



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, City Administrator
RE: General Information
DATE: February 2, 2018

The following meetings are scheduled for the week of **February 3 - February 9th**

Tuesday, February 6th

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

- Boys & Girls Club Discussion *
- Wireless Communication Facilities Ordinance Update – Development Services Director VonEye
- Street Cut Ordinance Discussion – Development Services Director VonEye
- Review February 6th Council Agenda
- Executive Session
- City Hall – 3rd 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 a **memorandum** regarding **City Employee Donations to United Way of Campbell County** dated **February 2, 2018** provided by **Communications Manager Palazzari**.
2. Attached please find **information** regarding **EPA Listening Session** on **March 27, 2018** from **9:00 a.m. to 8:00 p.m.** at the **Gillette College Tech Center** provided by **Cloud Peak Energy Public Affairs and Community Relations Manager Michelle Butler**.
3. Attached please find a **news release** regarding **Bee City USA Renews City of Gillette's Certification** dated **January 26, 2018** provided by **Bee City USA**.
4. Attached please find **information** regarding **February 2018 Economic Development Updates** provided by **Energy Capital Economic Development**.
5. Attached please find **information** regarding **ENDOW Executive Council Seeks Your Input** dated **February 2, 2018** provided by **ENDOW Wyoming**.
6. Attached please find **Snow Event #12** dated **January 30, 2018** provided by **Public Works Director Wilde**.
7. Attached please find the **agenda** for the **Campbell County Public Land Board** dated **February 8, 2018** and **meeting minutes** dated **January 11, 2018** and **January 31, 2018** provided by **Cam-Plex**.
8. Attached please find an **invitation** to the **Campbell County Economy Legislature Reception** on **February 14, 2018** from **5:15 p.m. – 8:00 p.m.** at the **Little America Yellowstone Room** in **Cheyenne, Wyoming** provided by **Energy Capital Economic Development**.

9. Attached please find an **invitation** to the **Campbell County Fire Department 2017 Awards Banquet** on **February 24, 2018** at **5:00 p.m.** at the **Campbell County Senior Center** provided by the **Campbell County Fire Department**.

* Item previously discussed by Council

PGD/adw



CITY OF GILLETTE

Finance Department - City Clerk Division
Karlene Abelseth, City Clerk
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5210 • Fax 307.686.4810
www.gillettewy.gov

**Pre-Meeting – 6:00 p.m.
City Hall – 3rd Floor Conference Room
Tuesday, February 6, 2018
Dinner Served at 5:30 p.m.**

Pre-Meeting Topic(s):

- Boys and Girls Club Discussion*
- Wireless Communication Facilities Ordinance Update – Development Services Director VonEye
- Street Cut Ordinance Discussion – Development Services Director VonEye
- Review February 6th Council Agenda
- Executive Session

*Item previously discussed by Council



CITY OF GILLETTE

Administration

201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5203 • Fax 307.686.1593
www.gillettewy.gov

MEMORANDUM

Date: February 2, 2018

To: Patrick Davidson, City Administrator

From: Geno Palazzari, Communications Manager

Re: City Employee Donations to United Way of Campbell County

The City of Gillette United Way Committee put on a number of events this year to raise money for the United Way and its partner agencies. The primary vehicle is through payroll deduction. Other means to raise funds included a Chili Cook-Off, raffles and opportunities for a day off. With the bulk of the fundraising complete, City employees have donated a total of \$10,422.80. This is a 19% increase over last year's campaign.

Regards,
Geno Palazzari
Communications Manager
United Way Committee Chair

From: Butler, Michelle L. (CPE)
Sent: Monday, January 29, 2018 11:16 AM
To: Butler, Michelle L. (CPE) <Michelle.Butler@cldpk.com>
Subject: EPA Listening Session

Good morning,

As you are probably already aware, the EPA recently announced a series of listening sessions on its proposal to repeal the Clean Power Plan. One of the sessions will be held in Gillette on Tuesday, March 27 at the Gillette College Tech Center, from 9 AM – 8 PM.

As you know, Wyoming is the largest coal producing state in the country, and many economists have predicted between a 25 and 50 percent hit to coal production in the state if the Clean Power Plan was implemented as written. That doesn't even begin to describe the impact it would have on our economy, with coal providing over \$1 billion to Wyoming through taxes, royalties and fees—impacting every single person and business in this state.

Beginning as early as this week, we are expecting the EPA to launch an online pre-registration sign-up to speak at the listening session [here](#). We encourage you, and your colleagues, friends and family, to stand up and let your voice be heard; help President Trump and the EPA repeal the rule in order to keep existing coal-fueled power plants open.

