333	
June	\$1,662,976	\$1,007,449	\$1,666,667		\$1,041,667	\$1,183,333	
	\$24,344,347	\$16,662,720	\$20,000,000	\$12,254,132	\$12,500,000		\$11,458,333
GENERAL FUND SALES/USE TAX					Amended	Original	
MONTH	2015 Actual	2016 Actual	2016 Budget	2017 Actual	2017 Budget	2017 Budget	YTD BUDGET
July	\$2,683,648	\$1,808,457	\$2,083,333	\$1,273,304	\$1,250,000	\$1,450,000	
Aug	\$2,503,543	\$2,110,093	\$2,083,333	\$1,353,201	\$1,250,000	\$1,450,000	
Sept.	\$2,835,751	\$2,037,999	\$2,083,333	\$1,315,286	\$1,250,000	\$1,450,000	
Oct.	\$2,606,081	\$1,852,973	\$2,083,333	\$1,285,022	\$1,250,000	\$1,450,000	
Nov.	\$2,724,609	\$1,995,137	\$2,083,333	\$1,347,493	\$1,250,000	\$1,450,000	
Dec.	\$2,392,974	\$1,900,213	\$2,083,333	\$1,319,289	\$1,250,000	\$1,450,000	
Jan	\$2,518,115	\$1,707,093	\$2,083,333	\$1,534,795	\$1,250,000	\$1,450,000	
Feb.	\$2,608,989	\$1,638,389	\$2,083,333	\$1,383,684	\$1,250,000	\$1,450,000	
Mar.	\$2,311,830	\$1,450,422	\$2,083,333	\$1,295,530	\$1,250,000	\$1,450,000	
Apr.	\$2,294,055	\$1,332,759	\$2,083,333	\$1,437,263	\$1,250,000	\$1,450,000	
May	\$2,270,969	\$1,289,068	\$2,083,333	\$1,390,537	\$1,250,000	\$1,450,000	
June	\$2,034,346	\$1,227,387	\$2,083,333		\$1,250,000	\$1,450,000	
	\$29,784,910	\$20,349,991	\$25,000,000	\$14,935,404	\$15,000,000		\$14,935,404

TOTAL SALES/USE TAX						YTD BUDGET
July	\$4,877,609	\$3,290,700	\$3,750,000	\$2,319,649	\$2,291,667	\$2,633,333
Aug	\$4,551,043	\$3,837,654	\$3,750,000	\$2,466,559	\$2,291,667	\$2,633,333
Sept.	\$5,154,901	\$3,708,259	\$3,750,000	\$2,397,197	\$2,291,667	\$2,633,333
Oct.	\$4,739,813	\$3,371,689	\$3,750,000	\$2,343,302	\$2,291,667	\$2,633,333
Nov.	\$4,949,460	\$3,627,078	\$3,750,000	\$2,452,481	\$2,291,667	\$2,633,333
Dec.	\$4,349,393	\$3,453,309	\$3,750,000	\$2,399,681	\$2,291,667	\$2,633,333
Jan	\$4,577,666	\$3,104,174	\$3,750,000	\$2,792,880	\$2,291,667	\$2,633,333
Feb.	\$4,740,276	\$2,978,025	\$3,750,000	\$2,516,411	\$2,291,667	\$2,633,333
Mar.	\$4,200,023	\$2,637,718	\$3,750,000	\$2,356,508	\$2,291,667	\$2,633,333
Apr.	\$4,167,768	\$2,423,754	\$3,750,000	\$2,614,276	\$2,291,667	\$2,633,333
May	\$4,123,983	\$2,345,514	\$3,750,000	\$2,530,592	\$2,291,667	\$2,633,333
June	\$3,697,322	\$2,234,836	\$3,750,000	\$0	\$2,291,667	\$2,633,333
	\$54,129,257	\$37,012,710	\$45,000,000	\$27,189,536	\$27,500,000	\$25,208,333
GF Sales Tax						
Monthly Rev.						
Requirement						FY 2017-18 Budget
July	\$1,433,710	\$1,433,710				\$1,350,000
Aug	\$1,433,710	\$2,867,420				\$1,350,000
Sept.	\$1,433,710	\$4,301,130				\$1,350,000
Oct.	\$1,433,710	\$5,734,840				\$1,350,000
Nov.	\$1,433,710	\$7,168,550				\$1,350,000
Dec.	\$1,433,710	\$8,602,260				\$1,350,000
Jan	\$1,433,710	\$10,035,970				\$1,350,000
Feb.	\$1,433,710	\$11,469,680				\$1,350,000
Mar.	\$1,433,710	\$12,903,390				\$1,350,000
Apr.	\$1,433,710	\$14,337,100				\$1,350,000
May	\$1,433,710	\$15,770,810				\$1,350,000
June	\$1,433,710	\$17,204,520				\$1,350,000

GENERAL FUND SALES TAX ACTIVITY-FY 2016/17



Annual Burn Rate	4.74%
Daily Burn Rate	\$ 2,496.86
Cash to \$0 Date	Unassigned Cash 1/28/20
	+Designated 2/7/26
	+120 Day Reserve 3/1/38

General Fund Budgeted Application of Unassigned Cash [1]  
 General Fund Actual Application of Unassigned Cash

	<u>YTD</u>	<u>ANNUALIZED</u>	<u>BURN RATE</u>
	\$ 2,020,810	\$ 2,204,520	11.47%
	\$835,406	\$ 911,353	4.74%

	<u>FY '17 BEGINNING RESERVES: [2]</u>	<u>PROJECTED YTD REMAINING</u>	<u>DAYS REMAIN</u>
Unassigned	\$ 3,635,591	2,724,239	1,091
Designated	\$ 5,499,765	5,499,765	3,294
120 Day Res.	\$ 10,087,567	10,087,567	7,699
	<u>\$ 19,222,923</u>	<u>\$18,311,571</u>	

Designated:  
 Animal Control \$80,745  
 State Forfeiture \$77,028

Demolition Fund	\$26,281
Cash In Lieu Pkld	\$314,543
Cash In Lieu Drng	\$247,116
Mayor's Art Council	\$172,812
Little League Revenues	\$4,582
Keep America Beautiful	\$8,687
Insurance Reimbursement	\$479,168
Aquatic Park	<u>\$5,499,765</u>
TOTAL DESIGNATED	<u>\$6,910,728</u>

Animal Control: Outside donations. Funds are being utilized when appropriate.

State Forfeitures: Restricted for use in narcotic investigation related expenses. Funds being utilized when appropriate.

Demolition Fund: Unspent \$\$\$. No known stipulations.

Cash in Lieu of Parkland: Consists of funds paid by developers who have opted to contribute cash vs. develop a park/pathway in the area being developed.

Cash in Lieu of Drainage: Consists of funds paid by developers who have opted to contribute cash vs. building stormwater drainages.

Mayor's Art Council: \$2,526.27 from donations; remainder carryover funds contributed by General Fund.

Little League Revenues: Revenue from Little League organization to offset City's expense for repairs/maintenance

Keep America Beautiful: Consists of funds contributed by the County and transfers from 1% less expenses incurred for the program.

Insurance Reimbursement: Insurance proceeds for tree damage during Atlas snow event. Being used to replace trees but not restricted to this use.

Aquatic Park: Excess General Funds designated by Council to go toward development of an Aquatic Park in Sports Complex land area.

[1] Tom Pitlick:  
through fy 17 BA #2

[2] Tom Pitlick:  
from fy 16 "designated fund balance" spreadsheet



# Campbell County Fire Department

106 Rohan Avenue  
Gillette, Wyoming 82716-3541

(307) 682-5319  
Main Line

(307) 686-2222  
Fax Line

June 8, 2017

City of Gillette  
ATTN: Finance Department  
P.O. Box 3003  
Gillette, WY 82717

Dear City Council Members,

Campbell County Fire Department is in need of funds to help pay for our 2016 wildland fires.

Campbell County responded to 139 wildland fires in 2016 totaling 11,650 acres; out of those fires we joined in on cost share for four fires: Short Creek, Pronghorn, Cedar Draw, and North Hepner.

**Short Creek Fire** totaling 2,171 acres; out of those 1,286 acres were private, 812 BLM, and 73 State. Campbell County has incurred expenses of \$142,853.06 towards this fire (Incurred expenses include salaries, apparatus, batteries, Road & Bridge, and other logistic expenses), but we owe an additional \$35,222.22 to State Forestry for what they had invested in the Fire. This brings our total cost for this fire to \$178,075.28. BLM has also has written off the aviation costs of \$309,292. As a result, the total cost of this Fire was \$609,915. If BLM had not written off the aviation costs, our share of the fire would have been \$361,216.

**Pronghorn Fire** totaling 1,888.70 acres; out of those 1,421 acres were private, 114.80 BLM, and 352.70 State 352.70. Campbell County has incurred expenses of \$39,687.50 towards this fire, but we owe an additional \$39,750.05 to BLM for what they had invested in the Fire. This brings our total cost for this fire to \$79,437. Overall total cost of this Fire was \$105,568.

**Cedar Draw II Fire** totaling 2,035 acres; out of those 1,591 acres were private, 422 BLM, and 22 State. Campbell County has incurred expenses of \$242,257.63 towards this fire, but we owe an additional \$52,439.43 to State Forestry for what they had invested in the Fire. This brings our total cost of this fire to \$294,697.06. BLM has also written off the aviation cost of \$267,086. As a result, the total cost for this Fire

was \$789,894.15. If BLM had not written off the aviation costs, our share of the fire would have been \$616,117.40.

**North Heptner Fire** totaling 311.1 acres; out of those 244.40 acres were private, 0 BLM, and 66.7 State. Campbell County has incurred expenses of \$21,019.70 towards this fire, but we owe an additional \$13,860.07 to BLM for what they had invested in the Fire. Which brings our total cost of this fire to \$34,879.78. BLM has also written off aviation costs of \$13,738. As a result, our total cost for this Fire was \$75,260.19. If BLM had not written off the aviation costs, our share of the fire would have been \$59,455.55.

With our great working relationship with BLM, they have written off a total of \$710,116 in aviation and operation costs during last year's wildland season. This is a Huge benefit to our County and funding entities, and we greatly appreciate them.

Some notable fires in Wyoming last year included the Twin Lake Fire in Hot Springs County that burned 1,519 acres with only 225 of that on private land. The fire was estimated at seven million dollars and the private ownership was around one million dollars. Another Fire was the Whit Fire in Fremont County that burned 12,387 acres with 4,302 of that private land. The total cost estimates were at 8.2 million and the private ownership was 2.8 million.

Even though we have to pay an additional \$255,315.63, it could have been much worse.

We are formally asking our funding entities for additional funds to pay the State Forestry \$87,661.65 and BLM \$167,653.97 as follows:

Campbell County 79%:	\$201,699.34
City of Gillette 20%:	\$51,063.13
Town of Wright 1%:	\$2,553.16

Thank you for your consideration in this matter, and if you should have any questions please give me a call.

Sincerely,



William Shank, Fire Chief  
Campbell County Fire Department

<b>SUMMARY:</b>	CCFD Owes State	CCFD Owes BLM	State owes BLM	BLM Owes State
<b>Short Creek</b>				
Campbell County owes to State	35,222.22			
BLM owes to the State				3,139.28
<b>Pronghorn</b>				
State owes to BLM			17,784.26	
Campbell County owes to BLM		39,750.05		
<b>Cedar Draw</b>				
Campbell County owes State	52,439.43			
Campbell County owes BLM		114,043.86		
<b>North Hepner</b>				
Campbell County owes BLM		13,860.07		
State owes BLM			12,806.42	
	87,661.65	167,653.97	30,590.68	3,139.28

(BLM ALSO WROTE OFF \$80,000 IN AVIATION SUPPORT ON DEER CREEK FIRE, AND \$40,000 KENNEDY RANCH FIRE)

BLM TOTAL SUPPORT FOR CCFD THAT WAS NOT BILLED IS \$710,116

**Severity Resources-** BLM spent an estimated \$227,000 to bring additional resources in for the 2016 fire season. These resources included Dozer, Air Attack, SEATs, handcrews, and engines.

BLM resources helped on 31 fires in 2016 CMX.

New Mutual aid period for 2017 w/ BLM will and strong aviation statement will reduce costs and increase IA efficiency

NOTE: Twin Lakes fire- Hot Springs county - burned 1519 acres with 225 acres of private land, estimated cost of the fire \$7 million, private ownership 15 % or \$1 million

Whit Fire- Fremont county- burned 12,387 acres with 4302 acres of pvt land . Cost estimated at \$8.2 million, private ownership 35% or cost \$ 2.8 million

Short Creek Fire

Jurisdiction | BLM/Private/State  
 Fire Dates | 06/18-22/2016  
 Fire Number | WY-BFD-16106  
 County | Campbell County

**(BLM WROTE OFF \$309,292 IN AVIATION SUPPORT)**

				Paid by State	Paid By Campbell	Paid by BLM
			300,623.20	48,469.97	142,853.06	109,300.17
Private (Campbell County)	1,286.00	59.24%	\$ 178,075.28	28,711.37	84,619.55	64,744.37
BLM	812.00	37.40%	\$ 112,439.45	18,128.80	53,430.07	40,880.58
State	73.00	3.36%	\$ 10,108.47	1,629.81	4,803.44	3,675.22
	2,171.00	100%	\$ 300,623.20	48,469.97	142,853.06	109,300.17
Campbell County owes to State	35,222.22					
BLM owes to the State	3,139.28					
State over paid	(38,361.50)					

Pronghorn Fire

Jurisdiction | BLM/Private/State  
 Fire Dates | 08/30-31/2016

Fire Number |  
 County | Campbell County

			Entities Owe	Paid by State	Paid by Campbell	Paid by BLM
			105,568.32	1,929.80	39,687.50	63,951.02
State	352.70	19%	\$ 19,714.06	360.38	7,411.33	11,942.35
Campbell County	1,421.20	75%	\$ 79,437.55	1,452.13	29,863.86	48,121.56
BLM	114.80	6%	\$ 6,416.71	117.30	2,412.31	3,887.11
	1,888.70	100%	\$ 105,568.32	1,929.80	39,687.50	63,951.02
State owes to BLM			17,784.26			
Campbell County owes to BLM			39,750.05			
BLM over paid			(57,534.31)			

Cedar Draw II

Jurisdiction | BLM/Private/State  
 Fire Dates | 07/23-30/2016

(BLM WROTE OFF \$267,086 IN AVIATION SUPPORT)

Fire Number | WY-BFD-016287  
 County | Campbell County

				Paid by State	Paid by Campbell	Paid by BLM
			522,808.15	58,091.41	\$ 242,257.63	\$ 222,459.11
Private (Campbell County)	1,591.00	78%	408,740.92	45,416.92	\$ 189,401.42	\$ 173,922.58
BLM	422.00	21%	108,415.25	12,046.47	\$ 50,237.21	\$ 46,131.57
State	22.00	1%	5,651.98	628.02	2,619.00	2,404.96
	2,035.00	100%	522,808.15	58,091.41	\$ 242,257.63	\$ 222,459.11
Campbell County owes State	52,439.43					
Campbell County owes BLM	114,043.86					
Campbell County under paid	(166,483.29)					

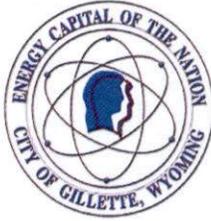
North Hepner

Jurisdiction Private/State  
 Fire Dates 08/17-19/2016

(BLM WROTE OFF \$13,738 IN AVIATION SUPPORT)

Fire Number  
 County Campbell County

				Paid by State	Paid by Campbell	Paid by BLM		
			44,151.62	113.24	\$ 21,019.71	\$ 40,389.24		
Private (Campbell County)	244.40	79%	34,879.78	-	\$ (21,019.71)	13,860.07	178075.28	361216
BLM	-	0%	13,722.75	-	\$ -	\$ (40,389.24)	(26,666.49)	79,437.00 105,568.00
State	66.70	21%	12,919.66	(113.24)			12,806.42	34879.78 594555
	311.10	100%	61,522.19	(113.24)	\$ (21,019.71)		40,389.24	292392.06 1061339 768946.9
Campbell County owes State	-							
Campbell County owes BLM	13,860.07							
Campbell County under paid	(13,860.07)							
State owes BLM	12,806.42							



# CITY OF GILLETTE

Development Services  
Engineering Division  
201 E. 5th Street • Gillette, Wyoming 82716  
Phone 307.686.5265  
www.gillettewy.gov

## MEMORANDUM

TO: Carter Napier, City Administrator *SN*  
Mayor & City Council

FROM: Dustin Hamilton, PE, Development Services Director *DH*

DATE: June 9, 2017

RE: Highway 50 (Skyline Drive) Widening – Lakeway Road to Southern Drive

As you may know, the Wyoming Department of Transportation (WYDOT) will be widening Highway 50 (Skyline Drive) from Lakeway Road to Southern Drive in 2019. WYDOT is currently in design and has been coordinating utility work with the City of Gillette. As part of the design discussion, the City once again has the opportunity to request WYDOT to “upgrade” the sidewalk on the east side of the new facility from a 5’ wide sidewalk to a 10’ wide pathway. A similar request from the City to WYDOT was presented when Highway 50 was widened from Interstate 90 to Lakeway Road.

This section of pathway is identified in the Parks and Pathways Master Plan and the City would only be responsible for costs associated with the additional 5’ in width of the concrete pathway (above and beyond the 5’ sidewalk provided by WYDOT). WYDOT is currently at the point in the project where a formal written request for a Cooperative Agreement is needed from the City.

Staff will draft a request letter for the Mayor to sign if the Council is interested in taking advantage of this opportunity. The formal Cooperative Agreement would then be presented to the Council for approval upon receipt from WYDOT. An estimate of costs from WYDOT will be provided with the Cooperative Agreement. City staff believes the “upgrade” costs will be in the neighborhood of \$290,000. The total length of the pathway approaches 2 miles.

If there are further questions or concerns, please let me know.

June 6, 2017

Mayor Carter-King, City Council Members, Mr. Napier and City Staff:

The purpose of this letter is to update the Mayor, Gillette City Council and City Staff Members about the upcoming *2017 Energy Capital Eclipse Festival*. Wyoming is in the path for a total solar eclipse occurring on Monday, August 21, 2017. The Campbell County Convention & Visitors Bureau (CCCVB), Gillette Main Street, City of Gillette Communications, CAM-PLEX, Campbell County GIS, Campbell County Public Library, the Campbell County Rockpile Museum, the Campbell County Chamber of Commerce and others have teamed up to form a city and county-wide committee to plan the Energy Capital Eclipse Festival this summer.

