



# 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: July 21, 2017

The following meetings are scheduled for the week of July 22nd – July 28<sup>th</sup>

### Tuesday, July 25<sup>th</sup>

6:00 p.m. City Council Work Session, Agenda Attached - **Canceled**

- City Hall – 2<sup>nd</sup> Floor Community Room
- Dinner Served at 5:30 p.m.

### Tuesday, July 25<sup>th</sup>

6:00 p.m. County vs. City Charity Softball Game

- Energy Capital Sports Complex

### Thursday, July 27<sup>th</sup>

12:00 p.m. Senior Center Luncheon

1. Attached please find an email in response to Councilman Carsrud's request for information regarding a Camping Sign at Crazy Woman Campground dated July 20, 2017 provided by Development Services Director Hamilton.
2. Attached please find a letter regarding Senior Center Meal Program Change dated July 11, 2017 provided by Campbell County Senior Center Executive Director Ann Rossi.
3. Attached please find the agenda for the Planning Commission dated July 25, 2017 and meeting minutes dated June 13, 2017 provided by Development Services Director Hamilton.
4. Attached please find a flyer regarding Campbell County vs. City of Gillette Fundraiser Softball Game on July 25, 2017 at 6:00 p.m. at the Energy Capital Sports Complex provided by Personal Frontiers, Inc.
5. Attached please find a flyer regarding the Energy Capital Eclipse Festival on August 18-21, 2017 provided by the Campbell County Chamber of Commerce.
6. Attached please find a thank you card from Campbell County Senior Center Executive Director Ann Rossi and the Senior Center Board.

\* Item previously discussed by Council

PGD/adw

	<b>Work Session - CANCELED</b> Tuesday, July 25, 2017

**Agenda Topics:**

Meeting Canceled – City/County Charity Softball Game

## Upcoming Work Session Topics:

### **August 8**

- Review August 15th Agenda
- Executive Session

### **August 22 - CANCELED**

### **August 29**

- Employee Benefits Presentation
- Simulator Demonstration (**Tentative**)
- 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**

- Executive Session

### **October 31**

- Review November 7th Agenda
- Executive Session

### **November 14**

- Review November 21st Agenda
- Executive Session

### **November 28**

- Review December 5th Agenda
- Executive Session

### **December 12**

- Review December 19th Agenda
- Executive Session

### **December 26**

- Review January 2nd Agenda
- Executive Session

## Upcoming Council Pre-Meeting Topics

### **August 1**

- Overtime Parking Discussion
- Loan Agreement for Interstate Industrial Park Discussion
- Review August 1st Agenda
- Executive Session

### **August 15**

- Citizen Survey
- Quarterly Updates
  - Campbell County Fire Department
  - Energy Capital Economic Development
- Rodeo Cost of Service Debrief
- Review August 15th Agenda
- Executive Session

### **September 5**

- Quarterly Updates
  - Cam-Plex
  - Gillette Main Street
- Review September 5th Agenda
- Executive Session

### **September 19**

- Wreaths Across America
- Review September 19th Agenda
- Executive Session

### **October 3**

- Review October 3rd Agenda
- Executive Session

### **October 17**

- Review October 17th Agenda
- Executive Session

### **November 7**

- Review November 7th Agenda
- Executive Session

### **November 21**

- Review November 21st Agenda
- Executive Session

### **December 5**

- Review December 5th Agenda
- Executive Session

### **December 19**

- Review December 19th Agenda
- Executive Session

## Upcoming Activities

- **July 25** – Annual City/County Charity Softball Game
- **July 27** – Senior Center Luncheon 12:00 p.m.

### New Agenda Items for August 1, 2017

1. Council Consideration of a Professional Service Agreement for the Dalbey Park to Gillette College Pathway – Phase 1 Project, with HDR Engineering, in the Amount of \$71,000.00 (WYDOT TAP Grant and 1% Project).

(New Business – Minute Action)

2. Council Consideration to Authorize the Mayor to Sign a Drinking Water State Revolving Loan Promissory Note and Loan Agreement with the State of Wyoming, Wyoming State Loan and Investment Board, Cheyenne, Wyoming for DWSRF Loan #196 for the Interstate Industrial Park Water Distribution System Project. (Tentative)

(New Business – Minute Action)

3. Council Consideration of Amendment No. 1 to the Project Agreement for the Gillette Regional Extensions - Phase II Project with the State of Wyoming Water Development Commission (WWDC) to Increase Funding for the Project to \$2,237,800.00, or Sixty-Seven Percent (67%) of the Actual Development Costs, Whichever is Less.