We are asking that anyone and everyone join us, and speak up and sign-up. We all know how much this impacts our organizations, businesses and communities. Please let me know if you have any questions.

Be sure to keep your eye out for more information; we anticipate an abundance of traffic once the website launches, however I will do my best to give you all as much notice as possible. As the date approaches, I will be sure to send out some key messages that will help you communicate your messages. We are also working with the Wyoming Mining Association on a pre-event Coffee and Conversation, and will keep you posted as the details are confirmed.

Thank you for your past attendance, efforts and interest in these listening sessions—we realize the time and energy that this takes, and want you to know that it really does make a difference.

Thank you!

Michelle Butler
Manager Public Affairs and Community Relations
Cloud Peak Energy Resources LLC
[505 S. Gillette Ave.](#), PO Box 3009 | Gillette | WY 82716
D: 307.687.6022 | C: 307.756.2360 | Michelle.Butler@cldpk.com

Bee City USA® Renews City of Gillette's Certification

The City has been a Bee City USA® affiliate since 2016

Bee City USA® has renewed Gillette's certification for 2017 following a rigorous renewal application process.

Post Date: 01/26/2018 3:15 PM

Gillette, WY, January 26, 2018 – Bee City USA® has renewed Gillette's certification for 2017 following a rigorous renewal application process. This completed the efforts of the Campbell County Master Gardeners' Pollinator Committee to accomplish this recertification, the facilitating committee for Gillette's efforts to engage the community in promoting pollinator-friendliness.

In 2016, the United Nations reported that forty percent of the world's 350,000 pollinator species were at risk of extinction. Bee City USA is a national nonprofit organization that galvanizes communities to sustain pollinators by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides. Imperiled pollinators like honey bees, bumble bees, butterflies, moths, bats, hummingbirds, and others are responsible for the reproduction of ninety percent of the world's wild plant species and one in every three bites of food we consume.

Mayor, Louise Carter King said, "Our City Council understood the importance of sustaining pollinators when we voted to become a Bee City USA affiliate in 2016. We commend the Campbell County Master Gardeners' Pollinator Committee for the impressive gains we made last year."

According to Megan McManamen, chair of the Pollinator Committee for the Campbell County Master Gardeners, "With the invaluable support of the Mayor, City Council, and the City Parks Division, we were able to create pollinator habitat and increase awareness of pollinator-friendly gardening practices in our community. From planting a Pollinator Rain Garden to hosting our first Annual Gillette Pollinator Day Celebration, we had an extremely successful first year as Wyoming's first Bee City USA affiliate. We would also like to thank our community for being so supportive of our efforts."

A new year brings new opportunities for raising awareness of the vital role pollinators play in supporting our food systems and the planet generally. The Master Gardeners' Pollinator Committee meetings are held throughout the year with dates and times advertised on the Campbell County Master Gardener webpage at www.ccgov.net/282/Master-Gardener and invites all residents of Gillette to offer their ideas for pollinator-friendly initiatives. The more people and organizations involved, the sooner pollinator declines will be reversed.

To see Gillette's annual report as well as other Bee City USA affiliates' annual reports visit <http://reports.beecityusa.org/>.

For more information about the Bee City USA organization visit www.beecityusa.org or email Director Phyllis Stiles at beecityusa@gmail.com. For more information about the Gillette Bee City USA program, contact Hannah Johnson at hjh10@ccgov.net or Megan McManamen at mmt_2005@hotmail.com.



Angela Williams <angelaw@gillettewy.gov>

Fwd: February 2018 Economic Development Updates

1 message

ADMN ADMN <admn@gillettewy.gov>
To: Angela Williams <angelaw@gillettewy.gov>

Thu, Feb 1, 2018 at 1:13 PM

For GI

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

From: **Phil Christopherson** <info@energycapital.com>

Date: Thu, Feb 1, 2018 at 12:12 PM

Subject: February 2018 Economic Development Updates

To: admn@gillettewy.gov

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

**Economic Development**

Energy Capital Economic Development had a busy January, and February is looking to be just as exciting. Here are some of the activities that we'd like to share with you.