In 2012 the Solar Eclipse Path of Totality (the track of the moon's shadow across the earth) was over Australia in Queensland. More than 60,000 people traveled to the area. In that region the total economic impact was approximately \$75 million according to Kate Russo, Eclipse Planning Consultant. Gillette is predicted to have a 96.7% totality, and is only two short hours or less from Casper and Douglas, which will experience complete totality. As you can imagine, Casper does not have the capacity to handle the number of visitors expected needing places to stay, so we have partnered with the Wyoming Eclipse Festival CEO, Anna Wilcox, to be an overflow location for lodging and dining.

With people traveling to Wyoming from all over the world, this event has the potential to have a significant economic impact for Gillette. The Energy Capital Eclipse Festival Committee has created a series of events to attract visitors to stay in Gillette during the solar eclipse and the days leading up to it.

When we presented to Mayor and Council in March, we had discussed the CCCVB would be applying for a \$5,000 Rec Mill grant. The City had offered at that time to submit the grant instead in the amount of \$10,000, with the additional \$5,000 then being considered the City's contribution. Unfortunately, the grant application was denied, so we not only did not receive the \$5,000 the CCCVB would have applied for, but we also did not receive the other \$5,000 the City thought you would get. We have had to revise our event budget, information to follow, and would appreciate any assistance with funding that may be available from the City towards the upfront Festival expenses.

In addition to the festival schedule and events, the Eclipse Committee has been working on sponsorships, merchandise orders, vendors for the Eclipse Watch Party, etc.

#### **Additional Economic Impact**

Using the 2012 Randall Travel Marketing Visitor Profile Study data:

- \* Anticipating all hotels and campgrounds in Gillette, Wright and Rozet will be at full capacity (2,075 rooms and 269 Campsites, not including CAM-PLEX) for 2 nights;
- \* Average 2 adults per room/site, and 1 child per 50% of total rooms/sites;
- \* Average spent on lodging, meals, shopping, attractions and transportation @ \$267.68/day, per party;
- \* **\$1,882,326** spent locally over 4 days, 3 nights, not including residents spending

Following is the calendar of events for August 18-21, 2017:

## Energy Capital Eclipse Festival Calendar of Events

### Friday, August 18, 2017

*Contura Energy's Eagle Butte Coal Mine Tours- 9am and 11am*

*Durham Buffalo Ranch Tour- 10am*

*Campbell County School District Planetarium Laseropolis Show- 7pm*

*One Book, One Community 2017 at the Campbell County Public Library- Author Paul Bogard, "The End of Night" Book Signing Event-7:30pm*

### Saturday, August 19, 2017

*Contura Energy's Eagle Butte Coal Mine Tours- 9am and 11am*

*One Book, One Community 2017 at the Wright Branch Public Library- Author Paul Bogard, "The End of Night" Book Signing Event- 11am*

*Campbell County School District Planetarium Family Show- 7pm*

*Gillette Main Street Eclipse Festival- food, drinks, vendors, music, kids' games*

*7am - 8am - 5K Run/Walk*

*7:30am - 9am - Kiwanis Club of Gillette Pancake Feed*

*8am - 1:00 pm - Farmers Market*

*10am - Noon - Wagon Rides*

*11am - 7pm - Food/Merchandise Vendors*

*1pm - 6pm - Activities/Demonstrations*

*2pm - 6pm - Car Show*

*7pm - 11pm - Live Music*

### Sunday, August 20, 2017

*Contura Energy's Eagle Butte Coal Mine Tours- 9am and 11am*

*Devils Tower National Monument Solar Eclipse Presentation- 11:30am*

*Josh Dorr in Concert- CAM-PLEX Morningside Park 7pm, with special guests "The Hold Up"*

### Monday, August 21, 2017

*"Transport to Totality" Shuttles to Casper for Path of Totality Viewing- depart 6am, return 5pm*

*Contura Energy's Eagle Butte Coal Mine Tours- 9am and 11am*

*Eclipse Watch Party and Vendor Booths- CAM-PLEX Energy Hall Field 10am to 1pm*

*Doktor Kaboom- 2 Shows at CAM-PLEX 10am and 1:30pm*

*Devils Tower National Monument Solar Eclipse Presentation- 11:30am*

*Dry Fork Station- power plant tour 2pm-3:30pm*

The following is our revised budget for the 2017 Energy Capital Eclipse Festival:

### **2017 Energy Capital Eclipse Festival Budget**

#### **Revenues:**

<i>Josh Dorr Concert Tickets (600 @ \$15.00 each)</i>	<i>\$9,000</i>
<i>Transportation to Casper Viewing</i>	<i>\$1,400</i>
<i>Business Promotion Coupon Book</i>	<i>\$1,000</i>
<i>Eclipse Glasses</i>	<i>\$7,000</i>
<i>Souvenir T-Shirts</i>	<i>\$7,500</i>
<i>Misc. Merchandise</i>	<i>\$1,500</i>
<b><u>Total Revenues</u></b>	<b><u>\$27,400</u></b>

#### **Expenses:**

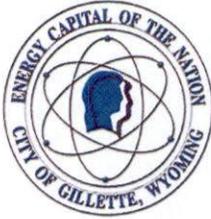
<i>Gillette Main Street Eclipse Festival</i>	<i>\$4,000</i>
<i>Josh Dorr Concert at CAM-PLEX</i>	<i>\$13,200</i>
<i>Marketing</i>	
Energy Capital Eclipse Festival Logo Design/Website Landing Page	<i>\$1,500</i>
Google Digital Ad Campaign	<i>\$10,000</i>
Business Promotion Coupon Book	<i>\$1,850</i>
Drink Coasters	<i>\$1,000</i>
Posters/Printing	<i>\$150</i>
<i>Merchandise</i>	
Eclipse Glasses	<i>\$4,000</i>
T-Shirts	<i>\$6,500</i>
Spinners, Pins	<i>\$1,150</i>
<b><u>Total Expenses</u></b>	<b><u>\$43,350</u></b>
<b><u>Net Income/Loss</u></b>	<b><u>(\$15,950)</u></b>

**Cash Sponsorships To Date (June 6, 2017)**

Business Aviators Inc./Josh Dorr Concert	\$1,000
Campbell County CVB- Eclipse Glasses	\$500
Campbell County Chamber of Commerce Eclipse Glasses	\$500
Campbell County Rockpile Museum- Eclipse Glasses	\$500
Devils Tower Natural History Association	\$1,000
Gillette Main Street- Eclipse Glasses	\$500
Gillette Optometric- Eclipse Glasses	\$1,000
<b><u>Total Sponsorships</u></b>	<b><u>\$5,000</u></b>
<b><u>Net Revenue/Loss</u></b>	<b><u>(\$10,950)</u></b>

**Other/In-Kind Sponsorships**

Big Tex Trailers- Josh Dorr Concert Stage	??
Campbell County Commission- Casper Shuttles/Drivers	??
Campbell County GIS Event Maps	??
Git R Done Event Portolets	??
Home2 Suites- Josh Dorr Band Rooms	\$600 value
LaQuinta Inn & Suites- Concert Sound Co. Room	??
Wyoming Lawn Pro- Band Green Room	??



# CITY OF GILLETTE

Development Services  
Engineering Division  
201 E. 5th Street • Gillette, Wyoming 82716  
Phone 307.686.5265  
www.gillettewy.gov

## MEMORANDUM

TO: Carter Napier, City Administrator  
Mayor & City Council *CN*

FROM: Dustin Hamilton, PE, Development Services Director *DH*

DATE: June 8, 2017

RE: Intersection of Kristan Avenue and Darrell Street (Fox Park Subdivision)

As a result of a complaint received from Councilman McGrath in regard to the valley gutter located at the intersection of Kristan Avenue and Darrell Street in the Fox Park Subdivision, staff has completed the investigation of the concern. The depth/slope of the valley gutter is/has been quite severe, as evidenced by the scrapes/damage to the pavement (see Photo 1 attached). The flowline of the valley gutter must remain at its current elevation as a necessity of conveying the drainage down Kristan Avenue from north to south.

In order to mitigate the severe slope of the valley gutter, a full reconstruction of approximately 50' of Darrell Street would be required. The reconstruction would include the removal of the existing street, curb and gutter, valley gutter, fillets, etc., re-grading of that portion of street to spread the difference in grade over a larger distance, and reconstruction of the pavement section, curb and gutter, valley gutter, and fillets. A rough estimate of cost to appropriately address this issue as a stand-alone project would be in the neighborhood of \$45,000. The remainder of Darrell Street itself is in good condition.

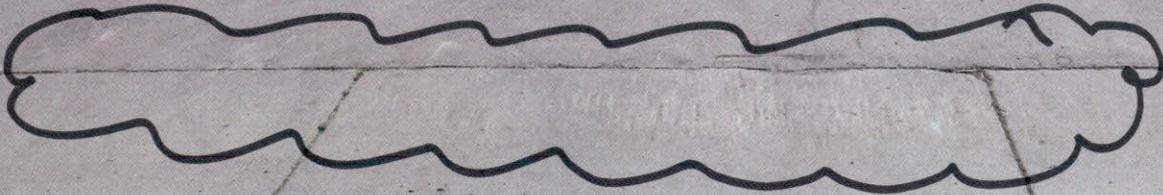
Based upon the current funding situation, and cost to address this as a stand-alone project, staff would not recommend pursuing a stand-alone project immediately. Should the City Council desire to have this concern addressed sooner rather than later, staff could look at including the mitigation of this issue as part of a larger Pavement Management System (PMS) project and potentially gain some cost savings having this work as part of a larger project.

Please let me know if including work to address this issue is a priority of the Council and staff will pursue the work as part of a schedule of PMS for next summer.

If there are further questions or concerns, please let me know.



Reconstruction



DAMAGE/SCRAPES

06/08/2017 10:55

Photo 1



Photo 2

Leadership Training Services  
315 West 27th Street  
Cheyenne, WY 82001  
307-275-8380

April 19, 2017  
City of Gillette  
P.O. Box 3003  
Gillette, WY 82716

Dear Mayor Louise Carter-King:

The Wyoming Association of Municipalities (WAM) and Leadership Training Services (LTS) have been working together for many years to provide educational opportunities to elected municipal officials and staff. Your municipality became a supporter of this effort in 2000 and made a financial contribution to the Leadership Training Services Endowment Fund, an investment fund that utilizes earnings for elected municipal officials and staff.

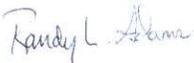
Our records show the City of Gillette contributed \$23,400 as seed money for this fund. All parties agreed that the amount your municipality contributed would remain intact and only the interest from the contributions would be used by LTS, unless written consent is obtained from your municipality for use of the principal of the fund. With a limited number of contributions, the endowment interest has been minimal and has never allowed LTS to provide the level of training and development anticipated.

We appreciate your support and we are requesting your approval to amend the contract, which would permit the City of Gillette's initial contribution to be used for educational efforts of LTS. Specifically, this amendment would remove these funds from the endowment and make them accessible to use for presenters, regional workshops, and the costs of guest speakers.

If your municipality supports using the endowment fund for the recommended purposes, would you please have your Council consider adopting the Resolution, executing the Contract for Services, and return the Contract for Services to Katie Waldner, on behalf of the LTS Board at the above address or emailed to [katie@wyomuni.org](mailto:katie@wyomuni.org). Please review the proposed Resolution and Contract for Services, which would permit this to take place.

Thank you for your support of local government programs and education.

Sincerely,



Randy Adams  
Leadership Training Services President

Enclosed

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION TO SUPPORT THE CONTINUING EDUCATION PROGRAM OFFERED BY THE WYOMING ASSOCIATION OF MUNICIPALITIES AND LOCAL TECHNICAL SERVICES a/k/a LEADERSHIP TRAINING SERVICES AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR SERVICES REGARDING THE PROVISION OF SUCH SERVICES.

WHEREAS, the Wyoming Association of Municipalities (WAM) and some of its individual elected and appointed public officials have collaborated to create Local Technical Services also known as Leadership Training Services (LTS); and

WHEREAS, LTS provides educational opportunities for elected and appointed local government officials on a variety of leadership development and community topics; and

WHEREAS, the Town/City of \_\_\_\_\_ strongly supports continued education and training for its municipal elected officials and staff; and

WHEREAS, the Town/City of \_\_\_\_\_ and its residents benefit by assuring that its municipal elected officials and staff are provided with continuing educational opportunities; and

WHEREAS, the Town/City previously appropriated funds to be used as the corpus or principal of a fund to support LTS and now desires to amend the permitted use of the funds previously appropriated for the CEP and provide for the use of the principal or corpus of the funds by LTS.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN/CITY OF \_\_\_\_\_, WYOMING, that:

1. The Town/City of \_\_\_\_\_ hereby acknowledges and reconfirms its previous appropriation of \$\_\_\_\_\_ to support LTS' purposes as is fully stated in the Amended Contract for Services attached hereto.

2. The Mayor is authorized to enter into and execute, and the Town/City Clerk Attest, an Amended Contract for Services as described and appended hereto.

PRESENTED, READ AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

(Seal)

---

Mayor

ATTEST:

---

Town/City Clerk

## AMENDED CONTRACT FOR SERVICES

This agreement is made and entered into by and between the Wyoming Association of Municipalities, a Wyoming non-profit corporation, hereinafter referred to as "WAM", Local Technical Services, a Wyoming non-profit corporation and the Town/City of \_\_\_\_\_, a Wyoming municipal corporation, hereinafter referred to as "Municipality" to confirm their arrangement regarding the provision of educational services for municipal officials and employees, with respect to local government issues.

WITNESSETH:

WHEREAS, in 1997 several elected and non-elected municipal leaders formed a non-profit corporation known and styled as Local Technical Services (also operating as Leadership Training Services, herein "LTS") for the purpose:

To operate as a public educational organization to promote and strengthen the process community at regional, county, city, district and community levels by educational means (other than by carrying on propaganda, participating in elections or political campaigns of any kind or attempting to influence legislation) directed toward improving the capabilities of individual citizens.

To sponsor, conduct and operate a public educational organization to present educational programs and services to elected and appointed municipal officials on civic leadership and sound management practices and to prepare programs or services to educate and inform citizens about current and emerging local government problems, issues and processes.

WHEREAS, thirteen Wyoming municipalities appropriated funds and executed Contracts for Services with LTS regarding funding of the purposes of LTS; and

WHEREAS, the funding that was appropriated was restricted to funding of the corpus of the purposes of the LTS and the total corpus of funds is approximately \$86,000.00; and

WHEREAS, the corpus has not and does not generate sufficient interest or income to support the educational purpose of the LTS; and

WHEREAS, the Municipality and LTS agree to amend the Contract for Services.

NOW THEREFORE, the parties agree as follows:

1. LTS agrees to provide the following services to Municipality: to operate as a public educational organization, to present educational programs and services to elected municipal officials and staff on governance, sound management practices, and to prepare programs at the request of the Municipality.

2. In consideration of the services to be provided hereunder, which Municipality has determined to be in furtherance of a proper public purpose, Municipality agrees that the principal and any interest of the LTS fund may be used by LTS for the purposes outlined in Section 1.

3. In the event the LTS program is terminated for any reason, the balance of the LTS fund, after payment of all valid obligations and expenses, shall be transferred to an eligible 501(c) (3) organization to effectuate the similar or same purposes of LTS.

Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2017.

MUNICIPALITY

Town or City of \_\_\_\_\_

By: \_\_\_\_\_  
Mayor

(Seal)

Attest:

\_\_\_\_\_  
Town or City Clerk

WYOMING ASSOCIATION OF MUNICIPALITIES

By: \_\_\_\_\_  
President

LOCAL TECHNICAL SERVICES a/k/a LEADERSHIP TRAINING SERVICES

By: \_\_\_\_\_  
President

<b>Leadership Training Services Endowment Fund</b>					
<b>NAME</b>	<b>Amount</b>				
Casper	\$ 16,000.00				
Cheyenne	\$ 20,000.00				
Chugwater	\$ 111.00				
Cowley	\$ 209.16				
Douglas	\$ 2,700.00				
Gillette	\$ 23,400.00				
Glenrock	\$ 1,183.00				
Jackson	\$ 21,000.00				
Lander	\$ 500.00				
Lost Springs	\$ 25.00				
Moorcroft	\$ 312.00				
Pinedale	\$ 500.00				
Wright	\$ 500.00				
	\$ 86,440.16				

**RECRUITMENT PROCESS**  
**City Administrator**  
2017

**Draft Timeline:**

Posting of Position	June 1 – June 30, 2017
Initial Screening	Week of July 3, 2015
Interviews & Reception	July 2017
Negotiations & Hire	July/August 2017
Start Date	September/October 2017

**Places to Post Announcement:**

- Define 7-8 Basic Job Duties, Skills & Characteristics Required for the Position and Skills & Characteristics Preferred for the Position (see attached Job Description)
- External/Internal Posting
- Newspapers/Publications
  - Selected newspapers
  - Surrounding State Government Newsletters
  - Group regional newspapers
- Internet Sites
  - Government Website (govtjobs.com)
  - ICMA
  - WAM
  - County Commissioner Associations
  - NLC
  - Wyoming at Work
  - Various Recruiting Sites
  - Social Media Sites
  - LinkedIn
  - The Ladder?

**Application Requirements:**

- City Employment Application
- Resume with Cover Letter

**Applicant Screening Process:**

**Initial Screening**

- Human Resource Director will pre-screen applications for applicants who meet minimum requirements
- Mayor & Council will review 5-10 applications

## Phone Interview Process

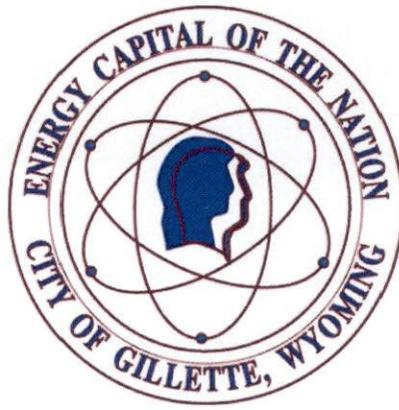
- Initial phone screen to narrow candidate field (if more than 5 candidates selected)

## Candidates Selected for Interview: - (1 Day)

- Oral Interviews with two panels
  - Administrative
    - 2 Council Members
    - Community Leaders
    - Human Resource Representative
  - 2<sup>nd</sup> Panel
    - 2 Council Members
    - Community Leaders
    - Department Heads
- Candidates narrowed to two (2) to four (4)
- Community Tour – A Department Head will provide tour and engage in casual conversation.
- Reception for Department Heads, City Council, and Community Leaders to meet and informally interact with the final two (2) to four (4) candidates. Two (2) to three (3) pre-determined questions. This could be breakfast, lunch or dinner.

