



# 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: Patrick G. Davidson, Interim City Administrator  
RE: General Information  
DATE: June 30, 2017

*Tom P  
for  
PGD*

The following meetings are scheduled for the week of **July 1st – July 7th**

### Tuesday, July 4th

Independence Day Holiday – **City Offices Closed**

### Wednesday, July 5th

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

- Power Generation Update \*
- Telecommunications / Cell Phone Tower Discussion
- Warlow Drive Pathway Discussion – Public Works Director Wilde\*
- Review July 5<sup>th</sup> Agenda
- Executive Session
- City Hall – 3<sup>rd</sup> Floor Conference Room
- Dinner Served at 5:30 p.m.

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

- City Hall - Council Chambers

1. Attached please find the **current monthly calendar** for July 2017.
2. Attached please find a **letter** regarding **Parking Fine Increase** dated **June 28, 2017** provided by **Gillette Main Street**. \*
3. Attached please find the **agenda** for the **Campbell County Public Land Board** dated **July 6, 2017** and **meeting minutes** dated **June 8, 2017** provided by the **Cam-Plex**.
4. Attached please find **information** regarding **Shop With a Cop Event** dated **June 29, 2017** provided by **Officer Dan Stroup**.

\* Item previously discussed by Council

PGD/adw



# CITY OF GILLETTE

Administrative Services Department  
City Clerk Division  
Karlene Abelseth, City Clerk/Print Shop  
P.O. Box 3003, Gillette, Wyoming 82717-3003  
Phone (307) 686-5210 Fax (307) 686-4810  
[www.gillettewy.gov](http://www.gillettewy.gov)

Pre-Meeting – 6:00 p.m.  
City Hall – 3rd Floor Conference Room  
**Wednesday, July 5, 2017**  
Dinner Served at 5:30 p.m.

## Pre-Meeting Topic(s):

- Power Generation Update Discussion\*
- Telecommunications / Cell Phone Tower Discussion
- Warlow Drive Pathway Discussion – Public Works Director Wilde\*
- Review July 5th Agenda
- Executive Session

\* Item previously discussed by Council

# JULY 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
						1	
2	3	4	5	6	7	8	
		<p>Independence Day City Offices Closed</p> 	<p>City Council Pre-Meeting, 6PM- 3rd FL Power Generation Update Discussion Telecommunications/Cell Phone Tower Discussion Warlow Drive Pathway Discussion</p> <p>City Council Meeting, 7PM, Council Chambers</p>				
9	10	11	12	13	14	15	
	Years of Service Recognition 10:30 AM - 3rd FL	<p>City Council Work Session - 6PM - 2nd FL Fiber Build Out Discussion Police Staffing Report - Annexation Dev. Svs. Staffing Report - Annexation Public Works Staffing Report - Annexation Annexation Map Update</p>	Tour & Lunch at Boys & Girls Club - 12PM	<p>Employee / Board Picnic 5:30 PM - City Park</p> 		NEWY Meeting 8AM - 3rd FL	
16	17	18	← National High School Finals Rodeo →				22
		<p>City Council Pre-Meeting, 6PM- 3rd FL Lightning Safety System Discussion Gurley Overpass Update</p> <p>City Council Meeting, 7PM, Council Chambers</p>					
23	24	25	26	27	28	29	
		<p>City Council Work Session - <del>Canceled</del></p> <p>City/County Charity Softball Game Energy Capital Sports Complex 5:30 PM</p>					
30	31						

## RE: Parking Fine Increase

Gillette Main Street <gillettemainstreet@gmail.com>

Wed 6/21/2017 8:12 AM

Inbox

Hello Again:

We contacted the City for further clarification on the amount of the increase for the fines as there had been some confusion. There is a \$50 parking fine increase for spaces that are privately leased. There is a \$15 fine increase for overtime parking in public parking spaces.

**Leased Parking:** Some downtown businesses pay to lease spaces for their employees, these are privately leased spaces. If someone parks in those spaces it is a \$50 fine.

**Overtime Parking:** Currently the fines are \$2 for overtime parking (until 5pm, Mon - Fri), and \$5 for "extended overtime" parking for each 30 minute period thereafter. If the fine is not paid within 24 hours, an additional \$10 may be assessed. The proposed ordinance increases these rates to \$15 for overtime parking while keeping the same \$5 extended overtime and \$10 if not paid within 24 hours. (These parking limitations would still be removed during the Holiday Shopping Season as in the last 3 years)

According to the City, the reason this has been proposed is that the City continues to receive complaints that there are business owners parking in front of the businesses (not always their own businesses) reducing the already limited parking for customers. Therefore, if you oppose the fine increases, the business owners will have to stop parking in front of the businesses. Otherwise, using the public parking for business owner parking can potentially decrease the number of customers visiting downtown.

The amount of hours considered "overtime" could be changed from 2 hours to 3 or more if we can show the City why 2 hours isn't enough time for many customers. Also, we continue to put a lot of resources into encouraging our community to come spend time shopping, eating, and generally enjoying our downtown. For instance, we just completed a walking tour app that will help move the public up and down the street to spend time with us while learning of our rich history

We have heard from a few of you already concerning the rate increases. We hope that this will help clarify the proposed changes and allow you to reach out to us and/or the City letting us know your opinion. Again, if you would like to attend the next City Council meetings for these proposed changes, the **2nd Reading** is scheduled for **Wednesday, July 5 at 7pm** (regular meeting would be Tuesday, July 4 but is a holiday), and **3rd Reading is scheduled for Tuesday, July 18 at 7pm**. Please plan to attend these meetings to let your opinions either way be heard or send us your comments and we can take them before the Council on your behalf.

Thank you again to Trevors for starting this conversation with the City Council last night during the 1st Reading.

Gillette Main Street  
[gillettemainstreet@gmail.com](mailto:gillettemainstreet@gmail.com)

Hello:

We wanted to reach out and ask your input on the proposed parking fine increase from the City. Tonight the City Council had the 1st Reading to increase the overtime parking fine from \$2 to \$50 (over 2 hour parking Monday - Friday). Trevors from Rapscaillions has had some concerned customers so he got up and shared those concerns with the City Council. GMS has not received any of those comments

but we wanted to reach out and ask the rest of you if you have so we can then take that to the next City Council meeting when it goes to 2nd Reading. Thank you Trevors for speaking up on behalf of the merchants and customers. Please respond back to us and let us know if you too have heard from anyone worried about the proposed fine increase. We will also let you know when the 2nd Reading will take place so you can attend and let the Council know what your thoughts are or we can share them for you if you are unable to attend. Again, thank you Trevors for speaking up tonight.

Gillette Main Street  
[gillettemainstreet@gmail.com](mailto:gillettemainstreet@gmail.com)



Patti Davidsmeier &lt;patti@gillettewy.gov&gt;