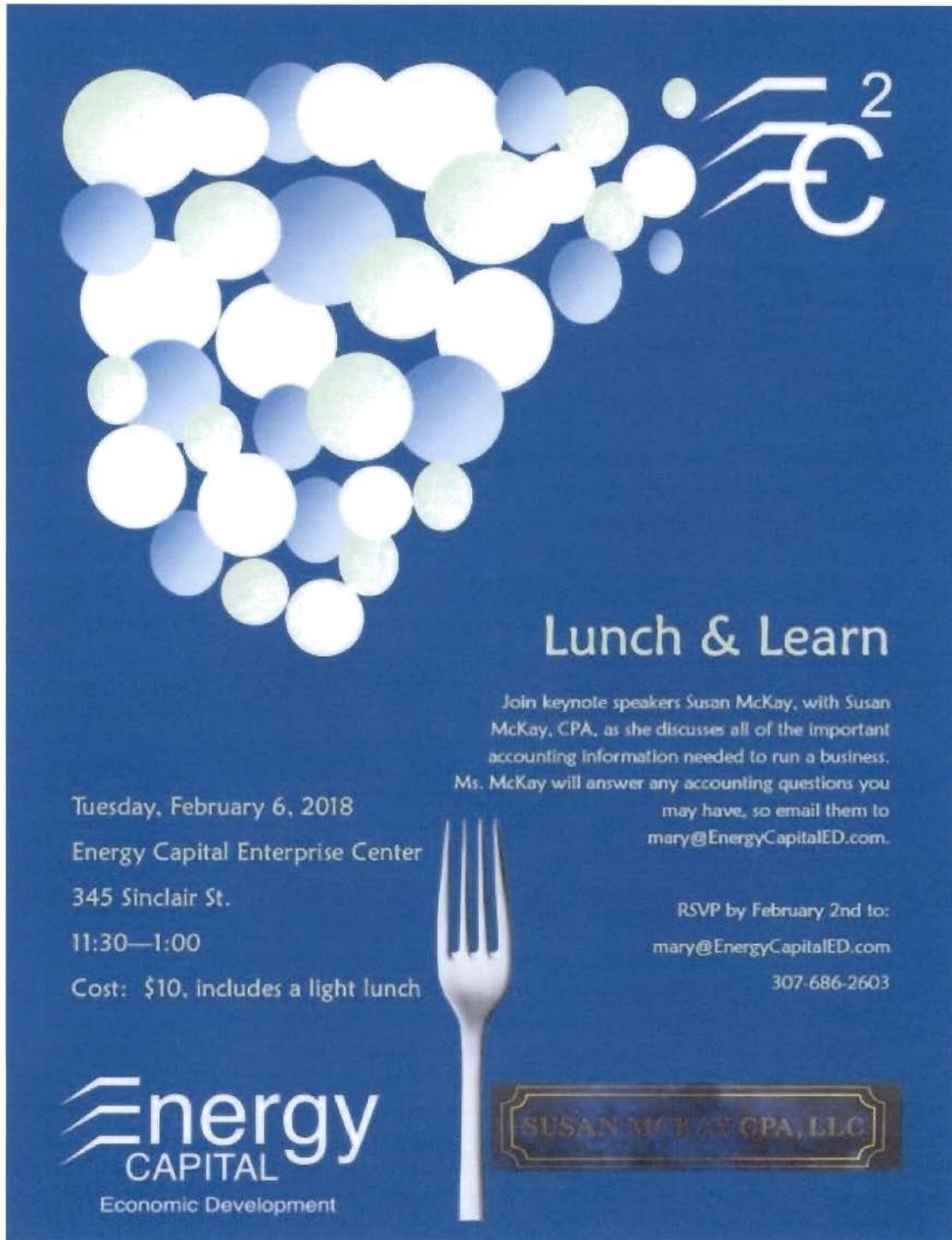
Legislative Reception Set for February 14

Campbell County business leaders will have an opportunity to visit with state legislators at a reception sponsored by the Campbell County Board of Commissioners, Gillette City Council, Campbell County Chamber of Commerce, Campbell County Convention & Visitors Bureau and Energy Capital Economic Development at 5:15 p.m. on February 14. The reception will be in the Yellowstone Room at the Cheyenne Little America Hotel.

This is your chance to visit individually with legislators and express your needs, opinions and concerns. A block of rooms has been reserved at the Cheyenne Little America but must be reserved by Feb. 2.

The reception will begin with a report on the recently completed Higher Education Market Analysis. You can review the full [report](#) or an [Executive Summary](#).

If you plan to attend, RSVPs are not required but are appreciated. To RSVP or for more information, e-mail info@EnergyCapitalED.com or call 307-686-2603.



Lunch & Learn

Join keynote speakers Susan McKay, with Susan McKay, CPA, as she discusses all of the important accounting information needed to run a business. Ms. McKay will answer any accounting questions you may have, so email them to mary@EnergyCapitalED.com.