## Selected Candidate

- Background Check
  - Complete Fair Credit Reporting and background checks (Pinkerton)
  - Motor Vehicle Report
  - Criminal History, including Local and State
  - Verify Education as Listed on Application
  - Verify Social Security Number
  - Two Work and Professional References – Previous Supervisors/Employers
  - Credit Check
- Offer Made Verbally & With Follow Up Contract
  - Relocation, if necessary
- Required for Position (May only be completed after the offer has been made).
  - Drug Screen



The **City of Gillette, Wyoming**  
is seeking a talented professional to serve as the City's next

## **CITY ADMINISTRATOR**

**\$107,518 - \$150,629 DOQ**

PLUS AN EXCELLENT BENEFITS PACKAGE

APPLICATIONS ACCEPTED THROUGH JUNE 30, 2017



## WHY GILLETTE?

The City of Gillette, Wyoming, is a progressive community. The City is a stable organization with a number of long-term, dedicated employees and is in excellent financial health. The City is looking for a strong executive leader with vision who will help the City refine its image and bring a common focus to the community as it looks to the future. If you are creative, like challenges, and are interested in working in a supportive environment and making a difference in a great community, this is the right position for you!

## THE COMMUNITY

The City of Gillette, population approximately 32,400, is the third largest City in the State and located in the northeast corner of Wyoming. The City is situated on the rolling plains of the Powder River Basin between the Black Hills Mountains of South Dakota and the Big Horn Mountains of Wyoming.

Gillette is a progressive community that continues to pursue opportunities for growth through annexation and new development. The City believes its utility and municipal infrastructure are of utmost importance and providing high quality services is paramount to the residential and business community.

Gillette is a family-oriented community with excellent schools. Rich in Western history and tradition, the City boasts numerous parks and offers recreational activities such as swimming, golfing, tennis, fishing, and auto racing. The City is also the home of the Cam-Plex Multi Events Center, which provides events such as theatre, concerts, trade shows, rodeo, stock shows, roping and craft fairs. Gillette is also a major regional center for medical and health services, and education, offering a two-year college, as well as a technical training college.

Known as the "Energy Capital of the Nation," Gillette's energy economy provides an excellent quality of life with many career and employment opportunities. Rich in natural resources, the mineral industry and supporting manufacturers dominate the economy.

## THE CITY

Incorporated in 1892, the City of Gillette is a Home Rule City operating under the statutes of the State of Wyoming and Municipal Codes. The organizational structure for the City can be characterized as a Mayor / Council / Administrator form of local government which vests authority in an elected City Council, which, in turn, hires an appointed executive. The City Council is composed of six members elected from the three wards of the City on a nonpartisan basis to serve overlapping four-year terms. The Mayor is elected at-large to serve a four-year term as presiding officer at City Council meetings and as the official head of the City for legislative and ceremonial purposes. Financially sound,

the City's budget for Fiscal Year 17-18 is \$111 million, with an operating budget of \$87 million and \$24 million for capital projects. Responsible for the overall administration of the City, the City Administrator is appointed by the City Council and serves at the pleasure of that body. The previous City Administrator served the City for the six years.

## THE POSITION

The City Administrator serves as the Chief Executive Officer regarding all City of Gillette operations and functions. This position performs a variety of management and supervisory functions related to the overall operation of City administration and individual departmental operations.

The City Administrator:

- Acts as advisor to City Council and the Mayor regarding overall focus and direction for the City of Gillette.
- Provides direct staff support to the Mayor and City Council.
- Develops fiscal and organizational plans and recommends the adoption of annual budget and capital improvements.
- Works with outside organizations and/or individuals regarding interests, issues and/or concerns.
- Acts as advisor to City Council and the Mayor regarding overall focus and direction for the City of Gillette.
- Develops policy initiatives for Council consideration.
- Resolves complex and politically sensitive problems encountered in performance of work assignments.

## THE IDEAL CANDIDATE

The City is looking for a talented senior management professional from a public sector organization of comparable complexity and size, with knowledge and experience in leading an organization. Candidates should have experience working in a community undergoing rapid growth. The desired candidate will be able to handle a high volume workload, be proactive, have a strong financial background and the ability to balance the needs of employees and the community. The new Administrator will have strong leadership skills, be politically astute, and demonstrate good critical thinking abilities.

The desired candidate should be able to keep the "big picture" foremost in mind. He/She should have excellent organizational skills and work well in a multi-task environment with a need to prioritize and make decisions in a timely manner. The new Administrator will work to build trust and strengthen relationships with the community, and other stakeholders. He/She will be accessible and responsive to the public, elected officials, and City staff, and they should also have a proven track-record of providing excellent customer service.

The City is looking for a people-oriented team manager, as the Administrator will work with a variety of groups with varying personalities of common interests. The desired candidate will bring progressive management practices and provide a supportive work environment where staff can work with independence, but remain accountable for their areas of responsibility. The selected candidate will be receptive of new ideas and encourage creative solutions to complex problems. He/She will bring energy and enthusiasm to their leadership of the City and have an appropriate sense of humor.

The new Administrator should be seen as ethical, honest, and hardworking, while establishing an atmosphere of mutual respect and cooperation within the overall City organization. The selected candidate will be someone who keeps all parties well-informed and must be an effective communicator, both orally and in writing, as they will provide frequent presentations before community groups, boards and the City Council. They must be a good listener who consistently works well with personnel throughout all levels of the organization.

#### EXPERIENCE & EDUCATION

A Graduate degree in Public Administration, Business Administration, Management or closely related field is required.

Eight (8) years of relevant personnel, finance, City Manager/Administrator or closely related experience that includes five (5) years of management and/or supervision is required.

#### COMPENSATION

➤ **107,518 - \$150,629** DOQ

Medical insurance and prescription drug coverage  
Dental insurance  
Employee Assistance Program  
Employee Wellness Program  
Flexible Benefits Plan  
Term life insurance  
Short-term disability  
Long-term disability  
Deferred compensation  
Wyoming Retirement Program / ICMA  
Vehicle allowance  
Relocation allowance  
20 days vacation accrual per year  
10 holidays per year  
1 personal day per year  
Accrual of sick leave at 12 days per year  
Other Ancillary Benefits are available



*All qualified candidates are strongly encouraged to apply by **June 30, 2017**.*

*To apply, please send a completed application, cover letter, and resume to the City of Gillette Human Resources Department, 201 E. 5<sup>th</sup> Street, Gillette, WY 82716 or email to [humr@gillettewy.gov](mailto:humr@gillettewy.gov).*

*The City of Gillette is an Equal Opportunity Employer and conducts Pre-Employment Drug Screening.*



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

June 8, 2017 – 6:30 P.M.

ITEM #	AGENDA ITEM (CCPLB Governing Policies Manual Number or By-Laws) <i>NOTES IN GREEN – Guidance for the handling of the item.</i>				
1.	CALL TO ORDER/ATTENDANCE (2.5.10)				
2.	QUARTERLY COMMISSIONER'S MEETING AGENDA (refer to County provided agenda)				
3.	APPROVAL OF AGENDA (2.3.3)				
4.	APPROVAL OF MINUTES (2.3.3) for the A. May 11, 2017 Board meeting (ATTACHMENT "A")				
5.	CONSENT AGENDA (2.3.4). A. APPROVAL OF WARRANTS (ATTACHMENT "B")				
6.	CITIZEN INPUT (2.2.1)				
7.	MONITORING GENERAL MANAGER PERFORMANCE (4.4) A. MANAGEMENT PARAMETERS MONITORING (ATTACHMENT "C")				
	AGENDA ITEM #	POLICY #	TITLE	DUE DATE	DATE SUBMITTED
	i.	3.7	Emergency Management Succession (Annual Report)	June	6/1/17
	<p><i>"MOTION: that the Board approve that the General Manager's monitoring report on Policy #3.7, Emergency Mgmt. Succession (Annual Report) conveys (a) interpretations of the policy that are reasonable, and (b) that the data reasonably substantiates compliance with the Management Parameters policy provisions, consistent with the General Manager's interpretations."</i></p> <p><b>B. ENDS MONITORING:</b></p>				
AGENDA ITEM #	POLICY #	TITLE	DUE DATE	DATE SUBMITTED	
i.	1.0	Broadest End: Purpose (Annual Report)	June	6/1/17	



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

June 8, 2017 – 6:30 P.M.

	<p><i>"MOTION: that the Board approve that the General Manager's monitoring report on Ends Policy #1.0, Broadest End: Purpose, conveys (a) interpretations of the policy that are reasonable, and (b) that the data reasonably substantiates achievement of the Ends policy provisions, consistent with the General Manager's interpretations."</i></p>
8.	<p><b>BOARD PROCESS</b></p> <ul style="list-style-type: none"> <li>A. THEATER DEPARTMENT REPORT</li> <li>B. CITY OF GILLETTE EASEMENT EXHIBIT (ATTACHMENT "D")</li> <li>C. SPECIAL EVENTS ACCOUNT LANGUAGE</li> <li>D. FOLLOW UP ITEMS FROM PREVIOUS MEETING (2.3.3)             <ul style="list-style-type: none"> <li>i. New road for NHSFR update</li> </ul> </li> <li>E. CONTRACTING/PURCHASING DECISIONS (2.2.7): (no actions to be taken at this meeting)</li> </ul>
9.	<p><b>OPERATIONS REPORT/UPDATE (3.8.1.C)</b></p> <ul style="list-style-type: none"> <li>A. Items GM Foster will discuss:             <ul style="list-style-type: none"> <li>i. CAM-PLEX Metrics Report (ATTACHMENT "E")</li> <li>ii. FMCA Rally-Press Release (ATTACHMENT "F")</li> <li>iii. PGI Proposal</li> <li>iv. Street Fest Event Report</li> </ul> </li> </ul>
10.	<p><b>MATTERS FOR NOTING:</b></p> <ul style="list-style-type: none"> <li>A. MAJOR CORRESPONDENCE: (None)</li> <li>B. BOARD CALENDAR: (ATTACHMENT "G")             <ul style="list-style-type: none"> <li>i. Upcoming Board Meetings:                 <ul style="list-style-type: none"> <li>a. July 6, 2017 at 6:30 p.m. (Workshop at 6:00 p.m.) <b>Special meeting date &amp; time due to NHSFR</b></li> <li>b. August 10, 2017 at 6:30 p.m. (Workshop at 6:00 p.m.)</li> </ul> </li> <li>ii. Other meetings/events: (none)                 <ul style="list-style-type: none"> <li>a. July 19, 2017 at 6:00 p.m. Governor's Reception during the NHSFR.</li> </ul> </li> </ul> </li> </ul>



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

June 8, 2017 – 6:30 P.M.

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	<b>C. SUMMARY OF FOLLOW-UP ITEMS:</b> (items from this meeting to be followed up at the next meeting)
11.	<b>BOARD MEETING EVALUATION (2.1.8)</b> - Board members will share observations/opinions as to: <ul style="list-style-type: none"><li>• what worked really well at this meeting?</li><li>• what we could have done to make it more productive?</li></ul>
12.	<b>ADJOURNMENT</b>

## Campbell County Public Land Board (CCPLB)

## Meeting Minutes

May 11, 2017

<b>Board Members</b>	<b>Staff</b>
<b>Present:</b> Mary Silvernell, Marilyn Mackey, Don Hamm, Duane Evenson, Peter Reno, Shawn Lesmeister <b>Absent:</b> Skyler Pownall	<b>Present:</b> Paul Foster, Mark Smith, Kathy Ashton
<b>Legal Counsel</b>	<b>Guests</b>
<b>Present:</b> Frank Stevens	<b>Present:</b> Matt Avery <i>County Liaison</i> ; Billy Montgomery <i>City Liaison</i> ; Patrick Filbin representing the <i>News-Record</i>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	Call to Order/Attendance	The meeting was called to order at 6:33 PM MDT on May 11, 2017, by Chair Mary Silvernell.		
2.	Approval of Agenda	A. The May 11, 2017 agenda was reviewed and revised. The following two topics were inserted in Board Process: J. Wyoming Center Trust Fund Request and K. Ice Operations in Spirit Hall. The first topic under "Follow up items from the previous meeting: Administrative Leave policy" was removed.	Mrs. Mackey made a motion to approve the revised May 11, 2017 agenda. Mr. Hamm seconded the motion and it passed unanimously.	
3.	Approval of Minutes	The April 13, 2017 CCPLB meeting minutes were reviewed.	Mr. Evenson made a motion to approve the April 13, 2017 meeting minutes as presented. Mr. Lesmeister seconded the motion and it passed unanimously.	
4.	Consent Agenda	A. Approval of Warrants: The Warrants for the May 11, 2017 meeting were reviewed. - April 2017 Accounts Payable Voucher Numbers 46230-46315 (General Fund/Special Events) in the amount of \$84,277.00. - April 2017 Manual Purchase Order Numbers 9567-9584 in the amount of \$139,540.34. - April 2017 Payroll Warrants in the amount of \$179,440.31 for the period of 3/26/2017-4/22/2017.	Mrs. Mackey made a motion to approve the May 11, 2017 warrants as presented. Mr. Lesmeister seconded the motion and it passed unanimously.	
5.	Citizen Input	None		



	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>iv. Treasurer</p> <p>B. The Board discussed the Resolution for Operations Reserve Fund.</p> <ul style="list-style-type: none"> <li>• The group had a dialog they would still like to see the amount in this fund lowered from \$10 million to \$5 million. Anything over the \$5 million could then be used with the approval of the funding entities for CAM-PLEX projects.</li> <li>• Mr. Foster informed the Board the yearly approval at a meeting is necessary per the Resolution.</li> <li>• The Board would like this subject to be added to the agenda 3 months from now for further discussion.</li> </ul> <p>C. The Board appointed legal counsel for June 2017 to May 2018.</p>	<p>Board cast a unanimous ballot for Mr. Evenson. Mr. Lesmeister seconded the motion and it passed unanimously.</p> <p>Aiv. Mr. Evenson made a motion to nominate Mr. Pownall as Treasurer. Mrs. Mackey seconded the motion. Mr. Evenson made a motion nominations cease and the Board cast a unanimous ballot for Mr. Pownall. Mrs. Mackey seconded the motion and it passed unanimously.</p> <p>B. Mr. Hamm made a motion to approve the renewal of the Resolution for Operations Reserve Fund. Mr. Evenson seconded the motion. Mr. Evenson moved to table for 3 months and Mr. Hamm seconded. Mr. Evenson and Mr. Hamm withdrew the motions to table. Motion to approve the renewal of the Resolution for Operations Reserve Fund passed unanimously.</p> <p>C. Mr. Hamm made a motion to appoint Stevens, Edwards, Hallock, and Carpenter as legal counsel for the Campbell County Public Land Board with Frank Stevens as the personal representative from that firm. Mr. Lesmeister seconded the motion and it passed unanimously.</p>	<p>B. Add Resolution for Operations Reserve Fund proposed changes to August agenda.</p>

ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
	<p>D. The Board designated the official newspaper.</p> <p>E. The Board designated financial institutions to be the official depositories for the Campbell County Public Land Board.</p> <ul style="list-style-type: none"> <li>• Board members present signed and gave a Financial Disclosure Statement to Chairman Silvernell.</li> </ul> <p>F. Committee Assignments:</p> <ol style="list-style-type: none"> <li>i. Governance Committee (2.7.1 C)-The Board to appoint two members along with Vice-Chair Hamm to this committee.</li> <li>ii. Community Linkage Committee (2.7.2 C)-The Board to appoint 3 members including Chair Silvernell to this committee. <ul style="list-style-type: none"> <li>o The Board recommended committee assignments in July after new members are assigned from the funding entities in June.</li> </ul> </li> </ol>	<p>D. Mrs. Mackey made a motion to appoint The Gillette News-Record as the official newspaper for the Campbell County Public Land Board for June 2017 to May 2018. Mr. Reno seconded the motion and it passed unanimously.</p> <p>E. Mr. Evenson made a motion to that the Board designate American National Bank, Bank of Gillette-Branch of Buffalo Federal Savings Bank, Bank of the West, Campco Federal Credit Union, First Interstate Bank of Gillette, First National Bank of Gillette, First Northern Bank of Wyoming, High Mark Federal Credit Union, Pinnacle Bank, Security State Bank, State Farm Bank, US Bank, Wells Fargo Bank NA, the Wyoming Government Investment Fund, and the Wyoming Treasury as the official depositories for the Campbell County Public Land Board. Mr. Lesmeister seconded the motion and it passed unanimously.</p> <p>F. Mr. Hamm made a motion to change CCPLB Policy 2.7 Board Committee Structure to assign members at July meetings after new members join the Board. Mrs. Mackey seconded the motion and it passed unanimously</p>	<p>E. Mr. Pownall needs to submit Financial Disclosure.</p> <p>F. Assign committee members in July meetings after new members are appointed and make the date change in the CCPLB Policy Manual.</p>