## Petition Against Parking Fine Increase

1 message

Laura Devens Chapman <cupcakes@alla-lala.com>

Wed, Jun 28, 2017 at 11:29 PM

To: Gillette Main Street <gillettemainstreet@gmail.com>, Allison Kalpin <love.it@wyomingartframe.com>, Allison Kalpin <allisonkalpin@gmail.com>, American National Insurance <schomer.agency@american-national.com>, Ashley Collins <ash.jcollins@gmail.com>, Becky Eischeid <beischeid@bresnan.net>, Bill Dorr <billdorr@earthlink.net>, Bob Ostlund <bostlund@vcn.com>, Bobbie Welch <welch\_32@msn.com>, Brandi Dixon <we\_envy@hotmail.com>, Brandi Harlow <Brandi.harlow@wyo.gov>, Brenda <brendak@gillettechamber.com>, Brittany Stiens <bstiens@fnbgillette.com>, "Butler, Michelle L. (CPE)" <michelle.butler@cldpk.com>, Candace Crimm <frontdesk@abovethelinecpas.com>, Casey Painter-Sams <proffice@vcn.com>, Cathy Schuh <cathys Schuh5260@gmail.com>, Chad Hansen <chadwick.hansen@bnsf.com>, Cheryl Benson <zipprinting@hotmail.com>, Cheryl Benson <zipprinting1@gmail.com>, Chris Ringer <chrisringer@gmail.com>, Christy Schomer <christy.schomer@american-national.com>, Cindy Ingersoll <monkeybar1911@yahoo.com>, Claire Ellsworth <info@cheartsaddlery.com>, Coffee Friends <Rmt\_remington\_23@yahoo.com>, Crossfit Tolero <tolero.crossfit@gmail.com>, Dale Burbank <tckm@vcn.com>, Dan King <dan@k2technologies.net>, Daniel & Patricia Nesbit <patnesbitbills@vcn.com>, David Hays <dahays@collinscom.net>, Dawn Hardy <hardy7@collinscom.net>, Deb Michaels <dmichaels@vcn.com>, Debbie Myers <debs@collinscom.net>, Dee McClure <icecreamcafe84@gmail.com>, Dennis Stillman <dstillman@ceincorp.com>, Dennis Stillman <escott@ceincorp.com>, Doug Lesley <mylawofficecalendar@gmail.com>, Elaine Jessen <choice@collinscom.net>, "fiestatequila@hotmail.com" <fiestatequila@hotmail.com>, First Baptist Church <fbc@vcn.com>, Gail Winterholler <ejw@vcn.com>, Gary <exclusivelyamish@gmail.com>, George Dunlap <george@dunlapphoto.com>, "Grand Lodge A.F. @ A.M. Of WY" <frumgar@vcn.com>, Helenanne Cathey <hlcathey@collinscom.net>, Ida Snead <ida@idasnead.com>, Ida Snead <ida.snead.ceva@statefarm.com>, Jan Kirschenmann <jan.kirschenmann@dunn-right.net>, Jeff Jones <painforsale28@gmail.com>, Jeff Jones <pain\_for\_sale69@yahoo.com>, Jessica Stude <jstude12@hotmail.com>, Joanne <joanne@rustybucketwy.com>, John Cosner <jcosner@fnbgillette.com>, John Daly <wyolaw@vcn.com>, John Daly <john@dalyranch.com>, John Yarkowski <arrow@vcn.com>, Josh Pierce <jpierce@fnbofwyo.com>, Justin Holcomb <jholcomb@fnbofwyo.com>, Justin Merryman <j44merryman@gmail.com>, Kaila Geer <kailamarie217@hotmail.com>, Karen Cook <patsshop@bresnan.net>, Karen Cook <kcookie2315@gmail.com>, Kathi Brazee <coffeefriends@intrq.com>, Kathy Bowman <solemate@vcn.com>, Katrin Wagner <katrin.wagner@pinnbank.com>, Kela Gilson <joes2@petdepot.net>, Kelly Jackson <xplosive502003@hotmail.com>, Kevin Knutson <kevin.knutson@bnsf.com>, Knotty Salon <noknot82716@gmail.com>, Laura Bourne <laurabeth.lindblom@gmail.com>, Laura Chapman <cupcakes@alla-lala.com>, Lindsey Dunlap <lindsey@dunlapphoto.com>, Louise Carter-King <carterl@gillettewy.gov>, Louise Carter-King <lcarter@bresnan.net>, Lu Lampma <manilasianstore@yahoo.com>, Margo Harlow <mbe2259@yahoo.com>, Mary Silvernell <mary@visitgillettewright.com>, Matt Petersen <alignpros@vcn.com>, Megan Degenfelder <megan.degenfelder@cldpk.com>, Melanie Collins <melaniejcollins@gmail.com>, Michele Thara <handsonpottery@yahoo.com>, Mike Smith <msmith@mwfbi.com>, Mike Smith <mike@vcn.com>, Nate Hardy <nateh@gillettebrewingcompany.com>, Nick Carter <attorneys@nickcarterlaw.net>, Pam Miles <braccettos@yahoo.com>, Patti Davidsmeier <patti@gillettewy.gov>, Rachel Kalenberg <pizzacarrello@gmail.com>, Rachel Pherson <Rachel.Pherson@fib.com>, Ramona Nolan <ramona\_nolan@yahoo.com>, Regina Herringshaw <reginalifestyle@gmail.com>, Robert Henning <RAH72@ccgov.net>, Robert Henning <robert\_henning@yahoo.com>, Ron Carlson <roncarlson@rtconnect.net>, Ron Carlson <roncarlson1952@gmail.com>, Ronita Shouldis <ronita85@hotmail.com>, Sam Clikeman <sclikeman@biglostmeadery.com>, Sam Saunders <ssaunders@fnbgillette.com>, Samantha Granat <Samanthaslater@yahoo.com>, Samantha Granat <sgranat@fnbofwyo.com>, Sandra Hollenbeck <cctidbits@yahoo.com>, shawn dorr <shawndorr@hotmail.com>, Sherryl Lindblom <sherryl@magpiedesignswy.com>, Sir Speedy Rachel <sirspeedy@vcn.com>, Staci Bungard <staci@ccswy.org>, Stan Wolfe <wolfelaw@vcn.com>, Susan Kiplinger <susan@aaasolutioninc.com>, Tara Beard <tara.beard@fib.com>, Tara Stoneking <tara@magpiedesignswy.com>, Tessa Robinson <abovosalon@gmail.com>, Tim Zeli <tzeli@nelbro.com>, Tom Hammerquist <thammerquist@fnbgillette.com>, Tom Lubnau <tom@etseq.com>, Tony Heidei <colesports@live.com>, Two Guys Deco <twoguys@2guysdeco.com>, Vanessa Bender <bendersbodyworks@gmail.com>, Wendy Hauck <whauck@fnbofwyo.com>

Hello All!

The City Council is currently considering a dramatic increase in Overtime Parking Fees on Main Street. The Gillette Main Street Board has sent out an email detailing these fee increases (I attached it as well), but the bottom line is that the proposed **750%** increase is from \$2 per ticket to \$15 per ticket.

I would like to invite any who are interested in showing their support for the **rejection** of this amendment to please take a quick moment to sign the petition located at either Alla Lala Cupcakes or RapsCALLIONS Barbershop.

Trevers and I plan to submit the petition to City Council prior to the next Council meeting.

The petition is very straightforward, stating:

"As downtown merchants, business owners, and employees, we are concerned that such an increase in parking fines will drive traffic away from our downtown, and negatively impact our businesses and business operation.

We the undersigned are concerned citizens who urge our City leaders to reject the proposed Ordinance to Amend Section 11-25 of the Gillette City Code to Increase the Overtime Parking Fines for the City of Gillette."

Thank you!

Laura Chapman  
Alla Lala Cupcakes and Sweet Things  
204 S Gillette Ave  
480.205.9879

Celebrate every day.

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 **GMS EMail - Parking Fine Increase.pdf**  
68K



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

July 6, 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.	APPROVAL OF AGENDA (2.3.3)			
3.	APPROVAL OF MINUTES (2.3.3) for the A. June 8, 2017 Board meeting (ATTACHMENT "A")			
4.	CONSENT AGENDA (2.3.4). A. APPROVAL OF WARRANTS (ATTACHMENT "B")			
5.	CITIZEN INPUT (2.2.1)			
6.	MONITORING GENERAL MANAGER PERFORMANCE (4.4) A. MANAGEMENT PARAMETERS MONITORING (ATTACHMENT "C")			
	AGENDA ITEM #	POLICY #	TITLE	DATE
	i.	3.0	General Mgmt. Constraint (Annual Report)	June
<p><i>"MOTION: that the Board approve that the General Manager's monitoring report on Policy #3.0, General Mgmt. Constraint (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>				
7.	BOARD PROCESS			
	<p>A. BOARD COMMITTEE ASSIGNMENTS:</p> <ul style="list-style-type: none"> <li>i. Governance Committee (2.7.1.C)-The Board appoints two members along with Vice-Chair TBD to this committee.</li> <li>ii. Community Linkage Committee (2.7.2.C)-The Board appoints 3 members including Chairman TBD to this committee.</li> </ul> <p>B. CITY OF GILLETTE EASEMENTS (ATTACHMENT "D")  <i>"MOTION: to move approve City of Gillette easements as presented."</i></p>			

CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

July 6, 2017 – 6:30 P.M.