Tuesday, February 6, 2018
 Energy Capital Enterprise Center
 345 Sinclair St.
 11:30—1:00
 Cost: \$10, includes a light lunch

RSVP by February 2nd to:
mary@EnergyCapitalED.com
 307-686-2603

Energy CAPITAL
 Economic Development

SUSAN MCKAY CPA, LLC

Lunch & Learn February 6

Susan McKay, CPA, will talk about critical accounting needs for small businesses at the second monthly Lunch & Learn on Tuesday, February 6, at 11:30 a.m., at the Energy Capital Enterprise Center, 345 Sinclair.

This is a different date from the usual second Tuesday. The event is open to all local entrepreneurs and those considering starting a business. Cost is \$10 and includes a light lunch.

While most entrepreneurs have knowledge and expertise in a specific field, many find the accounting aspects of running a business particularly challenging. This is your chance to learn more about how to handle your business's accounts and to ask your perplexing accounting questions. Please submit your accounting questions in advance to mary@EnergyCapitalED.com, and Susan will answer them during the session.

Lunch & Learns are a new monthly initiative for Energy Capital Economic Development. Lunch & Learns are more than an opportunity for entrepreneurs to learn critical business skills and about resources available to them. They also allow established local businesses to share their expertise and develop relationships with the entrepreneurs. They also help entrepreneurs to connect with each other so they can share ideas, expertise, insights and partnerships.

RSVPs are required, and space is limited. Please RSVP by Friday, February 2, by e-mailing mary@EnergyCapitalED.com or calling 307-686-2603.

January Lunch & Learn Yields Great Information

Fifteen attendees learned how the Wyoming SBDC Network and Chamber of Commerce can benefit their businesses at the January Energy Capital Enterprise Center Lunch & Learn.

Susan Jerke told participants that the Wyoming Small Business Development Center Network's "only motivation is to help small businesses." She emphasized that all services are free and confidential. Susan, the Regional Director for SBDC, walked participants through the Business Success Cycle and the resources available to help small businesses succeed.

Gail Lofing, Executive Director of the Campbell County Chamber of Commerce, talked about the many benefits of joining the Chamber, including networking opportunities, business advocacy and visibility. She also outlined the many events and programs that the Chamber offers each year, including monthly luncheons and networking mixers, the annual Eggs and Issues breakfast, an annual luncheon featuring a presentation by the Governor, and the Gillette Area Leadership Institute.



Air Service Proposal Topic of Quarterly Breakfast

A potential new method for ensuring continued air service to Gillette and other Wyoming cities was the focus for about 30

business and government leaders who gathered at the airport on a cold January 11 for breakfast and to hear about economic development and air service.



State Senator Michael Von Flatern talked about a legislative bill that he called "a new way of doing business" for air service. Instead of providing subsidies to airlines for flights that lose money, the bill would set up contracts with airlines to provide a certain level of air service. The state would pay the full cost of that service and then would receive all income from passengers. In some locations, the state would need to cover shortfalls and in others the state would likely make a profit. Senator Von Flatern said that if the bill to fund these potential shortfalls does not pass, two of the state's airports will likely have to close, which would greatly impact the ability of those cities to attract new business.

Gillette's airport is fairly stable and not likely to close, but the new arrangement would provide more continuity in the number of flights. Instead of the airline being able to vary those according to its profits, the airline would have a contract requiring it to provide a certain number of flights each day.

The senator also discussed his involvement with ENDOW and said the top three factors impacting economic diversity are workforce training, air service and broadband connectivity. ENDOW will be working to strengthen these in Wyoming.

Economic Development CEO Phil Christopherson invited attendees to the [Legislative Reception](#). He also updated the group on several projects:

- The Higher Education Task Force has completed its study and is beginning to work on an action plan to include bringing 4-year degrees to Gillette.
- The Energy Capital Enterprise Center held its first Lunch & Learn and is still looking for a volunteer director.

The next Quarterly Breakfast will be the second Wednesday in April (April 11).

The Advanced Carbon Collaborative



© Can Stock Photo

Balanced Resources

ENTERPRISE CENTER SPOTLIGHT: The Advanced Carbon Collaborative

When Dave Spencer "retired" last year, he didn't let his expertise retire with him. Instead, he started The Advanced Carbon Collaborative and set up his office in the Energy Capital Enterprise Center.

Dave says he doesn't fit the profile for most businesses in the Enterprise Center. In fact, he's more of a resource for start-up businesses rather than being a start-up himself.

The retired Northeast Regional Director for the Wyoming Business Council started his consulting business with an eye to "working with companies that are prospects for value-added coal products."