		<p>G. The City of Gillette Utilities MOU was reviewed.</p> <ul style="list-style-type: none"> <li>• Mr. Stevens met with the City regarding the MOU. The 2<sup>nd</sup> paragraph outlines the MOU would govern existing lines and benefit both CAM-PLEX and the City. Formal recordings would be unnecessary and costly and having an MOU would expedite future processes. Mr. Stevens will present the final product to the Board. Mr. Stevens also noted the MOU would address future lines in the agreement.</li> </ul> <p>H. Mr. Foster reviewed the update letter from Black Hills Corp for the CAM-PLEX Impoundment Pond included in the Packet.</p> <p>I. The Board discussed adding the following agenda items for the June Quarterly meeting with the Commissioners.</p> <ul style="list-style-type: none"> <li>• \$10 million discussion</li> <li>• NHSFR report</li> <li>• Any projects that may need funding.</li> <li>• NHSFR road project</li> </ul> <p>J. Wyoming Center Trust Fund Request.</p> <ul style="list-style-type: none"> <li>• Mr. Foster handed out two proposals to the Board to repair chiller units in the Wyoming Center. The kits to do this fix are no longer available and the required programming cannot be done in-house. Mr. Foster is requesting to use Wyoming Center Funds to repair chillers.</li> </ul> <p>K. Mr. Foster distributed a letter from Campbell County Park &amp; Recreation Department regarding ice operations in Spirit Hall.</p> <p>L. Follow up items from the previous meeting:</p> <ol style="list-style-type: none"> <li>i. Administrative Leave Policy was addressed in the Governance Committee.</li> <li>ii. Website funding follow-up. WAC has 4 types of grants and the website did not fit criteria. AIE grant would not have been eligible if staff applied for WAC grant. Receiving funding from a sponsor was problematic, as the site would basically be theirs if they funded the entire site.</li> </ol>	<p>G. Mr. Evenson made a motion to move forward in preparing an MOU that will outline easement access as presented. Mrs. Mackey seconded the motion. Mary Silvernell, Marilyn Mackey, Duane Evenson, Don Hamm Shawn Lesmeister approved the motion. Peter Reno opposed.</p> <p>J. Mrs. Mackey made a motion to use the Wyoming Center Trust Fund to replace and repair chiller parts and to award the project to Powder River Heating and Air Conditioning in the amount of \$12,335.00. Mr. Hamm seconded the motion and it passed unanimously</p> <p>K. Mr. Evenson made a motion to allow CCPR ice operations in Spirit Hall to begin August 21, 2017. Mr. Lesmeister seconded the motion and it passed unanimously.</p>	<p>G. Mr. Stevens will present final Gillette Utilities MOU to the Board.</p> <p>I. Mrs. Silvernell will contact Sandra Beeman with agenda items.</p>
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		<p>iii. The website RFP included in the packet was discussed. Mr. Foster stated Mr. Mike Porter with the City assisted staff on the website project. Mr. Foster briefed the Board as to what the RFP entailed, ensured all components needed for an effective website are included, and that it will be a competitive RFP process. Comments from the Board included the following:</p> <ul style="list-style-type: none"> <li>o Members want to make sure funding commitments are in place from both funding entities prior to the RFP process beginning.</li> <li>o The Board discussed paying for a new website using the Special Events Account or the Operations Reserve Fund. Either choice, the Board would be requesting approval from funding entities.</li> <li>o Mr. Stevens stated the current Special Event language gives the Board permission to use these funds now for this project if approved by the City and County.</li> <li>o Current Operations Reserve Fund has a \$10 million cap before funds can be used. The Board discussed revising the language to a \$5 million cap. After over 30 years the current balance is \$5,091,718.36. If the \$5 million cap was approved, the overage could be used by the Board with funding entities approval on projects-such as the website. Unused Special Event Funds get rolled over into the Operations Reserve Fund where low interest is accrued. The Board would like language to address the core \$5 million and what the overage money could be used for. The language would need to outline specifics for future Boards and include oversight from funding entities, so all involved would be comfortable. Special Event Funds would still go into the Reserve Fund to continue to grow that account to keep interest growing. CAM-PLEX is an aging facility that is falling behind. The ability to use funds now would help keep this facility up and help in these economic hard times. The Board would like to use these funds and propose to the City &amp; County that partial funding for any future improvement projects.</li> </ul>	<p>Liii. Mr. Evenson made a motion to approve the RFP with corrections as noted by Mr. Foster with a new timeline when we have funding in place. Mrs. Mackey seconded the motion and it passed unanimously.</p>	<p>Liii. Mr. Foster will correct Page 2 and remove the cost amount on Page 5 from the RFP.</p> <p>Delay RFP until funding from both entities can be finalized.</p>
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	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<ul style="list-style-type: none"> <li>○ RFP proposal was planned to send out May 12 and the returned proposals to be submitted for approval at the June meeting per Mr. Foster. Time line with companies for a working website was a 6-month process.</li> <li>○ The Board would like the funding agencies to be approached to use the Special Event Account or Operations Reserve Funds.</li> </ul> <p>M. There was no contracting or purchasing decisions at this meeting.</p>		
8.	Operation Report/Update	<p>A. GM Paul Foster discussed the following items:</p> <ul style="list-style-type: none"> <li>i. CAM-PLEX Metrics were reported: <ul style="list-style-type: none"> <li>○ Mr. Foster summarized the data with the group. Some of the event numbers went down and customer surveys increased. Marketing is coming up with ideas to increase local events. Staff is making direct contact with organizers if they are indicating cancellations. Incentives to book right after events are also being discussed. Marketing &amp; Theater are teaming up on popular events.</li> <li>○ This survey is not weighted based on the size of the event.</li> </ul> </li> <li>ii. The CAM-PLEX employee survey results were summarized by Mr. Foster. <ul style="list-style-type: none"> <li>○ This survey was compared to 2015 survey. Some employee comments were extracted for presentation. Some of the big concerns reported: need for more efficiency, management and supervisor trust needs improving, the need to improve communication to increase efficiency. Budget was a concern along with needing more events with a simple, logical event process. Coworkers trust improved.</li> <li>○ Responses noted from the survey: exhaust every resource before event cancels, changing the popular entertainment process, more visibility at events from GM and management team, increased communication-SharePoint, local event promotion, we are doing more with less. Mr. Foster would like to survey annually.</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>ii. Employee survey will be distributed to any CCPLB Member requesting it.</li> </ul>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<ul style="list-style-type: none"> <li>o Mrs. Silvernell asked members if they would like to see the raw data.</li> <li>iii. The Popular Events process letter included in the packet was discussed.               <ul style="list-style-type: none"> <li>o Mr. Foster expressed it is time to resume popular events following the guidelines in the memo. Marketing and Theater will collaborate. Marketing will focus on recruitment and Theater has the production knowledge. Staff would like to obtain 2-3 over the next year. More focus will take place after rodeo.</li> </ul> </li> </ul>		
9.	<b>Matters for Noting Board Meeting</b>	<p><b>A. Major Correspondence (NONE)</b></p> <p><b>B. Board Calendar:</b></p> <ul style="list-style-type: none"> <li>ia. The June CCPLB meeting will be at 6:30 p.m. on June 8, 2017 with the Quarterly Commissioners Meeting at 6:00 p.m.</li> <li>ib. The July 6, 2017 CCPLB meeting is scheduled early because of the NHSFR at 6:30 p.m. with the pre-meeting workshop at 6:00 p.m.</li> </ul> <p><b>C. Other Meetings: Governor's Reception during NHSFR will be at 6:00 p.m. in the V.I.P. tent in Morningside Park Wednesday, July 19 (add to their calendar) invitation will be sent.</b></p> <p><b>D. Summary of Follow-Up Items: Actions to be taken noted.</b></p>		
10.	<b>Evaluation</b>	Board members were grateful for the good hors devours!		
11.	<b>Adjournment</b>	Meeting was adjourned at 7:58 PM MDT		

Respectfully submitted,

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Duane Evenson, Secretary



**ATTACHMENT B**

**CCPLB MEMBERS WILL BE E-MAILED**

**WARRANTS**

**FOR THIS MONTH'S**

**APPROVAL**

**PRIOR TO MEETING.**

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# Campbell County Public Land Board

## MONITORING REPORT

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**TO:** Campbell County Public Land Board Members

**FROM:** Paul Foster, CAM-PLEX General Manager

**RE:** Annual Monitoring Report on **Policy 3.7 Emergency Management Succession**

**DATE:** June 1, 2017

I hereby present my monitoring report on the Management Parameters Policy 3.7 "Emergency Management Succession" in accordance with the monitoring schedule set forth in Board Policy. I certify that the information contained in this report is accurate through June 1, 2017.

A handwritten signature in blue ink, appearing to read "Paul Foster", with a stylized flourish at the end.

**SIGNED:**

---

**ANY CHANGES SINCE THE LAST SUBMITTAL OF THIS REPORT HAVE BEEN PRINTED IN RED FOR YOUR CONVENIENCE.**

**BROADEST POLICY PROVISION:** The General Manager will not operate without management succession planning processes to facilitate smooth and competent operation of the organization during key personnel transitions.

**GENERAL MANAGER INTERPRETATION:** I interpret this policy as requiring that a process be in place ensuring no material disruption to operations resulting from departure of key personnel from positions at CAM-PLEX. For purposes of this policy, I interpret the "key personnel" positions (other than the General Manager, which is addressed in the subsequent policy provision) to include:

- The Operations Manager, Greg Rook
- The Comptroller, ReNae Keuck
- The Marketing Manager, Mark Smith
- The Heritage Center Theater Manager, Jaymi Gilmour

**REPORT:** Having "bench strength" among the key personnel is a priority that was neglected prior to my arrival as General Manager. Strengthening our core management team has been a key focus since I joined CAM-PLEX. As part of our progress, this performance expectation, was added by the Board to our policies. Each of the key personnel positions will attend staff meetings where team members discuss their job duties, responsibilities, and specific job challenges. This exposure helps, but we need to add additional resources to ensure progress of people in existing leaderships roles. Currently, each of our departments have some vulnerability to operational disruption if we had sudden loss of the department

heads. I am working with each manager to develop and implement plans to strengthen the capabilities of at least one direct report. I will use specific job training based on areas of responsibility, supervisory training, management training, and staff development training to prepare these employees for succession. We will make progress in these areas in the coming months and will nurture relationships to develop competent employees in each department who are ready to assume these roles. **I REPORT COMPLIANCE.**

**POLICY PROVISION A:** The General Manager will not have less than two (2) other members of the management team sufficiently familiar with Board and General Manager issues and processes to enable either to take over with reasonable proficiency as an interim successor.

**GENERAL MANAGER INTERPRETATION:** I have an obligation to ensure at least two members of the management team have the capability of filling in as interim General Manager, (as may be designated) by the Campbell County Public Land Board if I become unavailable. This capability is to guide and lead the operational organization, and to support and communicate with the Board, including the ability to fulfill Board expectations and comply with fulfillment of Board's Ends Policies and Management Parameters. Long-term I would hope to build our team so there would be strong internal candidate(s) for a future General Manager, this policy is interpreted solely as applying to short-term or interim appointment by the Board.

**REPORT:** Greg Rook, the Operations Manager, and ReNae Keuck, the Comptroller, have extensive experience on the daily operations and management of CAM-PLEX. The three of us work closely together and over the past two years have collaborated extensively in developing our strategic and operational plans. Both have attended and conducted Board meetings, both are familiar with and have read the Governing Policies Manual, and both have worked with me on the generation of Monitoring Reports and other formal Board communications. They both have a working knowledge of our largest events and how they operate. In my estimation both ReNae and Greg have sufficient skills and capabilities to be appointed as interim General Manager if I became unavailable. To facilitate a smooth transition and to create confidence, I hold periodic individual meetings with both ReNae and Greg to update them on governance priorities, organizational issues, and relevant management information. Only pertinent information is shared and discussed. **I REPORT COMPLIANCE.**

# Campbell County Public Land Board

## MONITORING REPORT

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TO: Campbell County Public Land Board Members

FROM: Paul Foster, CAM-PLEX General Manager



RE: Annual Monitoring Report on **Policy 1.0 Broadest Ends Statement**

DATE: June 1, 2017

I hereby present my monitoring report on your Management Parameters Policy 1.0 "**Broadest Ends Statement**" in accordance with the monitoring schedule set forth in Board Policy. I certify that the information contained in this report is true as of June 1, 2017.

A handwritten signature in blue ink, appearing to read "Paul Foster", is written over a light blue grid background.

SIGNED:

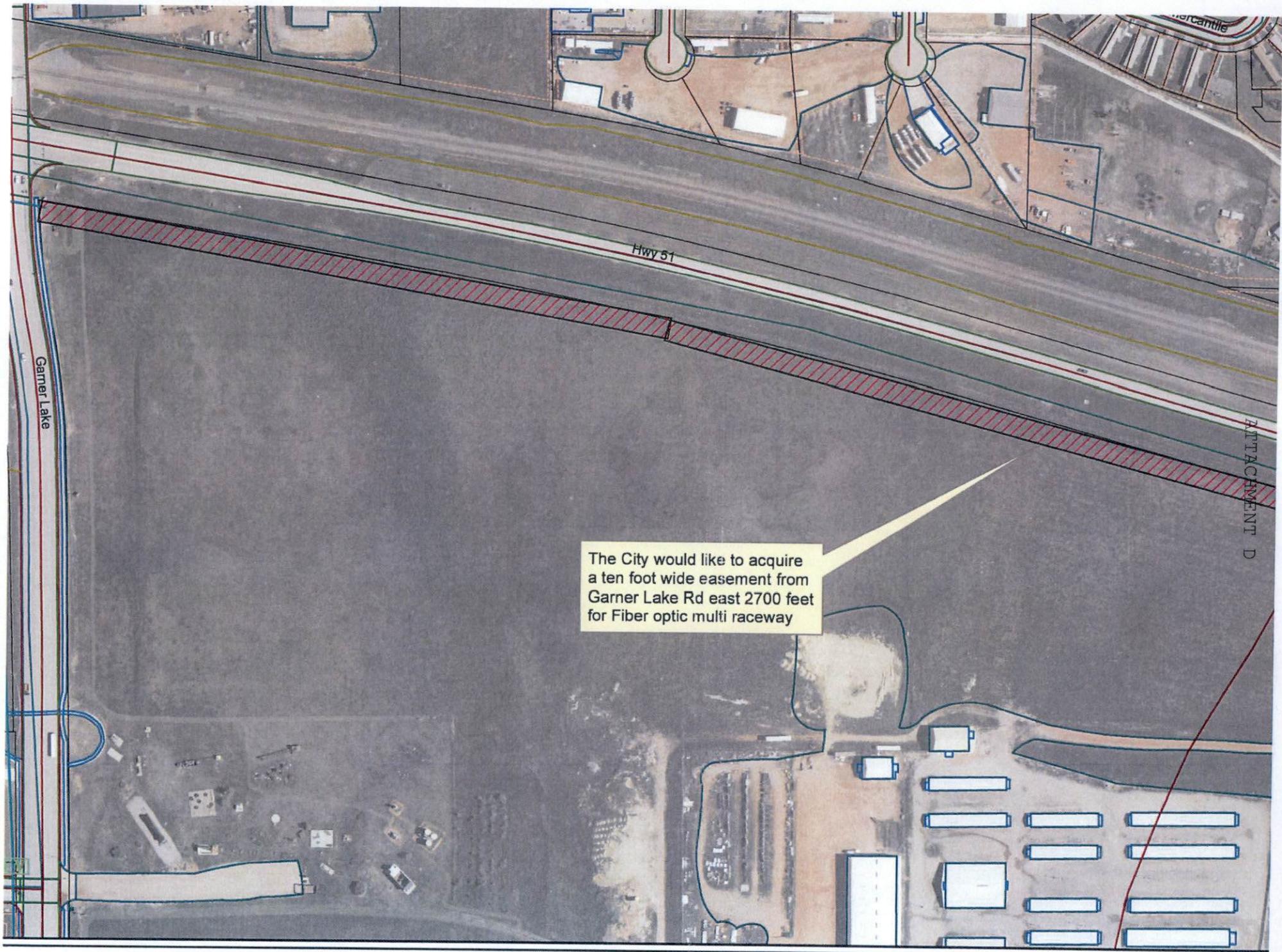
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**ANY CHANGES SINCE THE LAST SUBMITTAL OF THIS REPORT HAVE BEEN PRINTED IN RED FOR YOUR CONVENIENCE.**

**BROADEST POLICY PROVISION:** *CAM-PLEX's Purpose: A Premier Multi-Purpose Venue at Which Citizens Experience Diverse Educational, Cultural and Entertainment Events and Attractions, Enhancing Economic Vitality in Campbell County (with results optimizing use of available resources)*

**GENERAL MANAGER INTERPRETATION:** My interpretation of this provision is accurately reflected in the Board's Priority Results provisions 1, 2 and 3 that follow the Broadest Ends Statement. This policy provision is the "bottom line" of why CAM-PLEX exists. All our time, energy, and effort are directed at fulfilling and achieving this Ends Statement. **Simply stated, every tactic and work related task should help to fulfill and magnify this statement.** If it does not fit that criteria it is not essential.

**REPORT:** I look at this statement as defining CAM-PLEX's purpose. I have spent the past year orchestrating work to achieve the ends outlined in the Ends policy. (Priority Results 1, 2 and 3) As reported each month, we are making positive progress. As I look at the "big picture" view and anticipate the work we need to accomplish in the coming year, I see the Ends Statements continuing to act as the framework to accomplish our goals. Currently, our Ends Policy Statement addresses all our organizational priorities. I am focusing the attention of our organization on simplifying our tasks to increase productivity, generating more events and public recognition through targeted marketing efforts, updating and maintaining our facilities, and increased emphasis on CAM-PLEX team development. The Board has clearly outlined these expectations through the Ends Policy Statements and we are making progress. I REPORT COMPLIANCE.



The City would like to acquire a ten foot wide easement from Garner Lake Rd east 2700 feet for Fiber optic multi raceway

ATTACHMENT D



# CAM-PLEX Metrics – May 2017

## Metrics and Goals

Metrics	Goal	Actuals
Total event days	+ 5%	72
User Set-up/Tear Down days		25
Event Retention	TBD	32/8 for 25%
New Event Booking		13/0 for 0%
Customer Satisfaction Score (Very Satisfied)	TBD	77.14%
Operational Plan Progress	TBD	Completed 47% Off Track 7% On Track 20% Postponed 26%

## Highlights

What's the story to tell about what is happening?

- Event days are way up. May is a busy month for us.
- Larger events for set-up/tear-down: Gillette High School Rodeo, Live 2 Dance, Rotary Ball, Barrel Races.
- New Event Booking. We had our first zero!
- Survey: Since Jan. 1, 90 were sent 36 were returned.
- Ops Plan Progress: No much movement.
- We have received great customer feedback on our May events.

## Response

Based on what is happening, what is our response?

- I will implement marketing tactics such as promotions and discounts to entice more local events.
- I am focusing our new marketing collateral on our benefits, strengths, and excellent customer service.
- I have started to recruit Popular Entertainment Events.
- I am creating more CAM-PLEX events like Garage Sale, and Street Fest for the community to attend.

## Look Forward

What is, or needs to be, on our radar?

- I have met with CAM-PLEX staff about local marketing efforts, more CAM-PLEX events, and new marketing collateral. I will implement valid ideas from these meetings.
- I will follow up on new ideas, implement necessary changes, and report progress.

## Family Motor Coach Association Plans Return Visit To Wyoming

---

### FMCA will host its 98th International Convention & RV Expo in Gillette, Wyo., July 18 through 21, 2018.

Cincinnati, Ohio (PRWEB) May 17, 2017

Family Motor Coach Association (FMCA), an international organization for motorhome owners, has announced plans to hold its 98th International Convention & RV Expo at Cam-Plex Multi-Event Facilities in Gillette, Wyoming. The dates for the event are July 18 through 21, 2018.

FMCA first held an international convention at Cam-Plex in June 2013, when 2,639 motorhomes gathered at the facility to enjoy a broad range of activities. The Cincinnati, Ohio-based association celebrated its 50th anniversary during that get-together.