	<p>C. SAGE HOPPERS RC AIRPORT REQUEST (ATTACHMENT "E")  <i>"MOTION: to move approve Sage Hoppers RC Airport request as presented."</i></p> <p>D. LIGHTNING DETECTOR DISCUSSION (ATTACHMENT "F")</p> <p>E. SPECIAL EVENTS LANGUAGE DISCUSSION</p> <p>F. FOLLOW UP ITEMS FROM PREVIOUS MEETING (2.3.3)              i. None</p> <p>G. CONTRACTING/PURCHASING DECISIONS (2.2.7): (no actions to be taken at this meeting)</p>
8.	<p>OPERATIONS REPORT/UPDATE (3.8.1.C)</p> <p>A. Items GM Foster will discuss:              i. CAM-PLEX Metrics Report              ii. Community Grant Application (ATTACHMENT "G")              iii. Personnel Update              iv. NHSFR Update</p>
9.	<p>MATTERS FOR NOTING:</p> <p>A. MAJOR CORRESPONDENCE: (None)</p> <p>B. BOARD CALENDAR: (ATTACHMENT "H")              i. Upcoming Board Meetings:                  a. August 10, 2017 at 6:30 p.m. (Workshop at 6:00 p.m.)                  b. September 14, 2017 at 6:30 p.m. (Quarterly meeting with Commissioners at 6:00 p.m.)              ii. Other meetings/events: (none)                  a. July 19, 2017 at 6:00 p.m. Governor's Reception during the NHSFR</p> <p>C. SUMMARY OF FOLLOW-UP ITEMS: (items from this meeting to be followed up at the next meeting)</p>
10.	<p>BOARD MEETING EVALUATION (2.1.8) - Board members will share observations/opinions as to:</p> <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>
11.	<p>ADJOURNMENT</p>

ATTACHMENT A  
**Campbell County Public Land Board (CCPLB)**  
**and Quarterly Board of Commissioners Meeting Minutes**  
**June 8, 2017**

<b>Members</b>	<b>Staff</b>
<b>Present:</b> Mary Silvernell, Duane Evenson, Peter Reno, Shawn Lesmeister <b>Absent:</b> Marilyn Mackey, Skyler Pownall, Don Hamm	<b>Present:</b> Paul Foster, Kathy Ashton
<b>Legal Counsel</b>	<b>Guests</b>
<b>Present:</b> Frank Stevens	<b>Present:</b> Matt Avery <i>County Liaison</i> ; Mickey Shober, Rusty Bell, Clark Kissack <i>County Commissioners</i> ; Susan Saunders <i>County Representative</i> ; Billy Montgomery <i>City Liaison</i>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	<b>Call to Order/Attendance</b>	The Quarterly Board of Commissioners meeting was called to order at 6:05 PM MDT and the CCPLB meeting was called to order at 6:52 PM MDT on June 8, 2017, by Chair Mary Silvernell.		
2.	<b>Quarterly Board of Commissioners Meeting Agenda</b>	<p>Operations Trust Fund Language and Limit</p> <ul style="list-style-type: none"> <li>• The group discussed CCPLB's request to lower the Operations Trust Fund from \$10 million to \$5 million. Funding for this account comes from any unused Special Events money along with donations, oil and gas revenue, and the interest it accumulates. The Amendment to the Resolution Establishing the Operations Fund document shows the current balance in the fund with language on how it may be used, including the Special Event Account agreement and accountability to the funding entities. If approved, CCPLB members are committed to maintain the \$5 million balance and to always add a percentage to make sure it is kept to that level.</li> <li>• The Commissioners expressed concerns including the prevention of this Board or future Boards from making multiple \$35,000 expenditures. If money can't be used in the Special Events Fund, can it be moved to this fund and then used? Could a project be for a Special Event and for other events? If used specifically for national and regional events, it might be okay. Additionally, risks would also include that whatever the lowest amount approved by either funding entity is most likely what would get approved.</li> <li>• It was discussed that anything going over \$35,000 or multiple requests would be under the microscope and would still need both funding entities' approval. The Board interprets that this fund could not include personnel items</li> </ul>		Commissioners are adding the Special Events Account language change to their next workshop on 6/15/17 or next Commissioners meeting on 6/20/17.

**Campbell County Public Land Board (CCPLB)  
and Quarterly Board of Commissioners Meeting Minutes  
June 8, 2017**

ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
	<p>such as hiring staff unless it was directed and approved by funding entities. Only capital projects or improvements should be funded. If this account is lowered, it would be managed the same, just with the ability to use the funds. The \$5 million, just the same as the \$10 million, will still be invested in WYOSTAR.</p> <ul style="list-style-type: none"> <li>The CCPLB has approached both funding entities and will now ask for formal approval. The Commissioners will address this at either their upcoming workshop on July 15 or at their next monthly meeting on the 20.</li> </ul> <p>Website Funding Options</p> <ul style="list-style-type: none"> <li>CCPLB has prepared a new website RFP but need funding entities' approval to use money from one of three choices before it can be sent out. The estimated cost is \$50,000. Funding choices would come from the Operations Trust Fund if lowered, or use the Special Events Fund, or ask both funding entities to split the cost. CCPLB Members explained the benefits the new website would bring. Funding returns from the website would come from sponsor ads, but it is unknown when it would pay for itself.</li> </ul> <p>Special Events Account Language is in process and will be presented to the funding entities at a later date.</p> <p>NHSFR Update</p> <ul style="list-style-type: none"> <li>Mr. Foster appreciated the County support and encouraged volunteering. Sign-ups have been slow, and CAM-PLEX hired someone to call past volunteers to fill openings. The Governor's Reception will be July 19 at 6:00 PM and invites will be sent. NHSFR capital projects are progressing nicely including water in Energy RV Park, updating the crows nest, and installing lighting projects. The NHSFR Community Committee is heavily involved in the process now.</li> </ul> <p>NHSFR New Road Request and Construction Schedule</p> <ul style="list-style-type: none"> <li>Funding of \$8,400 was approved through the Special Events Account; however, because of the significant personnel loss and workload of County Road and Bridge this project will not be accomplished in time for rodeo. A private contractor was</li> </ul>		<p>Commissioners are adding CCPLB website funding to their next workshop on 6/15/17 or next Commissioners meeting on 6/20/17.</p> <p>Mr. Foster will contact a private contractor regarding the roadwork that needs to be done for NHSFR.</p>

**Campbell County Public Land Board (CCPLB)  
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June 8, 2017**

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>referred and will be contacted to see if they can do the work at the budgeted price. If the road cannot be done by a private contractor, County Road and Bridge may do it in the fall. Tony Knievel from the County has completed the survey for this approximately ½ mile road.</p> <p>Other</p> <ul style="list-style-type: none"> <li>• The issue of drainage in the permanent stalls area was a concern for the Commissioners, and finding a more permanent solution rather than requesting County Road and Bridge to come every year. Mr. Foster said it had not been a high priority project.</li> <li>• The Commissioners are making Board appointments on July 20 and there are 9 people applying for CCPLB.</li> <li>• Mr. Reno thanked the Commissioners for letting him serve.</li> <li>• The Commissioners discussed having a comprehensive solution for a lightning system to cover all of Gillette.</li> </ul>		<p>Mr. Foster will work with Mr. David King and other entities regarding the proposed lightning system for Gillette.</p>
3.	Approval of CCPLB Agenda	The June 8, 2017, agenda was reviewed.	Mr. Evenson made a motion to approve the June 8, 2017, agenda. Mr. Lesmeister seconded the motion, and it passed unanimously.	
4.	Approval of Minutes	The May 11, 2017, CCPLB meeting minutes were reviewed.	Mr. Evenson made a motion to approve the May 11, 2017, meeting minutes as presented. Mr. Lesmeister seconded the motion, and it passed unanimously.	
5.	Consent Agenda	<p>A. Approval of Warrants: The Warrants for the June 8, 2017, meeting were reviewed.</p> <ul style="list-style-type: none"> <li>- May 2017 Accounts Payable Voucher Numbers 46316-46404 (General Fund/Special Events) in the amount of \$143,985.45.</li> <li>- May 2017 Manual Purchase Order Numbers 9585-9600 in the amount of \$107,947.97.</li> <li>- May 2017 Payroll Warrants in the amount of \$151,797.34 for the period of 4/23/2017-5/5/2017.</li> </ul> <p>Cost clarifications were requested on the switches, artist fees, user fees, and painting costs. There was discussion on the backside of Wrangler Arena bucking shoots not being painted. Aged Trial</p>	Mr. Evenson made a motion to approve the consent agenda. Mr. Lesmeister seconded the motion, and it passed unanimously.	Mr. Foster stated he will have Operations Manager Greg Rook call Mr. Lesmeister and email the group regarding the Wrangler Arena painting project.