Dave partners with the University of Wyoming School of Energy Resources. He's paid as a consultant by UW to work at no charge with start-up businesses that want to commercialize a value-added coal product. His other primary client is Energy Capital Economic Development. He's working closely with Phil Christopherson, CEO, on developing the Advanced Carbon Product Innovation Center to give those value-added coal products companies a place to take their ideas from concept to market.

Dave does most of his work in the Powder River Basin and in southwest Wyoming--what he calls "the two main industrial areas of the state." One of Dave's particular specialties is site analysis--maintaining a database of available sites for plants and helping new companies evaluate which sites best meet their needs.

In addition to working directly with clients on commercialization, technology transfer and other services to help them grow, he also serves as a referral system for other consultants with specialties that his clients might need. Another of his roles is to ensure UW stays connected to the local market, and Dave identifies opportunities the university might want to pursue for research purposes.

Dave doesn't intend to work through his whole retirement. His goal is to build his company up over the next 4 to 5 years and then possibly turn it over to someone else. Until then, Dave will continue helping start-up companies--and the Wyoming economy--to thrive and grow.

Weatherby to Move to Sheridan

Governor Matt Mead and Weatherby Inc., a California-based gun manufacturing company, announced January 23 that Weatherby Inc. is relocating to Sheridan, which will help diversify the economy in Northeast Wyoming.

This is a great economic development success for Northeast Wyoming, Gillette, Campbell County, and all of Wyoming. It came about because of the efforts of Governor Matt Mead, Wyoming Business Council, City of Sheridan WY - Government, and Northeast Wyoming Growth Alliance (NEW Growth Alliance), and their work to attract new business to the region.

The move is expected to create 70 to 90 jobs and more than \$5 million annually in payroll in the next five years. Learn more on Wyoming Business Council's [website](#).

[Visit Our Website](#)



- [ENDOW asks Legislature for \\$56 million](#)
- [ECED Hosts the first Lunch & Learn of 2018](#)
- [Senator Von Flatern Outlines Commercial Air Service Legislation](#)
- [Small business owners get lunch](#)
- [ENDOW is just the beginning](#)

- [Weatherby relocates to Sheridan](#)
- [Firearms Manufacturer to Relocate to Sheridan](#)
- [Mead mandates ENDOW policies](#)

Upcoming Community Events:

- 2/1/18 - [Mastering Your Business Facebook Page](#)
- 2/6/18 - [Lunch & Learn: Small Business Accounting](#)
- 2/12/18 - [WEDA Conference](#)
- 2/14/18 - [Legislative Reception](#)
- 2/15/18 - [Chamber Mixer](#)
- 2/20/18 - [Chamber Luncheon](#)
- 2/21-22/18 - [GRO-Biz Conference & Idea Expo](#)
- 3/7/18 - [Leadership Wyoming Reception](#)
- 3/13/18 - [Legislative Wrap Up](#)

For more upcoming community events, visit www.EnergyCapitalED.com

Energy Capital Economic Development | 307.686.2603 | info@EnergyCapitalED.com |
www.EnergyCapitalED.com

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

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Sent by info@energycapited.com in collaboration with

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Angela Williams <angelaw@gillettewy.gov>

Fwd: ENDOW's Executive Council Seeks Your Input

1 message

ADMN ADMN <adm@gillettewy.gov>
 To: Angela Williams <angelaw@gillettewy.gov>

Fri, Feb 2, 2018 at 11:08 AM

For GI

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

From: **ENDOW** <endow@public.govdelivery.com>

Date: Fri, Feb 2, 2018 at 10:41 AM

Subject: ENDOW's Executive Council Seeks Your Input

To: adm@gillettewy.gov

Economically Needed Diversity Options for Wyoming
www.ENDOWyo.biz | ENDOW@wyo.gov | [@ENDOWyo](https://twitter.com/ENDOWyo)

ENDOW Wants To Hear From You About Your Community's Needs



ENDOW's Executive Council worked diligently in 2017 to identify barriers that undermine opportunities for economic diversification. In 2018, the Council is working to develop a set of recommendations that:

- Break down barriers
- Underpin and advance an entrepreneurial ecosystem
- Enable economic prosperity
- Support strong communities
- Expand high-quality job opportunities for Wyoming people

The Executive Council is pursuing a number of approaches to gain feedback from business, civic and community leaders around Wyoming about what towns and counties need to support economic diversification now and for the long-haul.

We value your insights and boots-on-the-ground understanding of what needs to be done. As you know, successful economic diversification must spread from the ground up, not from the top down. Help us rev Wyoming's economic engines and chart a bold new course for our state's economy.

The need to diversify Wyoming's economy is not a new challenge, but the ENDOW approach is. We invite you to be a part of meeting this challenge head-on and encourage you to **stay involved with the ENDOW process**.