FMCA international conventions include an RV Expo that showcases the latest motorhomes, as well as booths filled with a wealth of RV-related accessories, components and supplies, plus companies offering services RVers need and want.

"Attending an FMCA convention is a great way to check out the latest motorhomes and RV products," FMCA national president Charlie Adcock said. "Not only that, but it's a fantastic way to learn more about the RV lifestyle, with RV experts presenting seminars about a variety of topics. I'd be leaving out my favorite part, though, if I didn't mention how much fun it is to spend time with other RV enthusiasts. I love getting together with friends I've made at past events and meeting new people, too."

Set in northeastern Wyoming, Cam-Plex encompasses more than 1,000 acres of land — plenty of room for parking RVs — and boasts a number of large climate-controlled buildings that make it ideal for an FMCA International Convention and RV Expo. The RV-friendly facility also has 1,730 RV sites with various types of hookups, including 1,146 full-service sites and 584 sites with water and electric, plus general parking spots.

Cam-Plex also is ideal for a gathering of RVers because of its relatively close proximity to a number of national parks and monuments, the closest being Devils Tower National Monument, which is approximately an hour's drive away from Gillette.

"Families can plan vacations around the FMCA event and explore all that the western United States has to offer, either on their way to the convention or on their way back home," said Jon Walker, FMCA national senior vice president, and chairman of the FMCA Convention Committee.

Registration for the event in Gillette will begin on January 10, 2018. Owners of all types of RVs are invited to attend, and various registration options will be offered.

RVers need not wait until then to join the fun. FMCA currently is accepting registrations for its July 12 through 15, 2017, event in Indianapolis, Indiana. And registration for FMCA's 97th International Convention and RV Expo — scheduled for March 15 through 18, 2018, in Perry, Georgia — will begin on September 13.

To register, or for more information, visit [FMCA.com](http://FMCA.com) or call (800) 543-3622 or (513) 474-3622.

Family Motor Coach Association (FMCA) is an international organization for families who own and enjoy the use of self-contained, motorized recreation vehicles known as motorhomes. The association maintains its national headquarters in Cincinnati, Ohio, and currently has more than 70,000 active member families. FMCA offers its members a number of benefits, including a subscription to its monthly magazine, *Family Motor Coaching*; a medical emergency and travel assistance program valued at \$105 per family; a tire purchasing program; group rates on a roadside assistance program and on motorhome and auto insurance; and discounted rates for RV tours and caravans. Perhaps the most important benefit of FMCA membership is the camaraderie and

friendships that develop among people enjoying the common interest of motorhome travel and recreation. The organization can be reached at (513) 474-3622 or (800) 543-3622 and on the web at FMCA.com.

**Contact:**

Pamela Kay  
Director of Communications, Publishing  
(800) 543-3622 or (513) 474-3622  
pkay@fmca.com

# July 2017

July 2017						
Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 25	26	27	28	29	30	Jul 1
2	3	4	5	6 6:00pm CCPLB Workshop; 6:30 CCPLB Board Meeting (Board Room) - Kathy	7	8
9	10	11	12	13 12:00pm	14 NHSFR Contestant Check-In Begins	15
16 NHSFR Contestant Check	17	18	19 6:00pm Gov's Reception	20	21	22
NHSFR 9AM & 7PM Daily Performances						
23	24	25	26	27	28	29
30	31	Aug 1	2	3	4	5

# August 2017

August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 30	31	Aug 1	2	3	4	5
6	7	8	9	10 6:00pm CCPLB Workshop; 6:30 CCPLB Board Meeting (Board Room) - Kathy Ashton	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	Sep 1	2



Gillette, Wright, Campbell County Fire  
Protection Joint Powers  
Board of Directors  
June 7, 2017 Business Meeting  
Station 9, Community Room

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GWCCFPJPB Meeting  
Meeting at 6:00 p.m.  
June 7, 2017  
Gillette, Wright, Campbell County  
Joint Powers Fire Board of Directors  
Business Meeting  
June 7, 2017 - Attendance

**ATTENDANCE**

Board Members:

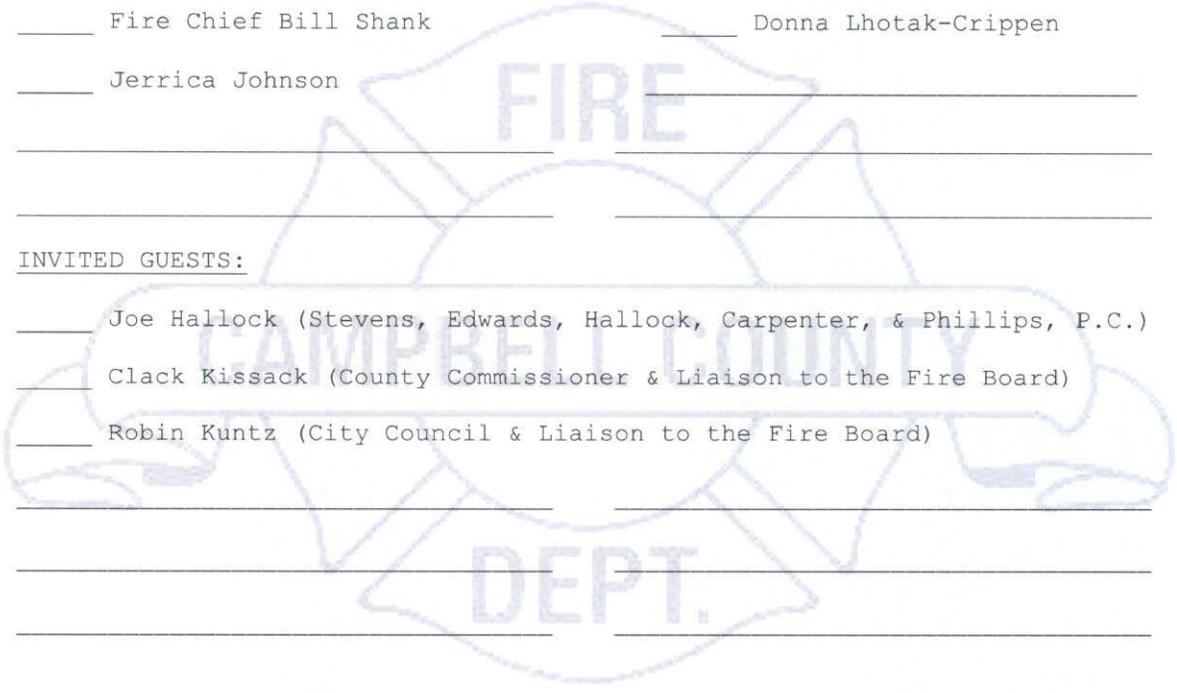
- |                       |                   |
|-----------------------|-------------------|
| _____ Cory Bryngelson | _____ Ryan Gross  |
| _____ Lisa Finkey     | _____ Damon Hart  |
| _____ Ron Holmes      | _____ Chuck Davis |
| _____ Mike Shober     |                   |

INVITED STAFF MEMBERS:

- |                             |                            |
|-----------------------------|----------------------------|
| _____ Fire Chief Bill Shank | _____ Donna Lhotak-Crippen |
| _____ Jerrica Johnson       | _____                      |
| _____                       | _____                      |
| _____                       | _____                      |

INVITED GUESTS:

- \_\_\_\_\_ Joe Hallock (Stevens, Edwards, Hallock, Carpenter, & Phillips, P.C.)  
\_\_\_\_\_ Clack Kissack (County Commissioner & Liaison to the Fire Board)  
\_\_\_\_\_ Robin Kuntz (City Council & Liaison to the Fire Board)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_





Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS  
June 7, 2017

**1. CALL TO ORDER**

The Meeting was called to order at \_\_\_\_\_ hours  
by \_\_\_\_\_.

**2. WELCOME AND INTRODUCTIONS**

Guests:

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**3. BUSINESS ADDITIONS AND DELETIONS:**

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**3.1 Approve the agenda**

**3.1.1 Approve agenda as amended (if needed)**



#### 4. PUBLIC COMMENTS

#### 5. CONSENT AGENDA:

##### 5.1 Consent Agenda Approval Items:

###### 5.1.1 Regular Board Meeting Minutes

JOINT POWERS FIRE BOARD OF  
DIRECTORS' MEETING MINUTES  
May 10, 2017

**ATTENDANCE:** Chuck Davis, Lisa Finkey, Damon Hart, Mike Shober, and Cory Bryngelson.

**STAFF and GUESTS:** Chief William Shank, Donna Lhotak-Crippen, Legal Counsel Joe Hallock, and County Liaison Commissioner Clark Kissack.

#### PRE-MEETING

##### 1.0 CALL TO ORDER

Board Chairman, Cory Bryngelson called the meeting to order at 1736 hours at the Campbell County Fire Department Station 1 in Gillette, Wyoming.

##### 2.0 WELCOME AND INTRODUCTIONS

Chairman Bryngelson introduced the attendees who are listed above under the heading "Staff and Guests."

##### 3.0 BUSINESS ADDITIONS AND DELETIONS

###### 3.1. AGENDA APPROVAL

☛ Motion Lisa Finkey moved, seconded by Chuck Davis, to approve the meeting agenda as presented.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

#### 4. PUBLIC COMMENTS



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 ADMINISTRATIVE ITEMS  
 June 7, 2017 - Information/Discussion

5.1 APPROVE CONSENT AGENDA

6• Motion Lisa Finkey moved, seconded by Damon Hart to remove 5.1.4 Apparatus Driver Operator Policy from the consent agenda

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

6• Motion Lisa Finkey moved, seconded by Chuck Davis to approve the Consent Agenda as amended.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

6.1 MANUAL CHECKS

6• Motion Lisa Finkey moved, seconded by Chuck Davis, to approve payment of the Manual Checks totaling \$58,146.18

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

7.1.1 CASH POSITION

Donna Crippen stated that as of the end of the end of April our cash balance was \$95,031.85, but we received the County's 4th quarter operating first week of May so we are ok now.

7.1.2 FY 2016-2017 BUDGET VS ACTUAL

Everyone is spending their budgets with two months left in this fiscal year. Donna stated that next month we will have a better idea on where we stand with our cash at the end of the year.

7.1.3 SPECIAL PROJECT FUND DISCUSSION

Chief Shank stated that when he presented the idea of purchasing the tank it was premature. We need to have an agreement in place with the funding entities, before we move forward. Chief Shank suggested we table the idea of purchasing a new tank until we have an agreement before



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
ADMINISTRATIVE ITEMS  
June 7, 2017 - Information/Discussion

moving forward. Chief Shank also stated that there are other options we have in storage units if we do not purchase the tank.

#### 7.1.4 TECHNOLOGY POLICY

Lisa Finkey stated that this policy speaks for itself. This is the first time to the board, but has been reviewed by the policy committee and we have had pretty good discussions.

#### 7.1.5 PAY POLICY

#### 7.1.6 LIVE FIRE TRAINING

Lisa Finkey stated that Captain Borgialli designed this policy in great detail and will be submitted for his final project for his Managing Company Officer Program.

#### 7.2.1 CALL REVIEWS

Chief Shank stated that we had 139 calls for the month and out of that we had 3 structure fires. The first one was a barn down in Wright, 2nd was a chimney fire, and the last was a person that forgot they were cooking and his pan started on fire.

#### 7.2.2 TRAINING REPORT

- The Training Cadre met on May 2nd, Training needs were discussed for the remainder of the year. Apparatus Driver Operator was identified as a critical need.
- 41 members will be attending the EMS University on April 6-8th
- 5 members attended the Northern Wyoming Wildland Fire School in Buffalo
- Several Trainings were held for the Annual Wildland Refresher
- Captain Borgialli and Firefighter Tomer completed Trench Rescue training at the Texas A&M Fire & Emergency Service Training Facility in College Station, TX.
- Firefighter Sullivan completed the Highway Emergency Response Technician training at the Security and Emergency Response Training Center in Pueblo, Colorado
- CCFD Hazmat Team members trained with the Wyoming Division of Criminal Investigation (DCI) on response to clandestine drug events.
- S190/130 Basic Wildland Fire training was on Apr 28, 29 and 30th for the new recruits, any of the seasonals who needed and rural members.
- The 2017 Recruit Academy is in its 13th week. There are currently 10 recruits.
- CCFD will be holding joint training with CCH EMS for the upcoming airport drill. We have had several meetings and tabletop discussions. This will be a full-scale exercise
- Chief Izatt will be attending training in Colorado, which the topic was the sofa superstore in Charlotte that burned down.
- Chief Shank, Fox, Firefighter Clikeman and Donna will be attending Data Analysis Training in Colorado
- Chief Smith has provided fire safety/fire extinguisher training to several industries.
- January 1, 2017 thru April 30th, 2017 a total of 278 training sessions have been conducted for a total of 4583 man hours.



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 ADMINISTRATIVE ITEMS  
 June 7, 2017 - Information/Discussion

7.2.3 FACILITY UPDATES

Chief Shank stated that Pinetree Junction building should start around June 1st with a final completion in August.

Chief Shank also stated that we are waiting to see if the soil treatment at Station 9 is working. As of right now, the cracking has stopped. It is in the budget to have the carpet and tiles replaced.

GENERAL DISCUSSION ITEMS

Chief Shank brought forward the Wildland Discretionary Compensation. He stated that the levels are not attainable and should be reworked to a more realistic level. Chief Shank also stated that the description needs to cover the correct personnel. It was agreed that Chief Shank will rework this a bring back to the board at the next meeting.

7.3 CALENDAR OF UPCOMING EVENTS

Donna Crippen stated that she did forgot to change the meeting time to 5:30. Lisa Finkey suggestion leaving next meeting to 6:00 since it is in Wright.

Chief Shank stated he will not be in town on the 14th and suggested moving the meeting to the 7th.

Chief Shank also suggested not going to other stations because it is hard logistically (hearing, Meals, Etc).

8.1 BOARD ACTION ITEMS

☛ Motion Mike Shober moved, seconded by Damon Hart to move April's meeting from the 14th to the 7th.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

8.2 BOARD ACTION ITEMS

☛ Motion Lisa Finkey moved, seconded by Mike Shober to approve the Apparatus Driver Operator Policy as amended.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

RECESS

☛ Motion Lisa Finkey moved, seconded by Damon Hart to recess meeting at 1811 hours.

Cory Bryngelson	yes	Damon Hart	yes
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Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 ADMINISTRATIVE ITEMS  
 June 7, 2017 - Information/Discussion

Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

6• Motion Damon Hart moved, seconded by Lisa Finkey to reconvene meeting at 1817 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

9.0 EXECUTIVE SESSION

6• Motion Lisa Finkey moved, seconded by Chuck Davis to move into executive session at 1817 hours for Personnel matters.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

6• Motion Lisa Finkey moved, seconded by Chuck Davis to come out of executive session at 1905 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

6• Motion Chuck Davis moved, seconded by Mike Shober to reconvene meeting at 1905 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		

The motion carried.

10.1 EXECUTIVE MINUTES

6• Motion Mike Shober moved, seconded by Lisa Finkey to approve April 12, 2017 Executive Minutes.



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
ADMINISTRATIVE ITEMS  
June 7, 2017 - Information/Discussion

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		
The motion carried			

• Motion Lisa Finkey moved, seconded by Damon Hart to raise Chief Shank salary to \$102,000 effective May 14, 2017.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		
The motion carried			

#### 11.0 ADJOURNMENT

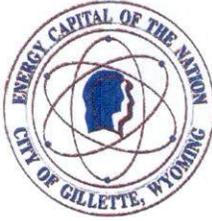
• Motion Damon Hart moved seconded by Mike Shober to adjourn meeting at 1907 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	absent
Lisa Finkey	yes	Mike Shober	yes
Ryan Gross	absent		
The motion carried.			

Respectfully Submitted,

\_\_\_\_\_  
Chairman Cory Bryngelson

\_\_\_\_\_  
Attest: Donna Lhotak-Crippen



# CITY OF GILLETTE

Development Services Department  
Building Inspection Division  
P.O. Box 3003 • Gillette, Wyoming 82717-3003  
Phone 307.686.5260  
www.gillettewy.gov

## MEMORANDUM

TO: Board of Examiners – Jaye Drake, Chairman; Dean Thompson, Vice-Chairman; John Alt, Chad Renken, Weston Scott, Dale Phipps, Scott Heibult, Todd Newlin, and Chris Weight.

CC: Administration  
Carter Napier, City Administrator  
Patrick Davidson, City Attorney  
Dustin Hamilton, P.E., Development Services Director  
Jim Brown, Deputy Building Official  
Kim King, Administrative Assistant

FROM: Ken Rogers, Chief Building Official

SUBJECT: Board of Examiners Regular Meeting – June 13, 2017

DATE: June 8, 2017

The Regular Meeting is scheduled for 12:30 p.m. on Tuesday, June 13, 2017 at City Hall, in the Community Conference Room, 2<sup>nd</sup> Floor. Lunch will be served at 12:00 p.m.

Enclosed please find the Meeting Agenda and Packet.

If you have questions or concerns prior to the meeting, please contact me.

Thank you.

<h1 style="transform: rotate(-15deg);">Agenda</h1>	<p style="text-align: center;"><b>BOARD OF EXAMINERS REGULAR MEETING</b></p> <p style="text-align: center;">June 13, 2017 12:00 p.m. to 2:00 p.m. City of Gillette – City Hall 2<sup>nd</sup> Floor Community Conference Room</p>
<p><b>Call to Order</b></p>	<p>Jaye Drake, Chairman</p>
<p><b>Approval of Minutes</b></p>	<p>Regular Meeting of May 9, 2017</p>
<p><b>Unfinished Business</b></p>	
<p><b>New Business</b></p>	
<p><b>Approval of Contractor License Applications</b></p>	<p>Review of Individual Contractor            ➤ O’Leary Home Repair/Home Systems</p> <p>Individual Trade License Applications</p> <p>Contractor License Applications (Class A, B, C, D, F and R)</p>
<p><b>Announcements</b></p>	<p>The next Regular Meeting will be on Tuesday, July 11, 2017.</p>
<p><b>Adjournment</b></p>	

BOARD OF EXAMINERS  
MEETING MINUTES

Regular

May 9, 2017

12:30 p.m.

Board Members present: Vice Chairman Dean Thompson, John Alt, Chad Renken, Dale Phipps, Scott Heibult, Todd Newlin, and Chris Weight.

Board Members Absent: Chairman Jaye Drake and Weston Scott.

Staff Members present: Dustin Hamilton, Development Services Director; Ken Rogers, Chief Building Official; Kim King, Administrative Assistant.