**Campbell County Public Land Board (CCPLB)  
and Quarterly Board of Commissioners Meeting Minutes  
June 8, 2017**

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		Balance with Options Detail was explained as being the list of credit card purchases.		
6.	Citizen Input	City Councilman Billy Montgomery gave CCPLB Members an invite from Governor Matthew Mead and the Campbell County Impaired Driving Task Force. He explained this is a pilot program exclusive to Campbell County. The event takes place June 16, 2017, from 10:00 AM – 1:00 PM at the Gillette College Tech Center.		
7.	Monitoring General Manager Performance	<p>A. The Board discussed the General Manager's Management Parameters Monitoring reports:</p> <ul style="list-style-type: none"> <li>• Policy 3.7 Emergency Management Succession (Annual Report): <ul style="list-style-type: none"> <li>○ Mr. Foster summarized the report.</li> </ul> </li> </ul> <p>B. The Board discussed Ends Monitoring report.</p> <ul style="list-style-type: none"> <li>• Policy 1.0 Broadest End: Purpose (Annual Report): <ul style="list-style-type: none"> <li>○ Mr. Foster summarized the report.</li> </ul> </li> </ul>	<p>A. Mr. Evenson made a motion to approve that the General Manager's monitoring report on Policy 3.7 Emergency Management Succession 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. Mr. Lesmeister seconded the motion, and it passed unanimously.</p> <p>B. Mr. Evenson made a motion to 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</p>	

**Campbell County Public Land Board (CCPLB)  
and Quarterly Board of Commissioners Meeting Minutes  
June 8, 2017**

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
			interpretations. Mr. Lesmeister seconded the motion, and it passed unanimously.	
8.	Board Process	<p>A. Mr. Foster reported on the Heritage Center Theater department's report.</p> <ul style="list-style-type: none"> <li>• April's four events were highly attended. The Performing Arts Workshop (PAW) which is a 3-week workshop ending with the performance of "Once On This Island" is taking place now. Following PAW the staff moves into NHSFR followed by Rock Band Camp. Theater Manager Jaymi Gilmour has secured the Wyoming State Drama contract for December 2019 and December 2020 which brings in approximately 700 students. Prep for Buck and Ball may be affected. This event will be on a location rotation similar to NHSFR.</li> </ul> <p>B. The Board discussed the City of Gillette's easement request.</p> <ul style="list-style-type: none"> <li>• Lance Block with the City provided Mr. Foster with a map of the easement request. The City is putting in fiber-optics along Highway 51. They do not want to use the highway right-of-way for fear of being too close to the Madison water line. The Land Board does not have or foresee any land development for the requested piece of land. The previously approved MOU agreement that Mr. Stevens is drawing up with the City was discussed. This MOU covers pre-existing lines. Any new installations will still be requested through easements. Mr. Foster, Mr. Block, and Mr. Stevens will work on providing a formal easement to present to the Board.</li> </ul> <p>C. The Special Events Account language was discussed by the Board.</p> <ul style="list-style-type: none"> <li>• When CCPLB met with the City, they mirrored their policy and changed the limit to \$35,000.</li> <li>• The Board will ask City and County support before making any motions for approval.</li> <li>• Members discussed large back-to-back Special Events: If CAM-PLEX could not provide enough staff for a large, quick turnover could Special Event funds</li> </ul>		

**Campbell County Public Land Board (CCPLB)  
and Quarterly Board of Commissioners Meeting Minutes  
June 8, 2017**

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>be used, so we would not have to turn away the second large event. As per earlier discussion with the Commissioners, employees cannot be hired unless directed by funding entities. If contractors as part of the Special Event were hired to get an event cleaned up and in shape, monies may fit into that description. Now that both entities have been approached, a document can be submitted to both.</p> <p>D. Follow-Up Items from previous meeting:</p> <ul style="list-style-type: none"> <li>i. The new road for the NHSFR was updated in the commissioners meeting.</li> </ul> <p>E. There were no contracting or purchasing decisions at this meeting.</p>		
9.	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>o Mr. Foster went over highlights of the report. Charts and graphs will be given once a quarter. Attendance was up for May events. Many calls are received for "rate shopping." Customer satisfaction reported at 70%. The marketing team is working on more local events.</li> </ul> </li> <li>ii. The FMCA Rally will be coming back to Gillette in July 18-21, 2018. 2,700 units are projected.</li> <li>iii. The PGI Proposal for August of 2019 was discussed. <ul style="list-style-type: none"> <li>o RFP is due July 7, 2017. They are giving options to receive proposals 1 of 2 ways: (1)-Lump sum or (2)-percentage (revenue sharing). Mr. Foster would like to propose the percentage option. With that option, PGI is more invested in the event and revenue gained at the public attendance. Paul has contacted PGI members.</li> </ul> </li> <li>iv. Street Fest Event Report <ul style="list-style-type: none"> <li>o Tickets sales were low. \$1,500 of the expenses will not be there next year</li> </ul> </li> </ul>		

**Campbell County Public Land Board (CCPLB)  
and Quarterly Board of Commissioners Meeting Minutes  
June 8, 2017**

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p style="text-align: center;">because they were decorations that will be reused.</p> <p style="text-align: center;">Mr. Foster distributed the NHSFR pocket map to the group.</p>		
10.	<b>Matters for Noting Board Meeting</b>	<p><b>A.</b> Major Correspondence (none)</p> <p><b>B.</b> Board Calendar:</p> <ul style="list-style-type: none"> <li>ia. The July CCPLB Meeting will be held on a special date because of the NHSFR at 6:30 PM. on July 6, 2017, with the pre-meeting workshop at 6:00 PM</li> <li>ib. The August CCPLB Meeting will be at 6:30 PM on August 11, 2017, with the pre-meeting workshop at 6:00 PM.</li> <li>ii. The Board members are invited to the NHSFR Governor's Reception on July 19, 2017, at 6:00 PM</li> </ul> <p><b>C.</b> Summary of Follow-Up Items: Actions to be taken noted.</p>		
11.	<b>Evaluation</b>	Mr. Peter Reno was presented a gift on behalf of the Board and staff and thanked for his service. Mrs. Mackey will also receive a gift.		
12.	<b>Adjournment</b>	CCPLB meeting was adjourned at 7:37 PM MDT.		

Respectfully submitted,

---

Duane Evenson, Secretary



**ATTACHMENT B**

**CCPLB MEMBERS WILL BE E-MAILED**

**WARRANTS**

**FOR THIS MONTH'S**

**APPROVAL**

**PRIOR TO MEETING.**

*Your Ideas. Our Expertise. Endless Event Possibilities!*

1636 Reata Drive • Gillette, WY 82718 • [www.cam-plex.com](http://www.cam-plex.com)  
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# Campbell County Public Land Board

## MONITORING REPORT

---

TO: Campbell County Public Land Board Members

FROM: Paul Foster, CAM-PLEX General Manager



RE: Annual Monitoring Report on **Policy 3.0 General Management Constraint**

DATE: June 29, 2017

I hereby present my monitoring report on your Management Parameters Policy 3.0 "General Management Constraint," 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 29, 2017.

A handwritten signature in blue ink, appearing to read "Paul Foster", is written over a horizontal line.

SIGNED:

---

### **THERE HAVE BEEN NO CHANGES SINCE THE LAST SUBMITTAL OF THIS REPORT.**

**BROADEST POLICY PROVISION:** The General Manager will not cause or allow any practice, activity, decision, or organizational circumstance that is unlawful, inconsistent with the Joint Powers Agreement, imprudent, or in violation of commonly accepted business and professional ethics and practices.

**GENERAL MANAGER INTERPRETATION:** I interpret "practice, activity, decision, or organizational circumstance" to mean and include all methods, decisions, and activities that occur at the operational level (i.e., delegated to me or under my authority). For any issues at or under other direct authority of the Board of Directors (e.g., Board officers, committees, etc.), I am required to inform the Board, typically via the Chair, of any such concerns.

I interpret "unlawful" to mean acting in opposition of any civil and criminal laws generally applicable to employers and government entities.

Pertaining to the Board's concerns regarding ethics and prudence, I submit these concerns are comprehensively interpreted in the other policy titles under "Management Parameters." I further interpret this to mean, should a circumstance arise in which the Board has not articulated any specific policies, the test of "is this something an ethical General Manager, exercising sound judgment, might reasonably have done in this context?" will be used as the "catch-all" criteria for evaluation. I interpret "commonly accepted business practices" to be an additional qualifier of the Board's intentions regarding ethics and prudence. By this I mean if

staff and/or I were to proceed with something which we believe would be judged both ethical and prudent, but for some reason was inconsistent with what could be argued to be a common business practice within the venue/multi-events facility industry, the staff and I do not have the authority to proceed.