We need your input. The ENDOW Executive Council is seeking your feedback as well as your ideas on recommendations, themes or considerations that should be reflected in August's comprehensive 20-year economic diversification strategy.

There are several ways you can participate in the ENDOW process:

- Email your feedback or send your questions to endow@wyo.gov
- Send us a memo from your business, organization or community group with your key concerns and ideas about how ENDOW can support local economic diversification
- Attend an Executive Council meeting and provide public comment in person
- Engage on our social media channels [Facebook](#), [Twitter](#), [Instagram](#)

Thank you kindly for your time. We appreciate all you do on a daily basis to build a stronger, healthier and more vibrant Wyoming.

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This email was sent to adm@gillettewy.gov using GovDelivery Communications Cloud on behalf of: Wyoming Business Council · 214 West 15th Street · Cheyenne, WY · 82002 · (307) 777-2800



Snow Event Report #12

Event Start Date: 1/30/2018 Event Start Time: 7:30 p.m.

Event End Date: 1/31/2018 Event End Time: 3:30 p.m.

Duration of Event: 20 Hours Streets First Responder: Leonard Taylor

Storm Event Overview:

When snow began to fall on 1/30/2018 the Streets on-call person began checking trouble areas. The snowfall rapidly increased and the rest of night crew was called in to assist. The snowfall ended about 11:00 p.m. after dropping nearly four inches of wet snow. The night crew plowed and applied material to priority streets and trouble areas through the night until around 4:30 a.m. The night crew then moved into subdivisions and worked street by street until morning shift change.

The day crew took over at 7:00 a.m. and continued work on subdivisions and trouble areas. Since the skies had cleared and temperatures improved, day crew was able to finish subdivision and trouble areas by 3:30 p.m. on 1/31/2018. The event was ended at 3:30 p.m. 1/31/2018.

Number of Pieces of Equipment Used:

Snow Plows:	<u>9</u>	Blades:	<u>0</u>
1-Tons:	<u>5</u>	Snow Blowers:	<u>0</u>
Loaders:	<u>2</u>	Liquid Truck:	<u>0</u>

Amount of Material Used:

Ice Slicer lbs:	<u>94,587</u>
Scoria lbs:	<u>101,333</u>
Brine Gallons:	<u>185</u>
Apogee Gallons	<u>0</u>

Number of Miles Plowed During Event: 1644

Personnel:

Day Crew – Leo Rodell, Lonnie Meidinger, Nick Scherry, Melissa Bell, Shane Prentice, Steven Wilcox, Toby Fiske

Night Crew – Dale Harter, Jeremy Hagen, Dale Warren, Leonard Taylor, Josh Wright, Billy Little, Mark Webb

Contractor Work Effort:

N/A

Subdivision Activities:

Crews plowed and applied material to hills, corners, trouble areas and streets throughout all subdivisions during this event.

Parks and Facilities Maintenance Division Activities:

Parks and Facilities Maintenance Divisions cleared City owned parking lots, bike paths and sidewalks during this event.

Environmental Conditions Present:

Snow: 4" Drifting: No Rain: No Low Temp: 25 Wind: 0-12 mph

Equipment Issues:

Incidents:

A plow truck slid into a parked pickup truck on Comanche Ave.

Complaints / Concerns:

None

Items of Interest:

During this weather event the Gillette Police Department investigated eight vehicle crashes. Five of those crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.

Gillette Police Department 2017/2018 Weather Event Crash Report XII

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
2252	01/30/2018 - 2012	Enzi / Sinclair	None	Private - <\$1,000	No	Vehicle was south on Enzi, slid on the snow/ice and struck the rear of another vehicle..
2256	01/30/2018 - 2157	Hwy. 59 / Edwards Rd.	None	Private - >\$1,000	Yes	Vehicle slid on the snow/ice and struck the median.
2257	01/30/2018 - 2236	Butler Spaeth / Boxelder	None	Private - <\$1,000	No	Vehicle was south on Butler Spaeth, slid on the snow/ice and struck the rear of another vehicle.
2284	01/31/2018 - 1134	Comanche / Tepee	None	Private - >\$1,000	No	Vehicle slid on the snow/ice and struck a parked vehicle.
2292	01/31/2018 - 1317	2200 Boxelder Rd.	None	Private - <\$1,000	Yes	Vehicle was west on Boxelder, slid on the snow/ice and struck a vehicle in the other westbound lane.

January 30, 2018 7:30 p.m. to January 31, 2018 3:30 p.m.