(New Business – Minute Action)

4. Council Consideration of a Project Agreement for the Gillette Regional Extensions 2017 Project with the State of Wyoming Water Development Commission (WWDC) in the Amount of \$361,800.00, or Sixty-Seven Percent (67%) of the Actual Development Costs, Whichever is Less.

(New Business – Minute Action)

5. An Ordinance Approving and Authorizing the TC-4 Condominium Plat to the City of Gillette, Wyoming, Subject to all Planning Requirements.

(New Business - Ordinance First Reading)

6. A Public Hearing to Amend the District Zoning Map of the City of Gillette, Wyoming, for the North 10 Feet of Lot 1, Dave Bundy Addition from R-2, Single and Two Family Residential to A, Agricultural District.

(Public Hearings and Considerations)

7. An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for the North 10 Feet of Lot 1, Dave Bundy Addition from R-2, Single and Two Family Residential to A, Agricultural District.

(Public Hearings and Considerations)



Angela Williams <angelaw@gillettewy.gov>

---

## Camping Sign Follow-up

1 message

---

**Dustin Hamilton** <dustinh@gillettewy.gov>

Thu, Jul 20, 2017 at 6:10 PM

To: Josh Jundt <josh.jundt@wyo.gov>

Cc: Heath VonEye <HeathV@gillettewy.gov>, Angela Williams <angelaw@gillettewy.gov>

Josh,

I am just following up to see if your Traffic Group has had a chance to follow up on our March 22nd request to look at the Camping Sign affixed to the 30 MPH sign on 2nd Street near the Crazywoman Campground. We have had a subsequent complaint regarding the potential hazard for passerby on the sidewalk.

Thanks for your assistance on this concern.

Dustin

--

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

Phone: 307-686-5265

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



Mayor Louise Carter-King and City Council  
201 E 5<sup>th</sup> Street  
Gillette, WY 82716

July 11, 2017

Dear Mayor Carter-King and City Council,

First of all, thank you for supporting the Campbell County Senior Center through your sponsorship of meals for senior citizens. The meal program is vital to seniors who may be struggling with chronic health conditions, coping with the loss of a spouse or family members, or living on a limited income. Still others are fighting isolation and need the benefit of sharing the mealtime with others. Your sponsorship is important to the future of the meal program and its benefit to the seniors of Campbell County. Please allow me to express my deep appreciation on their behalf.

I am writing to inform you of a change within the Senior Center Meal Program. Effective July 1, 2017, the Senior Center meal prices increased to \$4.50 per meal in the dining room and to \$5.00 for the Home Delivered Meal. The non-senior guest meal price has been increased to \$9.00 per meal. The meal prices have not been increased since 2008, so it was a difficult decision but necessary with the current funding reductions and the rising costs associated with the meal program.

Since your sponsorship is part of an annual budgeting process, I believe it would be unfair to you, as a faithful sponsor, to immediately absorb this increase in the per meal price. Therefore, all invoices provided to you from now until October 1st, will not be based on the higher price. Hopefully this will give you enough time to adjust your allocation to the Senior Center.

Please use the new meal price for 2018 as you plan your Senior Center support efforts. I hope that you will continue to offer your support of senior services for many years to come.

Again, thank you for your support of senior services.

Sincerely,

A handwritten signature in blue ink that reads "Ann Rossi". The signature is written in a cursive style with a large, stylized "A" and "R".

Ann Rossi

Executive Director



CITY OF GILLETTE  
PLANNING COMMISSION

Tuesday, July 25, 2017

7:00 PM

Council Chambers

201 E. 5th Street, Gillette, Wyoming 82716

(307) 686-5281

---

Call To Order

Election of Officers

1. Election of Chair and Vice -Chair

Approval of Minutes

1. Pre-Meeting Workshop Minutes - June 13, 2017  
Regular Meeting Minutes - June 13, 2017

Cases

Case No.	17.028DP	Development Plan – Flight Zone
Case No.	17.029Z	Zoning Map Amendment – North 10 feet of Lot 1, Dave Bundy Addition
Case No.	17.030CP	Condominium Plat - TC4 Condominium