**REPORT:** My reports on prudence, ethics, and business practices are, per my interpretation above, incorporated into specific monitoring provided to the Board on each of the other Management Parameters policies. I therefore am focusing this report on the policy provision proscribing against any “unlawful” actions or situations.

There have been no allegations or charges pertaining to noncompliance with any laws. To ensure this to be the case, CAM-PLEX takes the following steps to ensure legal/regulatory compliance. All contracts, MOU documents, bid documents, and agreements of any type are first reviewed and approved by our legal counsel. Any issues that may affect litigation in any way are communicated and discussed thoroughly with legal counsel before any direction is taken. In addition, any items listed in the above provision are discussed with the Board to demonstrate complete transparency. I REPORT COMPLIANCE.

---

**GENERAL UTILITY EASEMENT**

Campbell County Land Board of Gillette, Wyoming, hereinafter GRANTOR, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is acknowledged does Grant and Convey to the City of Gillette, Wyoming, a municipal corporation and city of the first class, of 201 East Fifth Street, Box 3003, Gillette, Wyoming 82717, hereinafter GRANTEE, a permanent general utility easement in and to the following described tract of land:

T50N, R72W

Section 25: Part of Lot 8 (SE1/4NE1/4)

**See attached Exhibit "A".**

GRANTEE, its successors, licensees and assigns to have and to hold forever the lands described above for a general utility easement over, under, upon and within which to construct, maintain, service, reconstruct, operate, and locate at any time and from time to time, electrical lines and other electrical facilities to be determined in the sole discretion of the City.

At the conclusion of initial construction and any reconstruction or repair activities within the easement, GRANTEE shall restore the surface and any improvements damaged and any adjacent areas disturbed during the construction or repair activities to a condition comparable to the condition of the disturbed or damaged areas before construction within the easement.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2017.

GRANTOR

\_\_\_\_\_  
\_\_\_\_\_

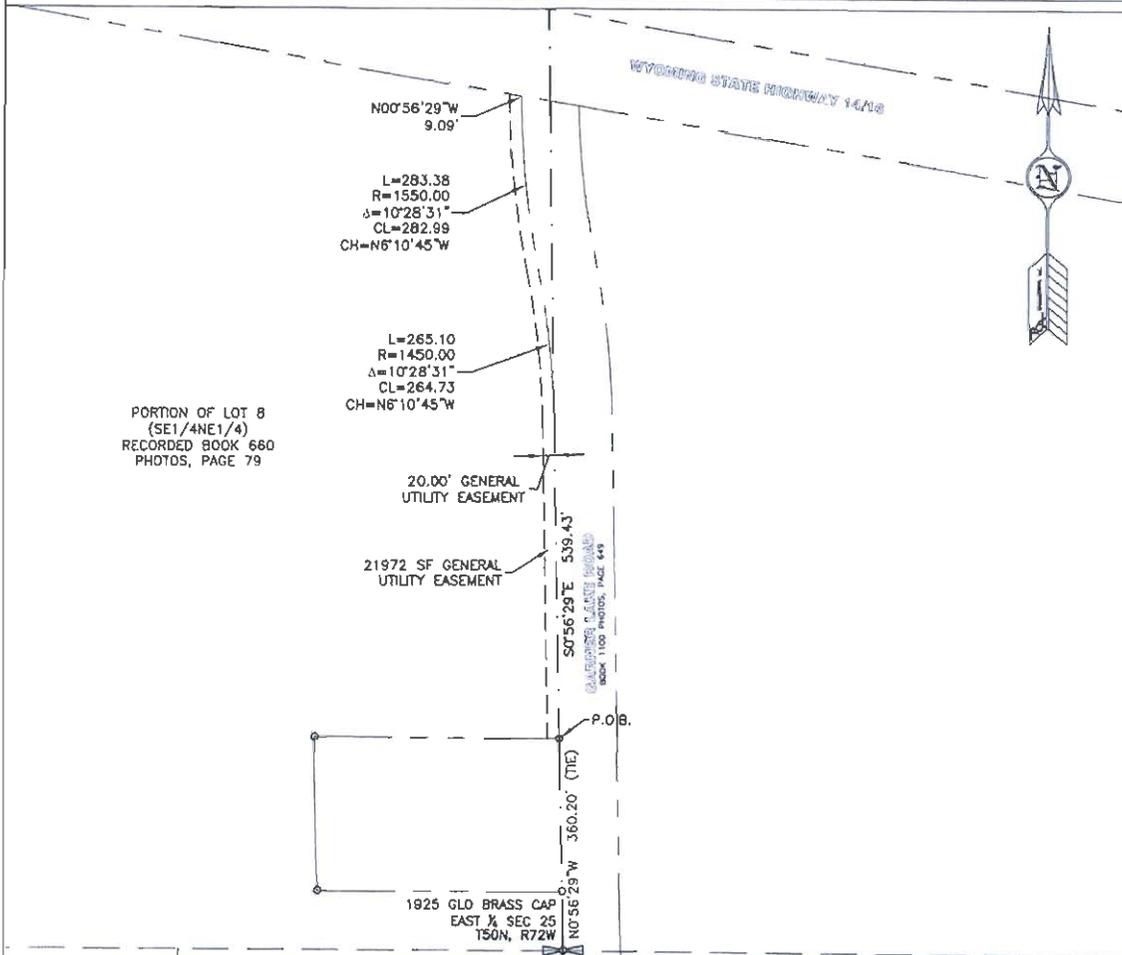
STATE OF WYOMING     )  
  )ss.  
County of CAMPBELL     )

The above and foregoing instrument was acknowledged before me by \_\_\_\_\_  
\_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires:



**LEGAL DESCRIPTION**

A 20 FOOT GENERAL UTILITY EASEMENT LOCATED IN A PARCEL IN LOT 8 (SE1/4NE1/4) OF SECTION 25, T50N, R72W OF THE 6TH P.M., GILLETTE, WYOMING, AS RECORDED IN BOOK 660 PHOTOS, PAGE 79 OF THE CAMPBELL COUNTY CLERKS RECORDS, LYING 20 FEET WESTERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 25, BEING MONUMENTED BY A 1925 GLO BRASS CAP; THENCE ALONG THE EAST SECTION LINE OF SAID SECTION 25, ALSO BEING THE WESTERLY RIGHT OF WAY OF GARNER LAKE ROAD AS DESCRIBED IN BOOK 1100 PHOTOS, PAGE 649, N00°56'29"W, 360.20 FEET TO THE NORTHEAST CORNER OF A PARCEL AS RECORDED IN BOOK 2565 PHOTOS, PAGE 674, MONUMENTED BY AN ALUMINUM CAP STAMPED PLS 9328 AND BEING THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID SECTION LINE AND RIGHT OF WAY, N00°56'29"W, 539.43 FEET TO THE BEGINNING OF A NON-TANGENT CIRCULAR CURVE CONCAVE TO THE WEST; THENCE LEAVING SAID SECTION LINE AND CONTINUING ALONG SAID RIGHT OF WAY, THROUGH SAID CURVE WITH A DELTA ANGLE OF 10°28'31", A RADIUS LENGTH OF 1450.00, AN ARC LENGTH OF 265.10, A CHORD BEARING OF N06°10'45"W AND A CHORD LENGTH OF 264.73 TO THE BEGINNING OF A NON-TANGENT CIRCULAR CURVE CONCAVE TO THE EAST; THENCE CONTINUING ALONG SAID RIGHT OF WAY, THROUGH SAID CURVE WITH A DELTA ANGLE OF 10°28'31", A RADIUS LENGTH OF 1550.00, AN ARC LENGTH OF 283.38, A CHORD BEARING OF N06°10'45"W AND A CHORD LENGTH OF 282.99 TO A POINT ON SAID RIGHT OF WAY; THENCE CONTINUING ALONG SAID RIGHT OF WAY, N00°56'29"W, 9.09 FEET TO A POINT ON THE SOUTHERLY RIGHT OF WAY OF WYOMING STATE HIGHWAY 14/16 AND BEING THE POINT OF TERMINATION. THE SIDELINES OF SAID EASEMENT ARE TO BE SHORTENED OR EXTENDED TO PREVENT GAPS AND OVERLAPS. SAID EASEMENT CONTAINS 21972 SQUARE FEET MORE OR LESS.