Staff Members Absent: Jim Brown, Deputy Building Official.

Dean Thompson, Vice Chairman, called the meeting to order.

Approval of Minutes

Vice Chairman Thompson called for approval of the April 11, 2017, Regular Meeting Minutes. It was moved by John Alt, seconded by Chris Weight to approve said Minutes. Roll was called on the motion with the following results. Board Members voting aye: Alt, Renken, Phipps, Heibult, Newlin, Weight, and Vice Chairman Thompson. Motion carried.

Unfinished Business

There was none.

New Business

There was none.

Individual Trade License Applications

The Board reviewed the following Individual Trade License Applications:

ANDERSON, DANIEL of RAPID CITY, SD • MASTER ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2606  
ARAGONEZ, HECTOR of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, CLIMATE SOLUTIONS LLC Lic# 2138  
ARAGONEZ, HECTOR of GILLETTE, WY • APPRENTICE HVAC TECH, CLIMATE SOLUTIONS LLC Lic# 2139  
BAUGHMAN, MICHAEL of GILLETTE, WY • MASTER GAS PIPEFITTER, LICENSE ACTIVE ONLY Lic# 2104  
BAUGHMAN, MICHAEL of GILLETTE, WY • MASTER PLUMBER, LICENSE ACTIVE ONLY Lic# 2105  
CONRAD, RICK of RAPID CITY, SD • JOURNEYMAN ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2198  
DAVIS, BRICE of GILLETTE, WY • JOURNEYMAN PLUMBER, JOE'S PLUMBING & HEATING INC Lic# 3178  
DAY, GARY of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, CAMPBELL COUNTY Lic# 2203  
DAY, GARY of GILLETTE, WY • JOURNEYMAN PLUMBER, CAMPBELL COUNTY Lic# 2204

DICKINSON, ALEXANDER of MILLS, WY • MASTER ELECTRICIAN, 307 ELECTRIC LLC Lic# 3190  
 DIETRICH, JEFFREY of RAPID CITY, SD • JOURNEYMAN ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2209  
 FISCHER, BRYAN of RAPID CITY, SD • JOURNEYMAN ELECTRICIAN, CONRAD'S BIG C SIGNS Lic# 2223  
 FORSHEE, JOSHUA of CLINTON, MT • JOURNEYMAN ELECTRICIAN, ANCHOR ELECTRIC CONTRACTING CORP Lic# 3185  
 GAGLIANO, JARED of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 2302  
 GAGLIANO, JARED of GILLETTE, WY • APPRENTICE HVAC TECH, BLACK HILLS GAS HOLDINGS, LLC Lic# 2303  
 GAGLIANO, JARED of GILLETTE, WY • APPRENTICE REFRIGERATION TECH, BLACK HILLS GAS HOLDINGS, LLC Lic# 2304  
 GIBSON, MICHAEL of CLINTON, MT • JOURNEYMAN ELECTRICIAN, ANCHOR ELECTRIC CONTRACTING CORP Lic# 3184  
 HEIMANN, TRAVIS of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, ELECTRICAL SPECIALISTS Lic# 2327  
 HENDERSHOT, BRYAN of GILLETTE, WY • MASTER PLUMBER, PLUMB TECH LLC Lic# 1728  
 JESPERSEN, JASON of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2340  
 JOHNSON, MICHAEL of ST CLOUD, MN • MASTER GAS PIPEFITTER, J-BERD MECHANICAL CONTRACTORS Lic# 2345  
 JOHNSON, MICHAEL of ST CLOUD, MN • MASTER PLUMBER, J-BERD MECHANICAL CONTRACTORS Lic# 2346  
 KEITHLY, BRIAN of DOUGLAS, WY • MASTER ELECTRICIAN, H & H ELECTRIC LLC Lic# 2960  
 KINTZ, NATE of GILLETTE, WY • MASTER GAS PIPEFITTER, CLIMATE SOLUTIONS LLC Lic# 1702  
 KINTZ, NATE of GILLETTE, WY • MASTER HVAC TECH, CLIMATE SOLUTIONS LLC Lic# 1703  
 KOSMA, JOSEPH JR of SHERIDAN, WY • MASTER HVAC TECH, KOSMA HEATING & A/C INC Lic# 1496  
 KOSMA, JOSEPH SR of SHERIDAN, WY • MASTER HVAC TECH, KOSMA HEATING & A/C INC Lic# 1495  
 LINK, JEFF of BILLINGS, MT • MASTER HVAC TECH, NORPAC SHEET METAL INC Lic# 1667  
 LOFTUS, JOHN of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3180  
 LOFTUS, JOHN of GILLETTE, WY • JOURNEYMAN PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3181  
 MAXWELL, CURTIS of DOUGLAS, WY • MASTER ELECTRICIAN, H & H ELECTRIC LLC Lic# 2961  
 MUSIC, FROSTY of SHERIDAN, WY • MASTER GAS PIPEFITTER, A PLUS PLUMBERS INC Lic# 2916  
 MUSIC, FROSTY of SHERIDAN, WY • MASTER PLUMBER, A PLUS PLUMBERS INC Lic# 2917  
 NETZLEY, TIMOTHY of CLINTON, MT • MASTER ELECTRICIAN, ANCHOR ELECTRIC CONTRACTING CORP Lic# 3183  
 OUZTS, RICHARD of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, CLIMATE SOLUTIONS LLC Lic# 1704  
 OUZTS, RICHARD of GILLETTE, WY • APPRENTICE HVAC TECH, CLIMATE SOLUTIONS LLC Lic# 1705  
 PETERSEN, MATTHEW of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2387  
 PETERSEN, MATTHEW of GILLETTE, WY • MASTER HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2388  
 PETROCCO, PAUL of SPEARFISH, SD • JOURNEYMAN ELECTRICIAN, PHAZE ELECTRIC INC Lic# 2263  
 PFEIL, RYAN of GILLETTE, WY • MASTER ELECTRICIAN, POWER SOLUTIONS LLC Lic# 1741

It was moved by Dale Phipps, seconded by Scott Heibult, to approve the above Individual Trade License Applications. Roll was called on the motion with the following results. Board Members voting aye: Phipps, Heibult, Newlin, Weight, Alt, and Vice Chairman Thompson. Board Members Renken abstained. Motion carried.

### Contractor License Applications

The Board reviewed the following Contractor License Applications (Class A, B, C, D, F and R):

307 ELECTRIC LLC of MILLS, WY • ALEX DICKINSON, ELECTRICAL  
 A C PAINTING AND DECORATION of GILLETTE, WY • MANUEL ARDON, TRIM CARPENTRY PAINT FLOORING  
 A C PAINTING AND DECORATION of GILLETTE, WY • MANUEL ARDON, WIND SIDING GUTTER GARAGE DOOR  
 AC CONCRETE LLC of GILLETTE, WY • BILLY LITTLE, NONSTRUCTURAL CONCRETE  
 A-LINE SEAMLESS GUTTERS LLC of SHERIDAN, WY • ANDY SIMS, WIND SIDING GUTTER GARAGE DOOR  
 ANCHOR ELECTRIC CONTRACTING CORP of CLINTON, MT • TIMOTHY NETZLEY, ELECTRICAL  
 ANDERSON PLUMBING LLC of GILLETTE, WY • BRANDON ANDERSON, GAS PIPEFITTER  
 ANDERSON PLUMBING LLC of GILLETTE, WY • BRANDON ANDERSON, PLUMBING  
 ASHER CONSTRUCTION LLC of GILLETTE, WY • STEVE ASHER, RESIDENTIAL CONTRACTOR  
 BARTON CONSTRUCTION INC of GILLETTE, WY • DAN BARTON, GENERAL CONTRACTOR  
 BERCH FINISH CARPENTRY of GILLETTE, WY • MIGUEL BERNAL, TRIM CARPENTRY PAINT FLOORING  
 BJORUM CONSTRUCTION of GILLETTE, WY • STEVE BJORUM, TRIM CARPENTRY PAINT FLOORING  
 BJORUM CONSTRUCTION of GILLETTE, WY • STEVE BJORUM, WIND SIDING GUTTER GARAGE DOOR  
 BLACKTOOTH HOME SERVICES of BUFFALO, WY • JEFFREY ALBRIGHT, GENERAL CONTRACTOR  
 BRIAN GABRIEL of GILLETTE, WY • BRIAN GABRIEL, TRIM CARPENTRY PAINT FLOORING

BRIAN GABRIEL of GILLETTE, WY • BRIAN GABRIEL, DRYWALL  
 CASPER FIRE EXTINGUISHER SERVICE of CASPER, WY • DAVID BAILEY, CHEMICAL FIRE SUPPRESSION  
 CLASSIC DRYWALL SYSTEMS INC of LEHI, UT • DUANE ANDERTON, DRYWALL  
 CLIMATE SOLUTIONS LLC of GILLETTE, WY • NATHAN KINTZ, MECHANICAL  
 CLIMATE SOLUTIONS LLC of GILLETTE, WY • NATHAN KINTZ, GAS PIPEFITTER  
 DDT EXTERIORS of GILLETTE, WY • DOSS TRASK, SHINGLE ROOFING  
 DDT EXTERIORS of GILLETTE, WY • DOSS TRASK, WIND SIDING GUTTER GARAGE DOOR  
 DRM INC of GILLETTE, WY • DON MCKILLOP, NONSTRUCTURAL CONCRETE  
 DRM INC of GILLETTE, WY • DON MCKILLOP, WATER & SEWER PIPELAYER  
 DRM INC of GILLETTE, WY • DON MCKILLOP, EXCAVATION & GRADING  
 EARTH WORK SOLUTIONS of GILLETTE, WY • TYLER MILLER, EXCAVATION & GRADING  
 EARTH WORK SOLUTIONS of GILLETTE, WY • TYLER MILLER, WATER & SEWER PIPELAYER  
 EARTH WORK SOLUTIONS of GILLETTE, WY • TYLER MILLER, NONSTRUCTURAL CONCRETE  
 FOUNDATION SUPPORT SYSTEMS OF WYOMING of GILLETTE, WY • PETE CARLSON, NONSTRUCTURAL CONCRETE  
 GEMINI ACOUSTICAL LLC of SIOUX FALLS, SD • TRICIA GARDNER, MISCELLANEOUS  
 GILLIAM CONSTRUCTION LLC of GILLETTE, WY • RICHARD GILLIAM, LANDSCAPING & FENCING  
 GILLIAM CONSTRUCTION LLC of GILLETTE, WY • RICHARD GILLIAM, NONSTRUCTURAL CONCRETE  
 GILLIAM CONSTRUCTION LLC of GILLETTE, WY • RICHARD GILLIAM, EXCAVATION & GRADING  
 GRANITE PEAK BUILDERS LLC of GILLETTE, WY • JIM BROWN, RESIDENTIAL CONTRACTOR  
 HELVEY'S PAINTING LLC of GILLETTE, WY • DANIEL HELVEY, TRIM CARPENTRY PAINT FLOORING  
 HIGH COUNTRY TREE SERVICE LLC of ROZET, WY • DAVE SHARKEY, LANDSCAPING & FENCING  
 J-BERD MECHANICAL CONTRACTORS of ST CLOUD, MN • MICHAEL JOHNSON, PLUMBING  
 J-BERD MECHANICAL CONTRACTORS of ST CLOUD, MN • MICHAEL JOHNSON, GAS PIPEFITTER  
 JDP SNOW REMOVAL of GILLETTE, WY • JOSEPH PETTIT, LANDSCAPING & FENCING  
 KENCO ENTERPRISES INC of OGDEN, UT • DIRK BAUWENS, FIRE ALARM SYSTEMS  
 KENCO ENTERPRISES INC of OGDEN, UT • DIRK BAUWENS, LOW VOLTAGE  
 KOSMA HEATING & A/C INC of SHERIDAN, WY • JOSEPH KOSMA JR, MECHANICAL  
 KUMELOS DESIGN & CONSTRUCTION of SUMMERSET, SD • TIM BRADY, MISCELLANEOUS  
 LAMBERT BUILDING CO LLC of GILLETTE, WY • ED LAMBERT, RESIDENTIAL CONTRACTOR  
 LANDSCAPES BY HOLCOMB of GILLETTE, WY • MICHAEL HOLCOMB, LANDSCAPING & FENCING  
 LEGACY KITCHEN AND BATH of GILLETTE, WY • BRUCE STEELE, TRIM CARPENTRY PAINT FLOORING  
 LINDBERG MASONRY INC of SUNDANCE, WY • DENNY LINDBERG, MASONRY (STRUC)  
 MJT CONSTRUCTION INC of EAGLE, ID • MIKE TEETER, GENERAL CONTRACTOR  
 MOUNTAIN VIEW BUILDING INC of SHERIDAN, WY • JASON SPIELMAN, WATER & SEWER PIPELAYER  
 MOUNTAIN VIEW BUILDING INC of SHERIDAN, WY • JASON SPIELMAN, GENERAL CONTRACTOR  
 NORPAC SHEET METAL INC of BILLINGS, MT • JEFF LINK, MECHANICAL  
 OAKWOOD CONSTRUCTION of OKEMOS, MI • CRAIG MOULTON, GENERAL CONTRACTOR  
 PEYROT BACKHOE SERVICE of GILLETTE, WY • ELDON PEYROT, EXCAVATION & GRADING  
 PLUMB TECH LLC of GILLETTE, WY • BRYAN HENDERSHOT, PLUMBING  
 POWDER RIVER CONSTRUCTION INC of GILLETTE, WY • DEAN THOMPSON, GENERAL CONTRACTOR  
 POWDER RIVER CONSTRUCTION INC of GILLETTE, WY • DEAN THOMPSON, WATER & SEWER PIPELAYER  
 POWER SOLUTIONS LLC of GILLETTE, WY • RYAN PFEIL, ELECTRICAL  
 R & A CONSTRUCTION of GILLETTE, WY • REYES DOMINGUEZ, NONSTRUCTURAL CONCRETE  
 R & A CONSTRUCTION of GILLETTE, WY • REYES DOMINGUEZ, LANDSCAPING & FENCING  
 R & A CONSTRUCTION of GILLETTE, WY • REYES DOMINGUEZ, TRIM CARPENTRY PAINT FLOORING  
 R & A CONSTRUCTION of GILLETTE, WY • REYES DOMINGUEZ, WIND SIDING GUTTER GARAGE DOOR  
 R & G ELECTRIC INC of GILLETTE, WY • RONALD WINTERHOLLER, SIGNAGE  
 REDLINE CONSTRUCTION LLC of GILLETTE, WY • EDUARDO MOLINA, GENERAL CONTRACTOR  
 REDLINE CONSTRUCTION LLC of GILLETTE, WY • EDUARDO MOLINA, WATER & SEWER PIPELAYER  
 ROBERT A MINOR of GILLETTE, WY • ROBERT A. MINOR, TRIM CARPENTRY PAINT FLOORING  
 ROGER SCHULTZ of UPTON, WY • ROGER SCHULTZ, NONSTRUCTURAL CONCRETE  
 ROJAS BUILDERS LLC of PASCO, WA • MEL ROJAS, RESIDENTIAL CONTRACTOR  
 SAMPSON CONSTRUCTION CO INC of CHEYENNE, WY • THAD LIENEMANN, GENERAL CONTRACTOR  
 SCULL CONSTRUCTION SERVICE INC of RAPID CITY, SD • DANNY WEGNER, GENERAL CONTRACTOR  
 SHARPE INDUSTRIES of GILLETTE, WY • JOSEPH SHARPE, TRIM CARPENTRY PAINT FLOORING  
 SHARPE INDUSTRIES of GILLETTE, WY • JOSEPH SHARPE, WIND SIDING GUTTER GARAGE DOOR  
 SILVER NAIL CONSTRUCTION of GILLETTE, WY • MONICA MORMAN, GENERAL CONTRACTOR  
 SMALL TRACTOR ETC of GILLETTE, WY • DUWAYNE HEYING, LANDSCAPING & FENCING  
 THE GLASS SHOP LLC of SPEARFISH, SD • WADE BERINGER, WIND SIDING GUTTER GARAGE DOOR  
 TMI CORPORATION of DICKINSON, ND • TODD BRAUN, TRIM CARPENTRY PAINT FLOORING  
 TOMMY BOWMAN CONTRACTING of MOUNT AIRY, NC • TOMMY BOWMAN, BUILDING CONTRACTOR

TREE TRIMMERS of GILLETTE, WY • BONNIE NORFOLK, LANDSCAPING & FENCING  
TWISTED PINYON LLC of GILLETTE, WY • RODERICK RICHARDSON, RESIDENTIAL CONTRACTOR  
WEATHERCRAFT CO of GERING, NE • JEREMY RECHSTEINER, GENERAL ROOFING  
WEATHERCRAFT CO of GERING, NE • JEREMY RECHSTEINER, WIND SIDING GUTTER GARAGE DOOR  
WEEKEND WARRIOR LAWN CARE of GILLETTE, WY • DANIEL MARTIN, LANDSCAPING & FENCING  
WYCAM CONSTRUCTION LLC of GILLETTE, WY • SHANE ROBINSON, GENERAL CONTRACTOR  
WYOMING CRAFTSMAN LLC of GILLETTE, WY • ROY LOWELL, TRIM CARPENTRY PAINT FLOORING

There was interest regarding line item 34, Granite Peak Builders and line items 63 and 64, Redline Construction. After discussion and review amongst the Board, the licenses were approved.

It was moved by Chris Weight, seconded by Todd Newlin, to approve the above Contractor License Applications. Roll was called on the motion with the following results. Board Members voting aye: Phipps, Heibult, Newlin, Weight, Renken. Board Member Alt and Vice Chairman Thompson abstained. Motion carried.

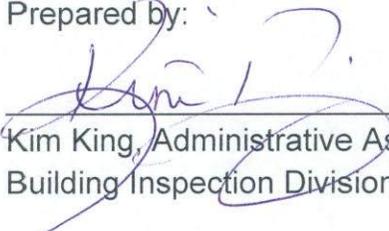
#### Announcements

The next regularly scheduled meeting will be Tuesday, June 13, 2017.

#### Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:35 p.m.

Prepared by:

  
\_\_\_\_\_  
Kim King, Administrative Assistant  
Building Inspection Division

City of Gillette  
Board of Examiners  
Meeting of June 13, 2017

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Individual Review ~ Contractor License Application for:  
**O'LEARY HOME REPAIR/HOME SYSTEMS**

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Applicant: O'Leary Home Repair/Home Systems  
Gillette, WY  
Master of Record: William 'Shane' Leary

Application Type: Class C - Specialty Contractor –  
Trim Carpentry, Paint, Flooring

Application Status: Complete with one (1) flag

Applicant submitted complete application with one (1) flag.