Old Business

New Business

Adjournment

Productivity **Service With P.R.I.D.E.** Enthusiasm  
Responsibility Integrity Dedication

**BOARD MEMBERS**

Trevor Matson  
Brenda Green

Jim Nielsen  
Ted Jerred  
Sheryl Martin

Cindy Reardon  
Jennifer Tuomela

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



CITY OF GILLETTE  
PLANNING COMMISSION  
July 25, 2017 7:00:00 PM  
Council Chambers  
201 E. 5th Street, Gillette, Wyoming  
(307)686-5281

DATE: 7/25/2017 7:00:00 PM

**CASE NUMBER AND TITLE:**

Pre-Meeting Workshop Minutes - June 13, 2017

Regular Meeting Minutes - June 13, 2017

**APPLICANT/OWNER:**

**AGENT:**

**CASE SUMMARY:**

**CASE BACKGROUND:**

**CASE REQUIREMENTS:**

**STAFF RECOMMENDATION:**

**CASE MANAGER:**

**TENTATIVE CITY COUNCIL DATE:**

**ATTACHMENTS:**

Click to download

[Workshop Minutes](#)

[Meeting Minutes](#)

**CITY PLANNING COMMISSION**  
**MINUTES OF THE PRE-MEETING WORKSHOP**  
**ENGINEERING CONFERENCE ROOM – CITY HALL**  
June 13, 2017 – 6:00 p.m.

The June 13, 2017, Pre-Meeting Workshop of the City of Gillette Planning Commission convened at 6:00 p.m. in the Engineering Conference Room, located on the second floor of City Hall. Planning Commission Members present were Vice-Chair Jennifer Thomas, Jim Nielsen, and Cindy Reardon. Those present from the City of Gillette were Heath VonEye, Planning Manager; Natalie Buchwald, Planner; Clark Sanders, Planner; and Jill McCarty, Administrative Assistant.

Discussion was held on the case to be presented at the regular meeting to follow.

The Pre-Meeting Workshop adjourned at 6:53 p.m.

Minutes taken and prepared by:

Jill McCarty  
Administrative Assistant

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
City Council Chambers ~ City Hall  
June 13, 2017 ~ 7:00 p.m.

PRESENT

Commission Members Present: Vice-Chair Jennifer Thomas, Cindy Reardon, Jim Nielsen and Todd Mattson.

Commission Members Absent: Brenda Green.

Staff Present: Heath VonEye, City Engineer/Planning Manager; Natalie Buchwald, Planner; Clark Sanders, Planner; and Jill McCarty, Administrative Assistant.

CALL TO ORDER

Vice-Chair Thomas called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion was made by Jim Nielsen and seconded by Cindy Reardon to approve the Pre-Meeting Workshop and Regular Meeting Minutes of the City Planning Commission Meeting of May 23, 2017. Motion carried 4/0.

17.021SFPM-FINAL PLAT MINOR-Dave Bundy Addition

Natalie Buchwald presented Case No. 17.021SFPM.

The owner is proposing to consolidate his various, adjacent properties into a single lot referred to as Lot 1 of the Dave Bundy Addition.

Mr. Bundy owns several properties located at the east end of East Lincoln Street in both the Northside Addition and the Bundy Addition. Recently Mr. Bundy proposed to build a shop on the parcel he owns, adjacent to his home, known as Lot 12, Block 4 of the Northside Addition. Previously, this property was zoned as R-2, Single and Two Family Residential. His intended construction was not allowable in the R-2 zoning district. Mr. Bundy then proposed to rezone his property to A, Agricultural. During the Planning Commission meeting held on April 25, 2017, the Planning Commission approved the zoning change request from R-2 to A, Agricultural zoning district. On June 6, 2017, the City Council approved the zoning map amendment.

The total acreage for the newly proposed subdivision is 3.39 acres. Mr. Bundy's existing access to his property will remain as is. This resubdivision is for ownership purposes only. All improvements to the property will require permitting approval and coordination with the City of Gillette.

Natalie said they City Planning Division had not received any calls from the public regarding this case.

Vice-Chair Thomas asked if there were any questions on the case. There were no further questions from the commission or the public on this case.

Jim Nielsen made a motion to approve said case. Cindy Reardon seconded the motion. Motion carried 4/0.

17.022Z-ZONING MAP AMENDMENT-Portion of Lot 1, Block 5, Northside Addition

Natalie Buchwald presented Case No. 17.022Z.