During this weather event the Gillette Police Department investigated eight vehicle crashes. Five of those crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.



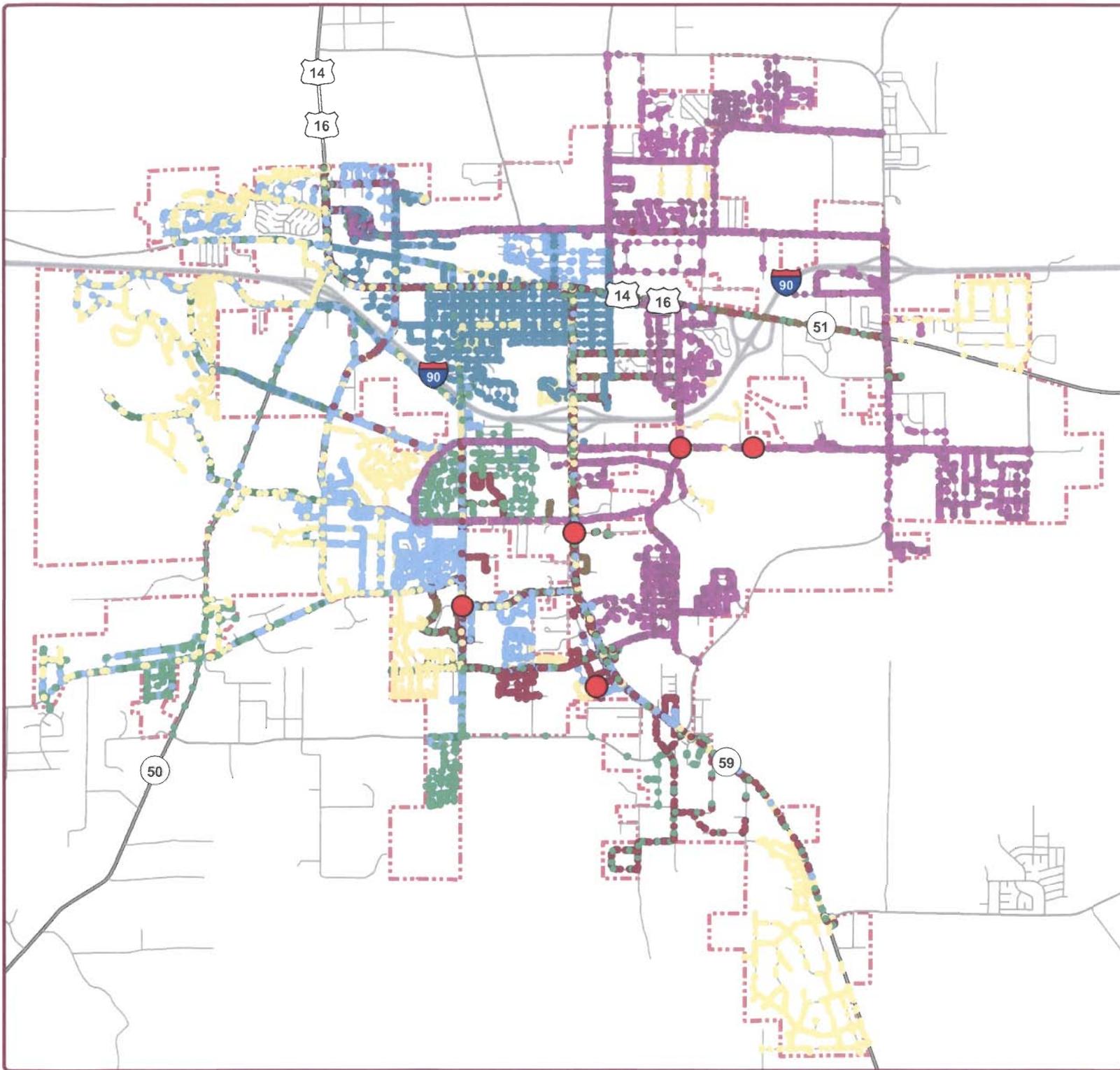
CITY OF GILLETTE

GIS Division
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

Legend

Unit # & Description

- Unit 25 Snow Plow
- Unit 31 Snow Plow
- Unit 40 Snow Plow
- Unit 44 Snow Plow
- Unit 99 Snow Plow
- Unit 100 Snow Plow
- Unit 157 Snow Plow
- Unit 160203 Snow Plow
- Unit 160204 Snow Plow
- Reported Crashes



According to the AVL system, our snowplows drove a total of 1,644 miles during this event.