Applicant was found working without the appropriate license and permits.

**ADMINISTRATIVE USE ONLY**  
 Board of Examiners Action  
 Approved  Denied  
 at \_\_\_/\_\_\_/\_\_\_ meeting  
 License # 2618



**CITY OF GILLETTE**  
**BUILDING INSPECTION DIVISION**  
 P.O. Box 3003, Gillette, WY 82717  
 201 E. Fifth Street, 2nd Floor  
 Telephone: (307) 686-5260  
[www.gillettewy.gov](http://www.gillettewy.gov)

**CONTRACTOR LICENSE APPLICATION – (RENEWAL)**

Please complete each field - insert N/A if not applicable. See instructions for details and additional information.

**DATE OF APPLICATION:** 05/18/17

**APPLICANT CONTACT INFORMATION**

Please remember to contact Building Inspection in writing with any address changes during the year.

Business Name: OLEARY HOME REPAIR / HOME SYSTEMS  
 Mailing Address: 79 TOWN CENTER DR. SUITE 130 City GILLETTE State WY Zip Code 82718  
 Office Telephone: 307-391-0324 Fax Number: \_\_\_\_\_  
 Master of Record: WILLIAM SHANE LEARY Phone Number: 307-391-0324  
 Contact Person's email: WSLALDIED@MAIL.COM

**CLASS OF LICENSE (Select one): Please note that a separate application is required for each license applied for.**

Class D Vocational Contractors

- Electrical
- Gas Pipefitter
- HVAC Mechanical
- Plumbing

Class F Fire Suppression Contractors

- Chemical Fire Suppression
- Fire Alarm
- Flammable or Combustible Liquids
- Sprinkler (Fire/Standpipe)

Building Contractors\*\* (General Contractors)

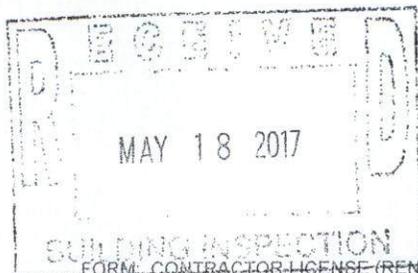
- Class A-General Contractor
- Class B-Building Contractor
- Class R-Residential Contractor

\*\*May not perform Class D, Class F, Class C Water & Sewer or Class C Electrical category work without holding the appropriate license.

Class C Specialty Contractors (Sub-Contractors)

- Concrete - Structural (Type 1)
- Concrete - Non-Structural (Type 2)
- Drywall & Plaster
- Elevator
- Excavation, Grading, Snow Removal & Demolition
- Framing - Stick Built Structure
- Insulation
- Landscaping, Sprinkler Systems, Tree Trimming & Fencing
- Limited Technician
- Low Voltage Technician
- Manufactured Housing (Type 1)
- Masonry - Structural (Type 1)
- Masonry - Veneer (Type 2)
- Roofing - General
- Roofing - Shingle
- Signage
- Trim Carpentry, Painting & Flooring
- Water & Sewer Pipe Layer
- Windows, Siding, Gutters & Garage Doors
- Miscellaneous (specify): \_\_\_\_\_

May perform all Class C categories except Class C Water & Sewer or Class C Electrical



**WYOMING CORPORATE REGISTRATION** - Not applicable for sole proprietorships and general partnerships.

**TYPE OF BUSINESS ENTITY**

- Corporation
- Limited Liability Company
- Limited Partnership
- General Partnership
- Sole Proprietorship
- Other \_\_\_\_\_

**LIST THE NAME AND TITLE OF EVERY OWNER**

(Officer, member, partner, sole proprietor, etc.)

WILLIAM SHAWC LEARY  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EMPLOYEES** - Employees that are or will be working in the City limits:

- No, applicant does not have employees.
- Yes, applicant has employees from  Wyoming  Out-of-State

**WORKERS' COMPENSATION - Letter of Good Standing**

Requested from State of Wyoming - Date of Request \_\_\_\_/\_\_\_\_/\_\_\_\_

**UNEMPLOYMENT INSURANCE - Letter of Good Standing**

Requested from State of Wyoming - Date of request \_\_\_\_/\_\_\_\_/\_\_\_\_

**STATUS QUESTIONS**

Please answer each of the following questions. When responding to Questions #1 through #5, if answer is "Yes" to any of these questions, **attach copies of relevant paperwork, including court documents, bankruptcy, if applicable.**

		YES	NO
1.	Has Owner or Master of Record, or any individual employed, had a contractor license or vocational license denied, fined, suspended, or revoked in the past year?	✓	✓
2.	Are there any liens, lawsuits, or judgments of record pending against Owner or Master of Record in the past year (relating to business activities within the scope of this license application)?		✓
3.	Is Owner or Master of Record currently in bankruptcy proceedings or operating under a Court supervised reorganization plan as a debtor in possession within the past year?		✓
4.	Has any officer, partner, member, owner or Master of Record been convicted of a felony (related to forgery, embezzlement, obtaining money under false pretenses, larceny, or extortion) within the past year?		✓
5.	Has Owner or Master of Record failed to complete a project in the past year?		✓

Continue on next page

**FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS**

**JUNE 13, 2017**

1	<b>ANDERSON, WAYNE</b> of YANKTON, SD • JOURNEYMAN PLUMBER, <b>LICENSE ACTIVE ONLY</b> Lic# 2136
2	<b>BEASLEY, JUSTIN</b> of MOORCROFT, WY • JOURNEYMAN ELECTRICIAN, <b>GOOD ELECTRIC INC</b> Lic# 2572
3	<b>BISHOP, ROBERT</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>DARYL'S ELECTRIC INC</b> Lic# 3196
4	<b>BROWNING, ANTHONY</b> of GILLETTE, WY • MASTER ELECTRICIAN, <b>BROWNING ELECTRIC COMPANY INC</b> Lic# 2178
5	<b>CISNEROS, RICHARD</b> of GILLETTE, WY • MASTER GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2614
6	<b>CISNEROS, RICHARD</b> of GILLETTE, WY • MASTER HVAC TECH, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2615
7	<b>CISNEROS, RICHARD</b> of GILLETTE, WY • MASTER PLUMBER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2616
8	<b>DRAKE, JAYE</b> of GILLETTE, WY • MASTER GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2212
9	<b>DRAKE, JAYE</b> of GILLETTE, WY • MASTER PLUMBER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2213
10	<b>FULCINITI, ANTHONY</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>DARYL'S ELECTRIC INC</b> Lic# 2232
11	<b>GLOVER, ROBERT</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>TJ ELECTRIC LLC</b> Lic# 2265
12	<b>HARTMAN, GREGORY A</b> of SPEARFISH, SD • JOURNEYMAN PLUMBER, <b>WOLFF'S PLUMBING &amp; HEATING INC</b> Lic# 2321
13	<b>HARTMAN, SCOTT C</b> of SPEARFISH, SD • MASTER PLUMBER, <b>WOLFF'S PLUMBING &amp; HEATING INC</b> Lic# 2322
14	<b>HIEB, JASON</b> of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2330
15	<b>HOLDER, JAMES</b> of CASPER, WY • MASTER ELECTRICIAN, <b>AUTOMATION &amp; ELECTRONICS INC</b> Lic# 3212
16	<b>HOPKINS, MATTHEW</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>ELECTRICAL SPECIALISTS</b> Lic# 2586
17	<b>HYLES, TRAMPUS</b> of GILLETTE, WY • JOURNEYMAN PLUMBER, <b>BROWN CONSTRUCTION SERVICES LLC</b> Lic# 2957
18	<b>JESPERSEN, NORMAN</b> of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2341
19	<b>JESPERSEN, NORMAN</b> of GILLETTE, WY • JOURNEYMAN HVAC TECH, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2342
20	<b>KING, KEITH</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>ELECTRICAL SPECIALISTS</b> Lic# 2583
21	<b>KLAASSEN, LARRY</b> of GILLETTE, WY • MASTER ELECTRICIAN, <b>KLAASSEN CONSTRUCTION COMPANY LLC</b> Lic# 1487
22	<b>LAMBERT, BRANDON</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>BROWNING ELECTRIC COMPANY INC</b> Lic# 2360
23	<b>LUBOVINSKY, JOHN</b> of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2370
24	<b>LUBOVINSKY, JOHN</b> of GILLETTE, WY • JOURNEYMAN HVAC TECH, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2371
25	<b>MAGNUSON, RICK</b> of GILLETTE, WY • MASTER GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2373
26	<b>MAGNUSON, RICK</b> of GILLETTE, WY • MASTER HVAC TECH, <b>POWDER RIVER HEATING &amp; A/C</b> Lic# 2374
27	<b>MALONE, CURTIS</b> of GILLETTE, WY • MASTER ELECTRICIAN, <b>BROWNING ELECTRIC COMPANY INC</b> Lic# 2375

**FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS**

**JUNE 13, 2017**

28	<b>MASSIE, CALEB</b> of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, <b>COMFORT SYSTEMS HEATING &amp; AC Lic# 1568</b>
29	<b>MASSIE, CALEB</b> of GILLETTE, WY • MASTER HVAC TECH, <b>COMFORT SYSTEMS HEATING &amp; AC Lic# 1569</b>
30	<b>MASSIE, CLAY</b> of MOORCROFT, WY • MASTER GAS PIPEFITTER, <b>CLEARWATER X-SPURTS INC Lic# 1570</b>
31	<b>MASSIE, CLAY</b> of MOORCROFT, WY • MASTER PLUMBER, <b>CLEARWATER X-SPURTS INC Lic# 1571</b>
32	<b>MATTERN, JEF</b> of SPEARFISH, SD • JOURNEYMAN PLUMBER, <b>WOLFF'S PLUMBING &amp; HEATING INC Lic# 2376</b>
33	<b>MAURER, MATTHEW</b> of GILLETTE, WY • MASTER GAS PIPEFITTER, <b>AIR-TECH HEATING &amp; A/C INC Lic# 2600</b>
34	<b>MAURER, MATTHEW</b> of GILLETTE, WY • MASTER HVAC TECH, <b>AIR-TECH HEATING &amp; A/C INC Lic# 2601</b>
35	<b>MCCLURE, JACOB</b> of RAPID CITY, SD • JOURNEYMAN REFRIGERATION TECH, <b>TESSIER'S INC Lic# 2464</b>
36	<b>MENDENHALL, HUNTER</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>ELECTRICAL SPECIALISTS Lic# 2584</b>
37	<b>MITTLEIDER, JIM</b> of GILLETTE, WY • MASTER GAS PIPEFITTER, <b>AIR-TECH HEATING &amp; A/C INC Lic# 1621</b>
38	<b>MITTLEIDER, JIM</b> of GILLETTE, WY • MASTER HVAC TECH, <b>AIR-TECH HEATING &amp; A/C INC Lic# 1622</b>
39	<b>NEMEC, JASON</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>EDGE ELECTRIC INC Lic# 3199</b>
40	<b>ORBECK, DARYL</b> of GILLETTE, WY • MASTER ELECTRICIAN, <b>DARYL'S ELECTRIC INC Lic# 1697</b>
41	<b>OSMON, BRETT</b> of GILLETTE, WY • MASTER GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C Lic# 2385</b>
42	<b>OSMON, BRETT</b> of GILLETTE, WY • MASTER PLUMBER, <b>POWDER RIVER HEATING &amp; A/C Lic# 2386</b>
43	<b>POND, TY</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>ELECTRICAL SPECIALISTS Lic# 2585</b>
44	<b>RASMUSSEN, BRUCE</b> of COUNCIL BLUFFS, IA • MASTER GAS PIPEFITTER, <b>RASMUSSEN MECHANICAL SERVICES Lic# 3202</b>
45	<b>RASMUSSEN, BRUCE</b> of COUNCIL BLUFFS, IA • MASTER HVAC TECH, <b>RASMUSSEN MECHANICAL SERVICES Lic# 3203</b>
46	<b>REED, BRANDON</b> of LEHI, UT • APPRENTICE HVAC TECH, <b>COBALT REFRIGERATION INC Lic# 2581</b>
47	<b>RIVES, RANDALL</b> of GILLETTE, WY • JOURNEYMAN HVAC TECH, <b>POWDER RIVER HEATING &amp; A/C Lic# 1797</b>
48	<b>SCHILZ, MATTHEW</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>DARYL'S ELECTRIC INC Lic# 1827</b>
49	<b>SISNEROS, ALEX</b> of GILLETTE, WY • APPRENTICE HVAC TECH, <b>POWDER RIVER HEATING &amp; A/C Lic# 2562</b>
50	<b>SMITH, JOSHUA</b> of GILLETTE, WY • MASTER ELECTRICIAN, <b>AMPED ELECTRIC LLC Lic# 1883</b>
51	<b>TAYLOR, BRADLEY</b> of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, <b>POWDER RIVER HEATING &amp; A/C Lic# 3197</b>
52	<b>TAYLOR, BRADLEY</b> of GILLETTE, WY • APPRENTICE PLUMBER, <b>POWDER RIVER HEATING &amp; A/C Lic# 3198</b>
53	<b>TAYLOR, BRIAN</b> of LEHI, UT • JOURNEYMAN HVAC TECH, <b>COBALT REFRIGERATION INC Lic# 2580</b>
54	<b>THOLE, ADAM</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>CAMPBELL COUNTY SCHOOL DISTRICT Lic# 1935</b>

**FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS**

**JUNE 13, 2017**

55	<b>UDINK, REX</b> of OGDEN, UT • JOURNEYMAN ELECTRICIAN, <b>LINE SIDE ELECTRIC INC Lic# 2592</b>
56	<b>VANCE, JARED</b> of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, <b>DARYL'S ELECTRIC INC Lic# 1976</b>
57	<b>VIGNAROLI, RICHARD</b> of CASPER, WY • MASTER ELECTRICIAN, <b>MODERN ELECTRIC COMPANY Lic# 1676</b>
58	<b>WOFFINDEN, SCOTT</b> of LEHI, UT • MASTER HVAC TECH, <b>COBALT REFRIGERATION INC Lic# 2579</b>

**FOR REVIEW CONTRACTOR LICENSE APPLICATIONS****JUNE 13, 2017**

1	<b>ACCENT LANDSCAPES, INC.</b> of GILLETTE,WY • RICK STASKIEWICZ, LOW VOLTAGE
2	<b>AFFORDABLE CONCRETE LLC</b> of BRIGHTON, CO • EFRAIN DOMINGUEZ, NONSTRUCTURAL CONCRETE
3	<b>AIR-TECH HEATING &amp; A/C INC</b> of GILLETTE,WY• JIM MITTLEIDER, MECHANICAL
4	<b>AIR-TECH HEATING &amp; A/C INC</b> of GILLETTE,WY• JIM MITTLEIDER, GAS PIPEFITTER
5	<b>AMPED ELECTRIC LLC</b> of GILLETTE,WY • JOSH SMITH, ELECTRICAL
6	<b>ARCHITECTURAL SPECIALTIES LLC</b> of BEULAH, WY •COREY CROWDER, TRIM CARPENTRY PAINT FLOORING
7	<b>ASPHALT ARMOR LLC</b> of CASPER, WY • JOE COFFELT, NONSTRUCTURAL CONCRETE
8	<b>AUTOMATION &amp; ELECTRONICS INC</b> of CASPER,WY• JAMES HOLDER, ELECTRICAL
9	<b>BIG HORN EXCAVATING LLC</b> of ROZET, WY • WILL SMITH, EXCAVATION & GRADING
10	<b>BLACKBURN BASEMENT SYSTEMS</b> of MILLER, SD • DUSTIN HOFFMAN, MISCELLANEOUS
11	<b>BROWNING ELECTRIC COMPANY INC</b> of GILLETTE, WY • ANTHONY BROWNING, ELECTRICAL
12	<b>BUGLE CONSTRUCTION</b> of BUFFALO, WY • STEVE MISCHKE, RESIDENTIAL CONTRACTOR
13	<b>CAR-KNACK INC</b> of GILLETTE, WY • ROBERT LEVEE, MISCELLANEOUS
14	<b>CLEARWATER X-SPURTS INC</b> of MOORCROFT, WY • CLAY MASSIE, PLUMBING
15	<b>CLEARWATER X-SPURTS INC</b> of MOORCROFT, WY • CLAY MASSIE, GAS PIPEFITTER
16	<b>COBALT REFRIGERATION INC</b> of LEHI, UT • SCOTT WOFFINDEN, MECHANICAL
17	<b>COLTON TOWER CONSULTANTS INC</b> of MC ALLISTER, MT • CONNIE MASLEN, MISCELLANEOUS
18	<b>COUNCIL OF COMMUNITY SERVICES</b> of GILLETTE, WY • MIKEL SMITH, INSULATION
19	<b>COUNCIL OF COMMUNITY SERVICES</b> of GILLETTE, WY • MIKEL SMITH, TRIM CARPENTRY PAINT FLOORING
20	<b>COUNCIL OF COMMUNITY SERVICES</b> of GILLETTE, WY • MIKEL SMITH, WIND SIDING GUTTER GARAGE DOOR
21	<b>DARYL'S ELECTRIC INC</b> of GILLETTE, WY • DARYL ORBECK, ELECTRICAL
22	<b>DAVE JOHNSON ROOFING &amp; EXTERIORS LLC</b> of BUFFALO, WY • DAVE JOHNSON, GENERAL ROOFING
23	<b>DAVE JOHNSON ROOFING &amp; EXTERIORS LLC</b> of BUFFALO, WY • DAVE JOHNSON, WIND SIDING GUTTER GARAGE DOOR
24	<b>ECHO ENTERPRISES</b> of GILLETTE, WY • MARK PALMER, LANDSCAPING & FENCING
25	<b>ELECTRICAL SPECIALISTS</b> of GILLETTE, WY • TATE SCHIPPOREIT, ELECTRICAL
26	<b>EXCEL COATINGS OF WYOMING INC</b> of GREYBULL, WY • DAVID FARROW, TRIM CARPENTRY PAINT FLOORING
27	<b>FIRELINE SPRINKLER CORPORATION</b> of APPLETON, WI • GENE SEGUIN, SPRINKLER SYSTEMS