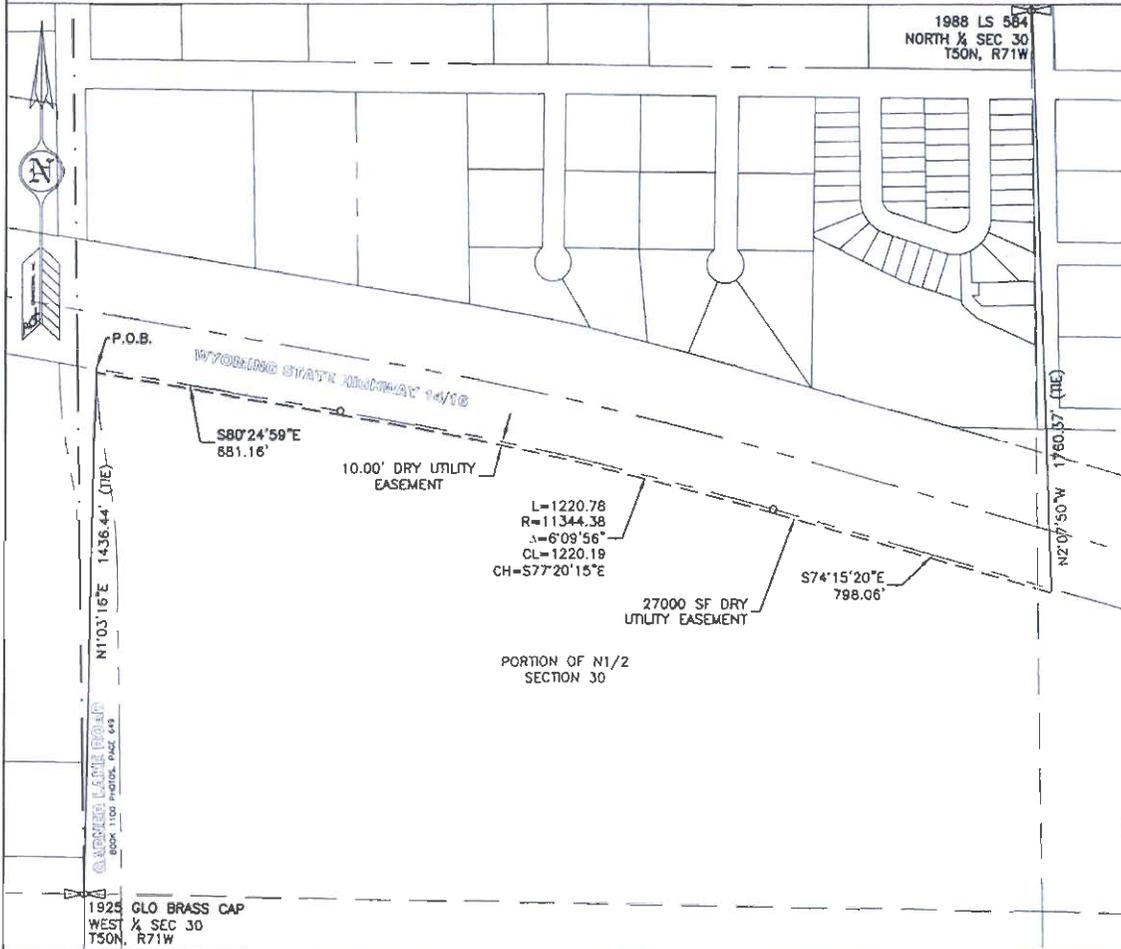
THE BASIS OF BEARING FOR THIS EXHIBIT AND LEGAL DESCRIPTIONS IS THE CITY OF GILLETTE HORIZONTAL CONTROL NETWORK.



A 20' GENERAL UTILITY EASEMENT LOCATED IN A PARCEL IN LOT 8 (SE1/4NE1/4) SECTION 25, T50N, R72W OF THE 6TH P.M., GILLETTE, WYOMING

FOR:  
CITY OF GILLETTE  
201 E. 5TH STREET  
GILLETTE, WYOMING 82716  
(307) 686-5265  
Project No. 163757.021  
Scale: 1" = 250'  
Drawn By: SMS  
Date: JUNE, 2017



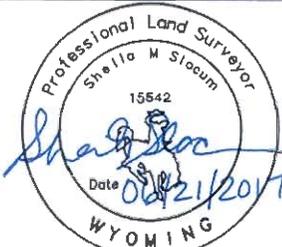


**LEGAL DESCRIPTION**

A 10 FOOT DRY UTILITY EASEMENT LOCATED IN A PORTION OF THE N1/2 OF SECTION 30, T50N, R71W OF THE 6TH P.M., GILLETTE, WYOMING, LYING 10 FEET SOUTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 30, BEING MONUMENTED BY A 1925 GLO BRASS CAP; THENCE N01°03'16"E, 1436.44 FEET TO THE INTERSECTION OF GARNER LAKE ROAD AND WYOMING STATE HIGHWAY 14/16 AND BEING THE POINT OF BEGINNING; THENCE ALONG THE SOUTHERLY RIGHT OF WAY OF SAID HIGHWAY, S80°24'59"E, 681.16 FEET TO THE BEGINNING OF A NON-TANGENT CIRCULAR CURVE CONCAVE TO THE SOUTH, MONUMENTED BY A SHEARED OFF RIGHT OF WAY MONUMENT; THENCE CONTINUING ALONG SAID SOUTHERLY RIGHT OF WAY, THROUGH SAID CURVE WITH A DELTA ANGLE OF 6°09'56", A RADIUS LENGTH OF 11344.38, AN ARC LENGTH OF 1220.78, A CHORD BEARING OF S77°20'15"E AND A CHORD LENGTH OF 1220.19 TO A SHEARED OFF RIGHT OF WAY MONUMENT; THENCE CONTINUING ALONG SAID SOUTHERLY RIGHT OF WAY, S74°15'20"E, 798.06 FEET TO THE POINT OF TERMINATION, FROM WHICH THE NORTH QUARTER CORNER LIES N02°07'50"W, 1760.37 FEET, MONUMENTED BY A 1988 CAP STAMPED LS 584. THE WESTERLY SIDELINES OF SAID EASEMENT ARE TO BE SHORTENED OR EXTENDED TO PREVENT GAPS AND OVERLAPS, THE EASTERLY SIDELINE TERMINATION IS TO BE PERPENDICULAR TO THE DESCRIBED POINT OF TERMINATION. SAID EASEMENT CONTAINS 27000 SQUARE FEET MORE OR LESS.

THE BASIS OF BEARING FOR THIS EXHIBIT AND LEGAL DESCRIPTIONS IS THE CITY OF GILLETTE HORIZONTAL CONTROL NETWORK.



A 10' DRY UTILITY EASEMENT  
LOCATED IN A PORTION OF  
THE N1/2 SECTION 30, T50N,  
R71W OF THE 6TH P.M.,  
GILLETTE, WYOMING

FOR:

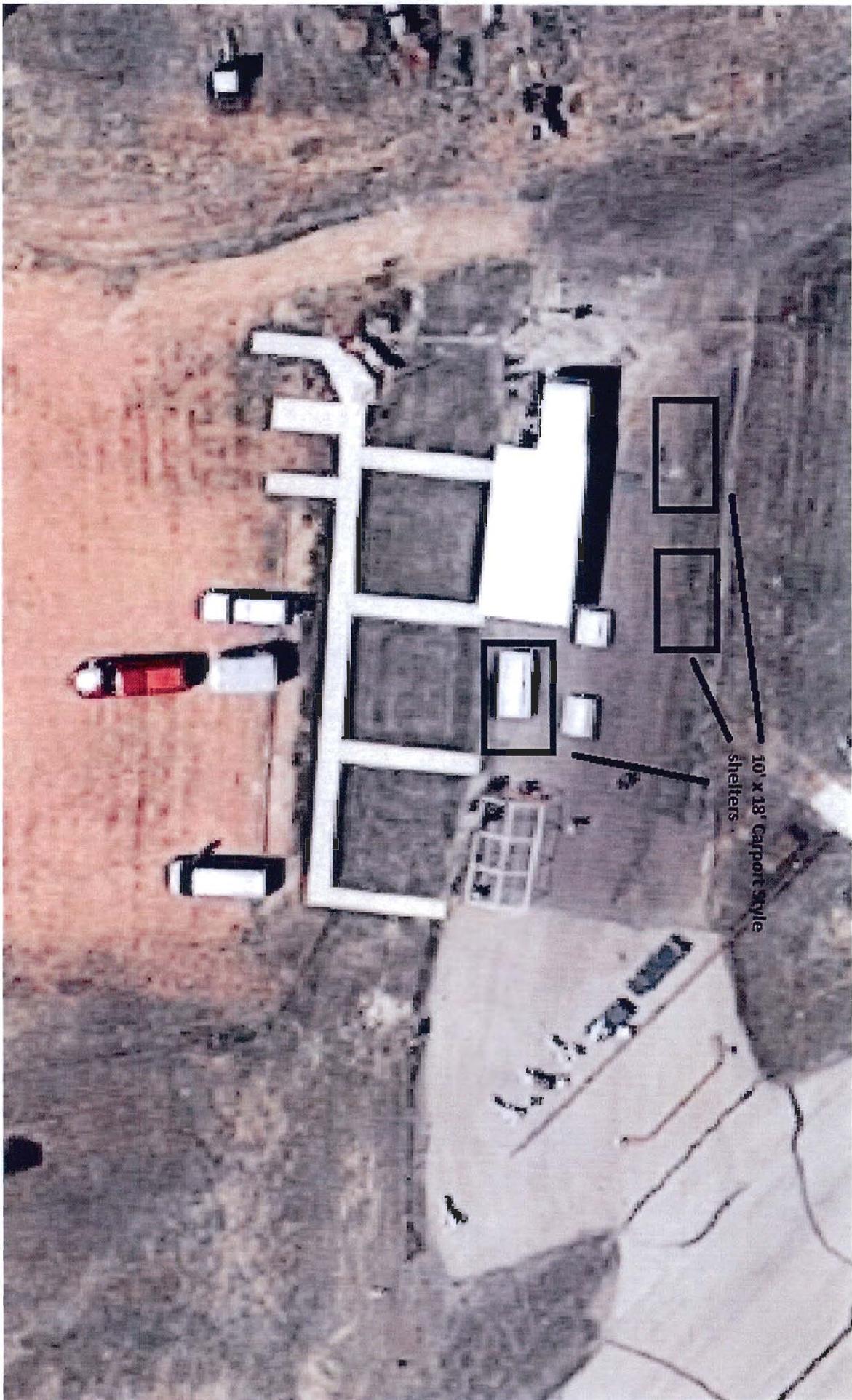
CITY OF GILLETTE  
201 E. 5TH STREET  
GILLETTE, WYOMING 82716  
(307) 686-5265

Project No. 163757.021

Scale: 1" = 400'

Drawn By: SMS

Date: JUNE, 2017





BY: OFFICE  
500 South Gillette Avenue  
Suite 1100  
Gillette, Wyoming 82716  
(307) 686-7477 Office  
(307) 687-6325 FAX  
(307) 689-7477 Cell

**Emergency Management  
Agency**

**COORDINATOR**  
David King

[dak41@ccgov.net](mailto:dak41@ccgov.net)

June 20<sup>th</sup>, 2017

Paul Foster  
Manager  
CamPlex Multi-Events Center  
1635 Reata Drive  
Gillette, WY 82718

Dear Mr. Foster,

The Campbell County Board of Commissioners have directed me to contact local governmental entities involved in providing facilities for outdoor recreation and events to determine if they are interested in participating in the purchase, installation and maintenance of a lightning safety system which would cover the City of Gillette and Town of Wright.

I have been working since early June with ThorGuard, Inc. to determine the feasibility of installing their proprietary hyperstatic sensors which predicts lightning by measuring the electrostatic field of the atmosphere. The system provides warning and alerts when the field builds up to a level indicative of a probable lightning strike. When event organizers are considering how soon their play or activities can resume, the sensors also provide a quantitative measure as to whether a strike is still probable and would not have to rely upon the current standard of waiting at least 30 minutes after the last strike in the area.

The Commissioners directed me to consider a system which would provide coverage for all of Gillette's outdoor activity sites, and it appears the best coverage would include four sensors. Each of the host sites would require electricity and internet connectivity, and sites I identified include Bicentennial Park, the Bell Knob Golf Course, CamPlex and either Thunder Basin High School, Gillette College or the Rec Center.

Sensors located in these four locations would provide coverage for public events involving soccer, baseball and softball at Bicentennial Park, the American Legion Field, the Gillette Gun Club, Bell Knob Golf Course, Campbell County High School, Thunder Basin High School, Sage Valley and Twin Spruce Jr. High Schools, the City Pool, the new soccer fields south of the Pronghorn Center, the Gillette Golf Club, the Energy Capital Sports Complex, the Little League and Jr. Football Fields at Dalby Park, CamPlex, Thunder Speedway, the Equestrian Track and Radio Control Airplane Field, and once-a-year events such as the 4<sup>th</sup> of July festivities and County Fair. Additionally, installation of one sensor in Wright would provide warning coverage for the Hay Creek Golf Course and the Wright Softball Fields, and the Wright High School Football Field and Track.

ThorGuard's software would send out emails and/or text messages to the organizers or event directors and would also provide it's data to a mobile app. Additionally, there is a public-facing website provided by the company which can be accessed by any member of the public to view the sensor information.

The systems are not new and ThorGuard systems have been used for nearly 15 years for all the major golf tournaments. They have also been installed extensively in Florida and other states, as well as in use at the Bronco's Stadium, CSU, New Mexico State and federal sites such as NASA facilities and the White Sands Missile Test Center. They are also in use by facilities utilizing explosives, such as a variety of surface mines.

The current proposal provided by ThorGuard would cost \$39,995 for equipment, installation and the first year software license and preventive maintenance. This would obtain the four sensors for Gillette, the related control systems and software. If we added in one for Wright, it would cost \$48,245.

The annual software fee would cost \$3,000 for five sites, and \$1,500 for the annual preventive maintenance and calibration of the systems. If only the four Gillette sites were installed that combined annual cost would drop to \$4,000.

Because these systems would be serving more than just "county" facilities and program, the Board of Commissioners instructed me to determine if there is interest in installing the systems and sharing in their cost, as well as sharing in the annual operating/maintenance fees. I am writing to you, the Campbell County School District, the City of Gillette, and the Town of Wright.

Fortunately, only about 10% of those struck by lightning are killed, however most lightning victims sustain debilitating, life-long injuries. Gillette and Campbell County residents have been struck by lightning.

In Campbell County, during the period of 2005-2015:

- Two people have been directly struck by lightning in Campbell County
  - One while mowing his lawn in Gillette in 2015
  - One while driving his motorcycle near the Port of Entry in 2005.
    - Both men were hospitalized.
- Three vehicles have been struck while driving in Campbell County
  - The driver of a truck was hospitalized because of the strike.
- During the 10-year period, lightning has caused fire or damage to:
  - Six homes
  - Two businesses

As NOAA Lightning Safety Specialist John S. Jensenius, Jr. stated in his March, 2017 paper "[A Detailed Analysis of Lightning Deaths in the United States from 2006 through 2016](#)" factors that contribute to lightning fatalities "...include the willingness to cancel or postpone activities, the ability to be aware of an approaching or developing storm, the vulnerability of the actual activity, and the ability to get to a safe place quickly."

Thank you for your consideration and I am available to answer any questions you or your Board may have.

Sincerely,



David King  
Coordinator

1635 Reata Drive  
Gillette, WY 82718

cam-plex@vcn.com  
www.cam-plex.com



Phone 307-682-0552  
Fax 307-682-8418  
Tickets 307-682-8802

June 14, 2017

Whitney Davies  
First Assembly of God  
601 Carey Ave.  
Gillette, WY 82718

Re: Campbell County Public Land Board Community Grant Request

Dear Ms. Whitney Davies:

CAM-PLEX General Manager, Paul Foster, approved your grant request of \$250 on June 8, 2017. This grant is to be used for the 2017 Harvest Festival event to be held Tuesday, October 31, 2017 in CAM-PLEX Central Pavilion.

You received a copy of the guidelines with your application for the community grant fund indicating the requirements that must be met. If any of the requirements are violated, the award will be forfeited.

Please call me if you have questions or require further assistance.

Sincerely,

A handwritten signature in blue ink that reads "Kathy Ashton". The signature is written in a cursive style.