The owner, Mr. Bundy, is proposing to rezone a portion of his property from M-H, Mobile Home zoning district to A, Agricultural zoning district. The 60.5-foot portion of land was originally zoned M-H, Mobile Home zoning district as a part of the Lot 1, Block 5, Northside Addition zoning. Mr. Bundy is proposing to

consolidate his various, adjacent properties into one (1) lot as proposed in a previous case heard by the Planning Commission, case number 17.021SFP. To establish the same zoning district across the entire proposed Lot 1 of the Dave Bundy Addition, Mr. Bundy is proposing this zoning map amendment.

Natalie said they City Planning Division had not received any calls from the public regarding this case.

Vice-Chair Thomas asked if there were any questions on the case. There were no further questions from the commission or the public on this case.

Jim Nielsen made a motion to approve said case. Cindy Reardon seconded the motion. Motion carried 4/0.

17.023SFPM-FINAL  
PLAT MINOR-Betcher  
Subdivision

Natalie Buchwald presented Case No. 17.023SFPM.

In 2015 Mr. Betcher's property was annexed into the City of Gillette. The property is currently undeveloped. In fall of 2016 Mr. Betcher proposed the Betcher Subdivision. That subdivision consisted of two (2) lots. However, the Planning Division received a letter from Mr. Betcher requesting to repeal the previously approved Resolution 2580 so that he may propose a new lot layout. That repeal request will be heard by the City Council at a future meeting.

Mr. Betcher is proposing to establish two (2) lots and one (1) tract as part of the Betcher Subdivision. The proposed lot lines match the zoning designations established by the Betcher Annexation. Lot 1 being zoned as C-3, Business/Services zoning district, while Lot 2 is zoned as I-1, Light Industrial zoning district. The newly established tract, Tract A, will also be zoned as I-1, Light Industrial, but will be dedicated and deeded to the City for drainage as it is primarily covered by a large detention pond to cover the full extent of the detention pond. A portion of Lot 1 will also contain a Drainage Easement. Currently the proposed subdivision is for ownership purposes only in anticipation of future development.

Natalie said they City Planning Division had received one citizen call regarding this case, inquiring what the different zoning designations meant and what uses would be allowed in the different districts.

Vice-Chair Thomas asked if there were any questions on the case. There were no further questions from the commission or the public on this case.

Jim Nielsen made a motion to approve said case. Cindy Reardon seconded the motion. Motion carried 4/0.

17.024ZA-ZONING  
TEXT AMENDMENT-  
Storage in M-H Zoning  
Districts

Natalie Buchwald presented Case No. 17.024ZA.

Tract D was created as part of the Ash Meadows Subdivision Phase I. The Preliminary Plat proposed mobile home lots on the entire area including Tract D; Tract D is currently vacant. In 2015 and 2017 the owner proposed to rezone a portion of Tract D from M-H, Mobile Home District to I-1, Light Industrial District. That request was not approved, so the owner is now proposing to allow for the parking and storage of personal vehicles and effects through a zoning text amendment. This zoning text amendment will apply not only to the current case, but allow for the storage of personal vehicles and effects in all M-H Mobile home zoning districts.

Vice-Chair Thomas asked if there were any questions on the case. There were no further questions from the commission or the public on this case.

# Personal Frontiers, Inc.

2nd Annual Softball Game  
"Fundraiser"