**FOR REVIEW CONTRACTOR LICENSE APPLICATIONS**

**JUNE 13, 2017**

28	<b>FLIPPING 307</b> of GILLETTE, WY • MARK WILLIAMSON, LANDSCAPING & FENCING
29	<b>FLIPPING 307</b> of GILLETTE, WY • MARK WILLIAMSON, TRIM CARPENTRY PAINT FLOORING
30	<b>FLIPPING 307</b> of GILLETTE, WY • MARK WILLIAMSON, WIND SIDING GUTTER GARAGE DOOR
31	<b>GILLETTE CONSTRUCTION COMPANY LLC</b> of GILLETTE, WY • CHRIS PARKS, TRIM CARPENTRY PAINT FLOORING
32	<b>GILLETTE CONSTRUCTION COMPANY LLC</b> of GILLETTE, WY • CHRIS PARKS, WIND SIDING GUTTER GARAGE DOOR
33	<b>GW CONSTRUCTION LLC</b> of GILLETTE, WY • CLAY PERSIAN, NONSTRUCTURAL CONCRETE
34	<b>GW CONSTRUCTION LLC</b> of GILLETTE, WY • CLAY PERSIAN, EXCAVATION & GRADING
35	<b>GW CONSTRUCTION LLC</b> of GILLETTE, WY • CLAY PERSIAN, WATER & SEWER PIPELAYER
36	<b>GW UNLIMITED</b> of GILLETTE, WY • GARY ALLMENDINGER, TRIM CARPENTRY PAINT FLOORING
37	<b>GW UNLIMITED</b> of GILLETTE, WY • GARY ALLMENDINGER, WIND SIDING GUTTER GARAGE DOOR
38	<b>HARDSCAPE CREATIONS</b> of GILLETTE, WY • BRYCE FOLEY, LANDSCAPING & FENCING
39	<b>HARDSCAPE CREATIONS</b> of GILLETTE, WY • BRYCE FOLEY, MASONRY (VNR)
40	<b>IMS MASONRY INC</b> of LINDON, UT • RICHARD HOLDAWAY, MASONRY (VNR)
41	<b>INTERIOR IMAGES</b> of SHERIDAN, WY • JEREMY BLAND, TRIM CARPENTRY PAINT FLOORING
42	<b>JIM'S WATER SERVICE, INC.</b> of GILLETTE, WY • JOHN RODGERS, EXCAVATION & GRADING
43	<b>JIM'S WATER SERVICE, INC.</b> of GILLETTE, WY • JOHN RODGERS, WATER & SEWER PIPELAYER
44	<b>KLAASSEN CONSTRUCTION COMPANY LLC</b> of GILLETTE, WY • LARRY KLAASSEN, BUILDING CONTRACTOR
45	<b>KLAASSEN CONSTRUCTION COMPANY LLC</b> of GILLETTE, WY • LARRY KLAASSEN, ELECTRICAL
46	<b>LEONARDO FLORES-PENA</b> of GILLETTE, WY • LEONARDO FLORES-PENA, TRIM CARPENTRY PAINT FLOORING
47	<b>LEVI'S BACKHOE SERVICE</b> of DOUGLAS, WY • LEVI GROHS, WATER & SEWER PIPELAYER
48	<b>LG PLUMBING LLC</b> of UPTON, WY • LUKE DOWDY, GAS PIPEFITTER
49	<b>LG PLUMBING LLC</b> of UPTON, WY • LUKE DOWDY, PLUMBING
50	<b>LIVING WATERS LANDSCAPE LLC</b> of GILLETTE, WY • TREVOR COOL, LANDSCAPING & FENCING
51	<b>LLJ CONSTRUCTIVE SOLUTIONS</b> of GILLETTE, WY • LEE MARTINEZ, TRIM CARPENTRY PAINT FLOORING
52	<b>MAC CONSTRUCTION CO INC</b> of RAPID CITY, SD • BRETT OLESON, GENERAL CONTRACTOR
53	<b>MASTER PROTECTION LP</b> of FT MYERS, FL • JIM CLAUSEN, CHEMICAL FIRE SUPPRESSION
54	<b>MIDSTATE RECLAMATION S.D. LLC</b> of SPEARFISH, SD • DAN SCHELLHAMMER, MISCELLANEOUS

**FOR REVIEW CONTRACTOR LICENSE APPLICATIONS**

**JUNE 13, 2017**

55	<b>MILLER EXTERIORS LLC</b> of GILLETTE, WY • JASON MILLER, WIND SIDING GUTTER GARAGE DOOR
56	<b>MORTON BUILDINGS INC</b> of SUMMERSET, SD • BRUCE SABERS, BUILDING CONTRACTOR
57	<b>NEWCASTLE FIRE SUPPRESSION LLC</b> of DOUGLAS, WY • JOE MILLER, CHEMICAL FIRE SUPPRESSION
58	<b>NEWCASTLE FIRE SUPPRESSION LLC</b> of DOUGLAS, WY • JOE MILLER, SPRINKLER SYSTEMS
59	<b>O'LEARY HOME REPAIR/HOME SYSTEMS</b> of GILLETTE, WY • WILLIAM LEARY, LOW VOLTAGE
60	<b>OVERHEAD DOOR CO OF GILLETTE</b> of GILLETTE, WY • NANCY NEHL, WIND SIDING GUTTER GARAGE DOOR
61	<b>OVERHEAD DOOR CO OF GILLETTE</b> of GILLETTE, WY • NANCY NEHL, TRIM CARPENTRY PAINT FLOORING
62	<b>OVERHEAD DOOR CO OF GILLETTE</b> of GILLETTE, WY • KAYCE NEHL, LOW VOLTAGE
63	<b>PINNACLE CONSTRUCTION INC</b> of CASPER, WY • TYRELL ROBERTSON, SHINGLE ROOFING
64	<b>PRO BUILT HOMES INC</b> of GILLETTE, WY • BRYAN MILLER, GENERAL CONTRACTOR
65	<b>PRO PLUS CONSTRUCTION, ROOFING &amp; SIDING</b> of GILLETTE, WY • NATE SIKKENGA, GENERAL CONTRACTOR
66	<b>QUARTER CIRCLE 8 CONST LLC</b> of MOORCROFT, WY • JEREMI VON OLNHAUSEN, BUILDING CONTRACTOR
67	<b>RAISLEY PAINTING LLC</b> of GILLETTE, WY • TRAVIS RAISLEY, TRIM CARPENTRY PAINT FLOORING
68	<b>RASMUSSEN MECHANICAL SERVICES</b> of COUNCIL BLUFFS, IA • BRUCE RASMUSSEN, GAS PIPEFITTER
69	<b>RASMUSSEN MECHANICAL SERVICES</b> of COUNCIL BLUFFS, IA • BRUCE RASMUSSEN, MECHANICAL
70	<b>ROBERT DERUSSY</b> of GILLETTE, WY • ROBERT DERUSSY, TRIM CARPENTRY PAINT FLOORING
71	<b>ROZIER CONSTRUCTION LLC</b> of GILLETTE, WY • BRIAN ROZIER, RESIDENTIAL CONTRACTOR
72	<b>ROZIER CONSTRUCTION LLC</b> of GILLETTE, WY • BRIAN ROZIER, WATER & SEWER PIPELAYER
73	<b>SEESE CONSTRUCTION AND MANAGEMENT LLC</b> of MONROVIA, IN • BRETT WILSON, NONSTRUCTURAL CONCRETE
74	<b>SENECA COMPANIES</b> of DES MOINES, IA • RUSS MORRIS, MISCELLANEOUS
75	<b>SIGN PRODUCTS INC</b> of BILLINGS, MT • TERRY REIMERS, SIGNAGE
76	<b>SIMPLEX GRINNELL LP</b> of BOCA RATON, FL • GARY JACKSON, SPRINKLER SYSTEMS
77	<b>SIMPLEX GRINNELL LP</b> of BOCA RATON, FL • RAYMOND NELSON, FIRE ALARM SYSTEMS
78	<b>SPHERE INC</b> of GILLETTE, WY • PEGGY RITTER, EXCAVATION & GRADING
79	<b>STRAIGHT LINE ENTERPRISES LLC</b> of ROZET, WY • WILL SMITH, LANDSCAPING & FENCING
80	<b>STRAIGHT LINE STRIPING</b> of RAPID CITY, SD • DAN ST PIERRE, NONSTRUCTURAL CONCRETE
81	<b>STREAMLINE SEAMLESS GUTTERS LLC</b> of GILLETTE, WY • RHYAN ALDINGER, WIND SIDING GUTTER GARAGE DOOR

**FOR REVIEW CONTRACTOR LICENSE APPLICATIONS**

**JUNE 13, 2017**

<b>82</b>	<b>SUNDANCE ELECTRIC INC</b> of SUNDANCE, WY • LAWRENCE BOCK, ELECTRICAL
<b>83</b>	<b>TESSIER'S INC</b> of RAPID CITY, SD • GEORG OLSON, MECHANICAL
<b>84</b>	<b>TRITAN CONSTRUCTION INC</b> of GILLETTE, WY • JASON ANGELOS, GENERAL CONTRACTOR
<b>85</b>	<b>UNITED SUBCONTRACTORS INC</b> of SALT LAKE CITY, UT • RICK MARSHALL, INSULATION
<b>86</b>	<b>URBAN CONCRETE LLC</b> of ROZET, WY • AL URBAN, STRUCTURAL CONCRETE
<b>87</b>	<b>WEST CONSTRUCTION LLC</b> of GILLETTE, WY • CORY WEST, GENERAL CONTRACTOR
<b>88</b>	<b>WESTERN ROOFING</b> of GILLETTE, WY • KELLY VAN ENGEN, GENERAL ROOFING
<b>89</b>	<b>WESTERN SERVICES LLC</b> of GILLETTE, WY • DOUG COX, LANDSCAPING & FENCING

[http://trib.com/entertainment/arts-and-theatre/big-small-and-different-don-t-miss-wyoming-summer-music/article\\_16e463dd-1492-568b-b2b6-f140c514e35f.html](http://trib.com/entertainment/arts-and-theatre/big-small-and-different-don-t-miss-wyoming-summer-music/article_16e463dd-1492-568b-b2b6-f140c514e35f.html)

EDITOR'S PICK

## Big, small and different: 21 don't-miss Wyoming summer music festivals

Elysia Conner 307-266-0509, Elysia.Conner@trib.com May 30, 2017



Elysia Conner, Star-Tribune photo illustration

BUY NOW

Summer is the season of music festivals in Wyoming. You'll find outdoor music and festivities in every corner of the state, from the largest cities to Riverside, Wyoming, population 53.

"It's the least populated state in the country," said Tim Ruland, marketing and outreach director for the Pinedale Fine Arts Council, "and when you see large groups of people come to anything, it's a really good feeling.

The council organizes the Soundcheck Summer Music Series, a family-friendly honky-tonk festival in Pinedale celebrating its 10th year this summer, he said.

Bluegrass abounds in Wyoming festivals, but fans can find everything from classical to punk lineups too. Wyoming also is no stranger to big-name acts. The Cowboy state this summer will see world-renowned cello player Yo-Yo Ma in Jackson, Grammy-winning country artist Wynona Judd in Casper and country star Jason Aldean closing Cheyenne Frontier Days.

Summer festivals are a great time to see Wyoming bands and maybe even find a new favorite.

Festivals can be found in every price range, starting around \$15 for a weekend pass. There are weekend concert series, one-day fests and some long weekends of nonstop music with camping.

Many summer festivals also feature food, microbrews, art and family activities. Some are decades-old traditions while others are newer efforts to fill a niche in Wyoming's wide spaces.

Cory McDaniel and Amy Gieske are regular festival players and often perform together as the Cory McDaniel Duo. Festivals are a rare chance to hear a variety of bands all at once and often even hang out with them, they said. They've performed around the state, including at Nowoodstock in Tensleep and Beartrap Summer Music Festival in Casper. This year they they will perform for the first time in Sweetwater Blues & Brews Festival in Rock Springs Aug. 13.

"Usually you have a really good crowd to play for," McDaniel said. "And they're there for one reason, and that's to listen to music. As compared to if you're doing the bar thing where maybe the music isn't the focal point."

Here's some of this summer's music festivals:

## HiWater Hoedown

June 3 at The Yard in Saratoga

This riverside show features Tall Grass and Wyoming bands 10¢ Stranger and the Low Water String Band.

**Info:** [7th annual HiWater Hoedown on Facebook](#)

## Nic Fest

June 9 to 11 at the Nicolaysen Art Museum, Casper

This fest features more than 70 visual artists from around the country and live music by a broad lineup ranging from Wyoming bands to national artists. Performances include Jagertown, the Fireants, and Kerry Pastine and the Crime Scene.

**Info:** [thenic.org/events/nic-fest](http://thenic.org/events/nic-fest)

## Evanston Bluegrass Festival

June 23 to 24 at the Depot Square, Evanston

The Evanston Bluegrass Festival, formerly Beer, Brats & Bluegrass, features a variety of award-winning bluegrass musicians, according to the website. Styles include traditional bluegrass, Celtic bluegrass and progressive bluegrass from Wyoming musicians and bands from around the country. Performers include Blue Canyon Boys, Brothers Comatose, Jalan Crossland Whiskey Slaps, Wild Mountain, Dodgy Mountain Men, The Two Tracks and Whippoorwill.

**Info:** [bluegrassevanston.com](http://bluegrassevanston.com)

## Donkey Creek Festival

June 23 to 24 Gillette College, Gillette

The festival features a lineup including nationally-known musicians with artist booth, and other activities over the course of the weekend, according to its website. The lineup includes Brand 307, Ghost Town Blues Band, The Americans, The Two Tracks, World's Finest and Ryan Shupe and the RubberBand.

**Info:** [donkeycreekfestival.com](http://donkeycreekfestival.com)

## Soundcheck Summer Music Series

Jun 23 to Aug. 19 American Legion Park in Pinedale

The Pinedale Fine Arts Council presents this concert series headlining the Paul Nipper Band, Laney Lou & The Bird Dogs, The Railsplitters, Michaela Anne, Garrett Lebeau and The Deer.

**Info:** [pinedalefinearts.com/soundcheck2017.html](http://pinedalefinearts.com/soundcheck2017.html)

## Grand Teton Music Festival

July 3 to Aug. 20 at the Walk Festival Hall, Teton Village

The classic music festival started in 1962 features cellist Yo-Yo Ma at this summer's fundraising gala, along with musicians from major symphonies, prestigious soloists and even a free family concert, according to its website. Dates and ticket prices vary in the seven weeks of musical performances. Other highlights include Grammy Award-winning mezzo-soprano Kelley O'Connor and violinist Augustin Hadelich, as well as Broadway artist Nikki Renée Daniels.

**Info:** [gtmf.org](http://gtmf.org)

## Big Horn Mountain Festival

July 7 to 9 at the Johnson County Fairgrounds in Buffalo

The event features acoustic, Americana, folk, old-timey, bluegrass and traditional music and "some of the best parkin' lot pickin' in the Rocky Mountains," according to the website. Acts include Dale Ann Bradley, Horseshoes & Hand Grenades and the Jalan Crossland Band.

**Info:** [bighornmountainfestival.com](http://bighornmountainfestival.com)

## Grand Targhee Summer Festivals

July 14-16 at Grand Targhee Resort, Alta

Festival attendees may camp in the surrounding area or stay in the resort's mountainside lodges or vacation rentals for a weekend of music, dancing and mountain lifestyle, according to the website. Highlights include Michael Franti & Spearhead, Anders Osborne, Leftover Salmon, Galactic and Karl Denson's Tiny Universe.

**Info:** [grandtarghee.com/summer-music-festivals/targhee-summer-music-fest](http://grandtarghee.com/summer-music-festivals/targhee-summer-music-fest)

## Lander LIVE

July 20 to Aug. 21 at the Jaycee Park Stage, Lander

The event kicked off three years ago with shows averaging 1,000 attendees, according to the website.

The series this year features the Marcus King Band, The Itals, The Commonheart and Reckless Kelly.

**Info:** [landerlivemusic.com](http://landerlivemusic.com)

## Cheyenne Frontier Days

July 21 to 29 at Cheyenne Frontier Days, Cheyenne.

This tradition of rodeo and festivities dates back to 1897 and features top-name entertainment, according to the website. This year's Frontier Nights headliners include Jason Aldean, Flo Rida, Jason DeRulo, Thomas Rhett, Sawyer Brown, Brantley Gilbert, Little Big Town and Luke Bryan.

**Info:** [cfdrodeo.com](http://cfdrodeo.com)

## What Fest

July 28-29 at the Bear Trap Bar, Riverside

The small-town festival started in a backyard with friends and now draws hundreds of weekend campers for a variety of music, according to its website. Bands this year include Luke Bell, Tallgrass, Redbush, Punch Drunk Monkey Funk, Whippoorwill, Elk Tongue and 10¢ Stranger.

**Info:** [whatfest.com](http://whatfest.com)

## Big Horn Basin Folk Festival

Aug. 5 to 6 Hot Springs State Park, Thermopolis

This festival features a storytelling circle, music, art show, folk arts demonstrations and family activities. Music performances include Heaven Bound, Connie Dover, Darrell Lonebear, Rattlesnake Ridge and Whiskey Slaps.

**Info:** [wyomingfolkfestival.com](http://wyomingfolkfestival.com)

## Beartrap Summer Festival

Aug. 5 to 6 at Beartrap Meadow, Casper Mountain. Grammy-winner Wynonna & the Big Noise and Joan Osborne headline. The lineup also features local and regional acts in a mix of folk, blues, bluegrass, country and rock.

Festival traditions also include vendors, kids' activities and tent camping with after-hours jams.

**Info:** [beartrapsummerfestival.com](http://beartrapsummerfestival.com)

## Nowoodstock XVII

Aug. 11 to 13 at Vista Park, Ten Sleep.

This festival features a relaxed atmosphere to enjoy Wyoming bands, according to its website. The lineup includes Jalan Crossland, Jeff Troxel & Trevor Krieger and Miss V The Gypsy Cowbelle.

**Info:** [nowoodstock.com](http://nowoodstock.com)

## Grand Targhee Bluegrass Festival

Aug. 11 to 13 at the Grand Targhee Resort, Alta

This fest in its 30th year is billed as "the granddaddy of bluegrass festivals in the Northern Rockies." The lineup includes the Infamous Stringdusters, Sam Bush Band and Railroad Earth.

**Info:** [grandtarghee.com](http://grandtarghee.com)

## Pepsi Wyoming State Bluegrass Festival

Aug. 18 to 19 at the Washakie County Fairgrounds, Worland

This family-friendly festival features 30 competing barbecue teams and music including The Railsplitters, Fy5 and Lochwood Bluegrass Band, according to its website.

**Info:** [wyobbqandbluegrass.com](http://wyobbqandbluegrass.com)

Find more festivals and information online at [trib.com/entertainment](http://trib.com/entertainment).

Follow reporter Elysia Conner on Twitter @erconner