Kathy Ashton  
Senior Administrative Assistant

xc: Shelley Ailts, Facilities Coordinator  
ReNae Keuck, Comptroller

**CAMPBELL COUNTY PUBLIC LAND BOARD**

**COMMUNITY GRANT APPLICATION**

**INSTRUCTIONS:** Please complete all blanks on this application. All applications must be typed. Attach additional pages as necessary. Please sign and submit three (3) copies of this application to CAM-PLEX, 1635 Reata Drive, Gillette, Wyoming 82718 at least three (3) weeks prior to a regularly scheduled Campbell County Public Land Board Meeting. These meetings are scheduled on the second Thursday of each month. **Grant application will be denied if admission is charged to the event.**

**BOARD MEETING DATE** June 2017

**DATE RECEIVED** \_\_\_\_\_

**AMOUNT OF GRANT REQUEST \$** MAXIMUM

**APPLICANT ORGANIZATION** FIRST ASSEMBLY OF GOD

**PROJECT COORDINATOR** Whitney Davies

**ADDRESS** 601 CAREY AVE. GILLETTE, WY. 82716

**PHONE (H)** 215-519-9081

**PHONE (W)** 307-682-3308

**ALTERNATE CONTACT PERSON** DANIEL HOLDEN

**PHONE (H)** 307-660-6700

**PHONE (W)**  
307-682-3308

**DATES OF EVENT** OCTOBER 31, 2017

**FACILITY(S) TO BE USED** CENTRAL PAVILION, WEST CONCESSIONS

**TOTAL NUMBER OF PERFORMANCES** 1 EVENT; 6-9 P.M.

**ESTIMATED NUMBER OF PARTICIPANTS** 50+

**ESTIMATED ATTENDANCE** 3000 - 5000

Have you previously received a Community Grant from the Campbell County Public Land Board? X **YES** \_\_\_\_\_ **NO**

**DATE RECEIVED** \_\_\_\_\_

**AMOUNT \$** \_\_\_\_\_

35706224. Give a concise overview of your project.

The overview of this project is to "keep families inside, out of the cold weather and off the streets for an evening of food and fun!"

Our community event also includes several Fun-On-The-Go activities, Carnival Booths with candy prizes, a Cake Walk, Mini Motorcycles, Clowns (creating balloon creatures and more), Face Painting, and much, much more **ALL FOR FREE** to those that attend.

35706225. Summarize your specific need for this Community Grant.

It would assist us financially in continuing to put on this event for the community. The cost for this project has and is only growing since our attendance has grown over the years and an in-door activity is greatly needed over this holiday.

35706226. Explain the impact this project will have on the community.

Through this project, the community is shown that First Assembly of God Family Life Center has them in-heart over this specific holiday. It also allows us to show the community that there is a different outlet to having fun in a safe environment. It also gives us the opportunity to meet new families in the community and show them that they are welcome in Gillette. And through all of this, in my opinion, brings our community closer together and makes us stronger.

35706227. How is your organization generating local funding for these activities?

We are generating local funding through sponsorship from our local businesses and donations provided by Gillette and surrounding areas within the county.

**ATTACHMENTS:**

Please include the following attachments with your grant application:

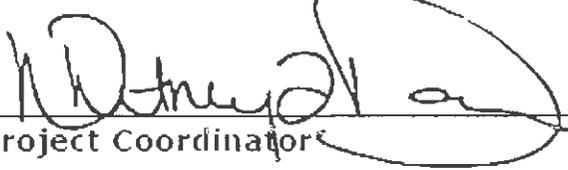
35705792.A complete list of current organization members and their function.

35705793.A copy of your organization's IRS non-profit tax exemption number or if you are not a non-profit, a letter stating why your organization and project should be considered a community event.

35705794.A detailed financial statement for your organization from the previous year.

35705795.The attached event budget form.

TO THE BEST OF THE APPLICANT'S KNOWLEDGE, THE FIGURES, FACTS, REPRESENTATIONS, AND ATTACHMENTS INCLUDED WITH THIS APPLICATION ARE TRUE AND CORRECT.

	Dan Holden
Project Coordinator	Associated Representative
Children's Pastor	Senior Pastor
Title	Title
6/8/2017	6/8/2017
Date	Date

FOR BOARD USE ONLY

GRANT APPROVED

GRANT NOT APPROVED

AMOUNT GRANTED \$ 250.00

DATE APPROVED 6/8/17



~~CHAIRMAN~~ General Manager

**CAMPBELL COUNTY  
PUBLIC LAND BOARD**

**EVENT BUDGET**

**THIS INFORMATION IS A REQUIREMENT FOR ALL GRANT APPLICANTS**

	<u>(List Each)</u>	<u>(Cost \$)</u>
<b>Administrative Expenses</b>	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
<b>Production Expenses</b>	<b>FUN-ON-THE-GO</b>	\$ <b>1,000.00</b>
	<b>CAMPLEX</b>	\$ <b>1,000.00</b>
	<b>BAGS AND HANDOUTS</b>	\$ <b>1,500.00</b>
	<b>CANDY AND POPCORN</b>	\$ <b>750.00</b>
	<b>CLOWNS AND BALLOONS</b>	\$ <b>500.00</b>
<b>Insurance</b>	_____	\$ _____
	_____	\$ _____
<b>Fees and Charges</b>	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
<b>Other</b>	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____

**Marketing**

**ADVERTISING & MARKETING**

**\$ 1,200.00**

\_\_\_\_\_

**\$ \_\_\_\_\_**

\_\_\_\_\_

**\$ \_\_\_\_\_**

**TOTAL EXPENSES**

**\$ 5,950.00**

Revised 10-7-10

# August 2017

August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
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	<div style="background-color: #f4a460; padding: 5px;">                     10                      6:00pm CCPLB                      Workshop; 6:30                      CCPLB Board Meeting                      (Board Room) - Kathy                      Ashton                 </div>	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	Sep 1	2

# September 2017

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

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



Angela Williams &lt;angelaw@gillettewy.gov&gt;

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## Junk Mail - Shop with a Cop

1 message

Dan Stroup &lt;dans@gillettewy.gov&gt;

Thu, Jun 29, 2017 at 5:20 AM

To: Everyone &lt;everyone@gillettewy.gov&gt;

On September 23<sup>rd</sup> 2017 Shop with a Cop will be having a dinner, art sale and silent auction starting at 5 pm at the American Legion Hall in Gillette WY. Dinner tickets will be on sale prior to the event and at the door. Artists will receive 2 free dinner tickets. We are asking local artists to please consider putting in a piece of artwork for sale or as a donation. Art can be of any form from jewelry to pottery to wall hanging. Everything will be excepted and welcomed as long as it is artist made! Those wanting to put items in for sale, we are doing 50% pay back. Turn around for payment will be no greater than 30 days. Please label your item with your name, estimated value and minimum you will let an item go for if selling it. If you are donating an item please include your name and estimated value.

Pieces can be dropped off at 3304 Alberta Drive, anytime between now and September 1<sup>st</sup>. Please call Tonya Stroup at [307-660-7907](tel:307-660-7907) to make drop off arrangements or I can also pick up items.

### What is Shop with a Cop?

Shop with a Cop is a Non-profit organization in Gillette WY that takes under privileged children from DFS, YES House long term housing, Headstart, Campbell County School District School Counselors, Gillette Police Department and Campbell County Sheriffs Department recommendations Christmas shopping in December. Participants have to fill out an application showing financial need and negative contact with Law Enforcement. These applications are then reviewed and agreed upon by a large group before acceptance. We usually take between 50-60 children giving them between \$125-\$175 per child to shop with officers at Kmart after feeding approximately 150 participants, parents and volunteers a homemade breakfast. Our goal is to change the negative outlook that these young people have towards Law Enforcement while they are young by showing them the fun, softer and caring side of Officers during this event.

### How do we Raise Funds?

We raise funds through a letter writing campaign to Campbell County businesses and also take personal donations year round. We have done bake sales in the past, a Blue Curb Stripe campaign, and t-shirt sales. It is our hope to raise enough money with this event to fund us for a couple years and to be able to help more people that are in need in our community. All monies raised stays right here in Campbell County.

Please feel free to contact me at [tstroup75@gmail.com](mailto:tstroup75@gmail.com) or [307-660-7907](tel:307-660-7907) with any questions you may have.

Shop with a Cop