Sponsored By



Campbell County vs City of Gillette  
**Rematch**



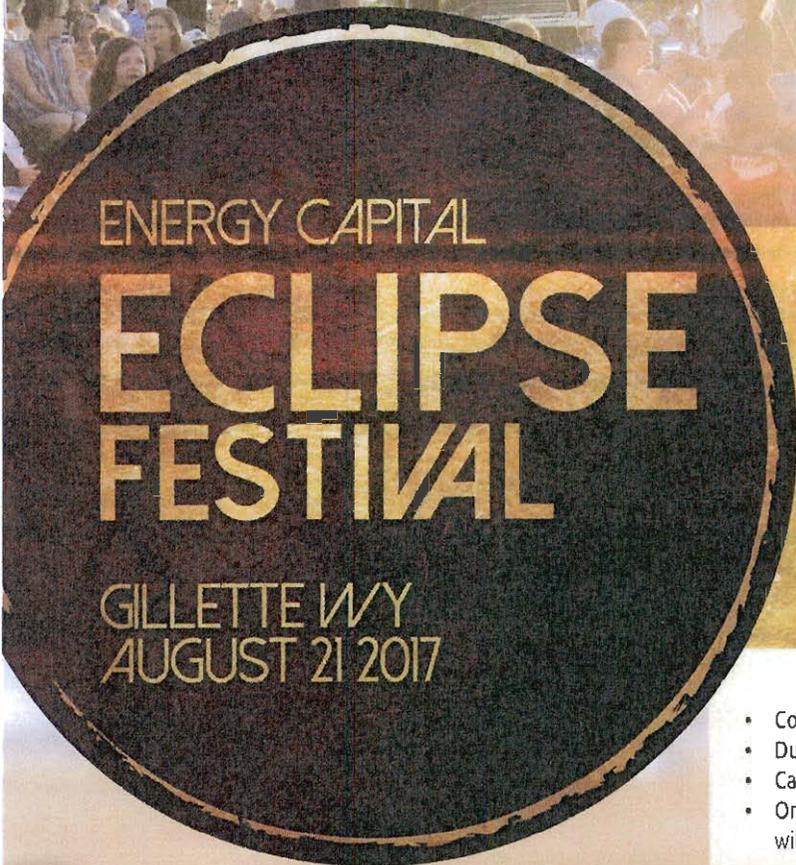
# July 25, 2017

6:00 p.m.

## Energy Capital Sports Complex

3400 Garner Lake Road

**\$5 person - 5 & under Free**  
**50/50 Raffle / Prize Giveaways**



# AUGUST 18-21

## FRIDAY, AUGUST 18

- Contura Energy's Eagle Butte Coal Mine Tours 9AM & 11AM
- Durham Buffalo Ranch Tour 10AM
- Campbell County School District Planetarium Laseropolis Show 4PM & 7PM
- One Book, One Community 2017 at Campbell County Library with Paul Bogard, author of *The End of Night* Book Signing Event 7:00PM

## SATURDAY, AUGUST 19

- Contura Energy's Eagle Butte Coal Mine Tours 9AM & 11AM
- One Book, One Community 2017 at the Wright Branch Public Library with Author Paul Bogard *The End of Night* Book Signing Event 11AM
- Campbell County School District Planetarium Family Shows 2PM, 6PM & 7PM
- Gillette Main Street Eclipse Festival **FOOD, DRINKS, VENDORS, MUSIC, KIDS' GAMES**

7AM-8AM	SK Run/Walk	1PM-6PM	Activities/Demonstrations
7:30AM-9AM	Kiwanis Club Pancake Feed	2PM-6PM	Car Show
8AM-1PM	Farmers Market	7PM-11PM	Live Music by Chancey Williams and the Younger Brothers Band
10AM-NOON	Wagon Rides		
11AM-7PM	Food/Merchandise Vendors		

## SUNDAY, AUGUST 20

- Contura Energy's Eagle Butte Coal Mine Tours 9AM & 11AM
- Devils Tower National Monument Solar Eclipse Presentation 11:30AM
- Campbell County School District Planetarium Family Shows 2PM & 3PM
- Josh Dorr and The Hold Up in Concert at CAM-PLEX Morningside Park 7PM

## MONDAY, AUGUST 21

- "Transport to Totality" Shuttles to Casper for Totality Viewing DEPART 6AM, RETURN 5PM
- Contura Energy's Eagle Butte Coal Mine Tours 9AM & 11AM
- Eclipse Watch Party and Vendor Booths at CAM-PLEX Energy Hall Field 10AM - 1PM
- Doktor Kaboom at the CAM-PLEX 10AM & 1:30PM
- Devils Tower National Monument Solar Eclipse Presentation 11:30AM
- Dry Fork Station Power Plant Tour 2PM-3:30PM



VISIT [GILLETTEWRIGHT.COM/ECLIPSE](http://GILLETTEWRIGHT.COM/ECLIPSE)





Dear Mayor & Council,  
I would like to take  
a moment to Thank-  
you for the Van. The  
Senior Center Board,  
Staff & Seniors  
Appreciate your  
understanding &  
willingness to make  
things come together  
to help us get through  
these uncertain times.  
This Van fits the need  
Perfectly. THANK-you  
so Very Much.  
Ann Rossi & The Senior  
Center Board.