Police Report:
 Crashes: 5
 Crashes w/Injuries: 0
 Citations: 2
 Personal Property Damage: \$5,000
 City Property Damage: \$0

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



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Snowplow AVL
Snow Event Twelve
 1/30/2018 07:30 pm to
 1/31/2018 3:30 pm
 February 01, 2018

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



CITY OF GILLETTE

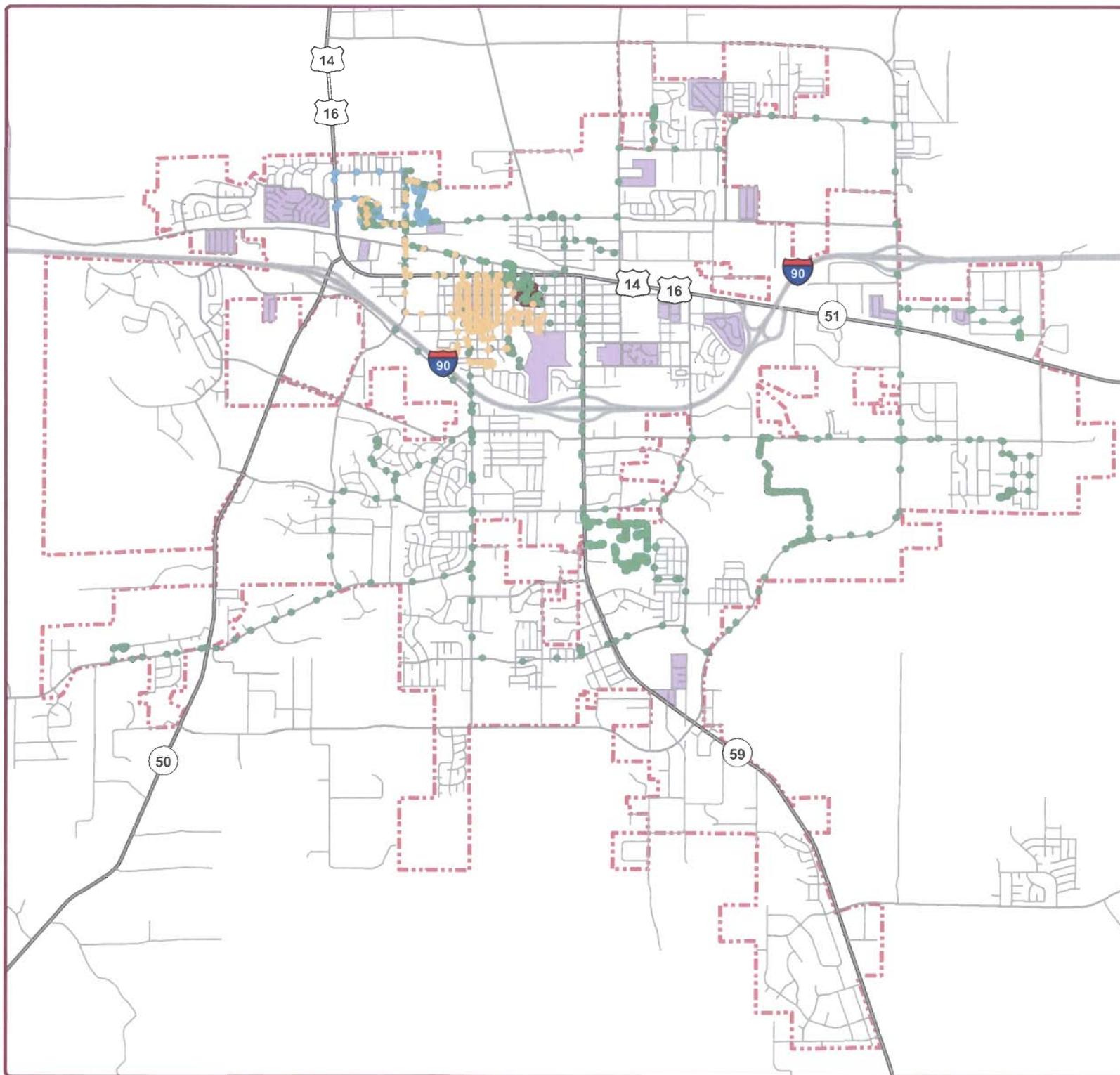
GIS Division
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

Legend

One Tons

Unit # & Description

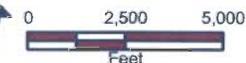
- Unit 168 One Ton Streets
- Unit 1 One Ton Parks
- Unit 163 One Ton Parks
- Unit 184 One Ton Parks
- Unit 171 One Ton



According to the AVL system, our one ton trucks drove a total of 124 miles during this event.

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.

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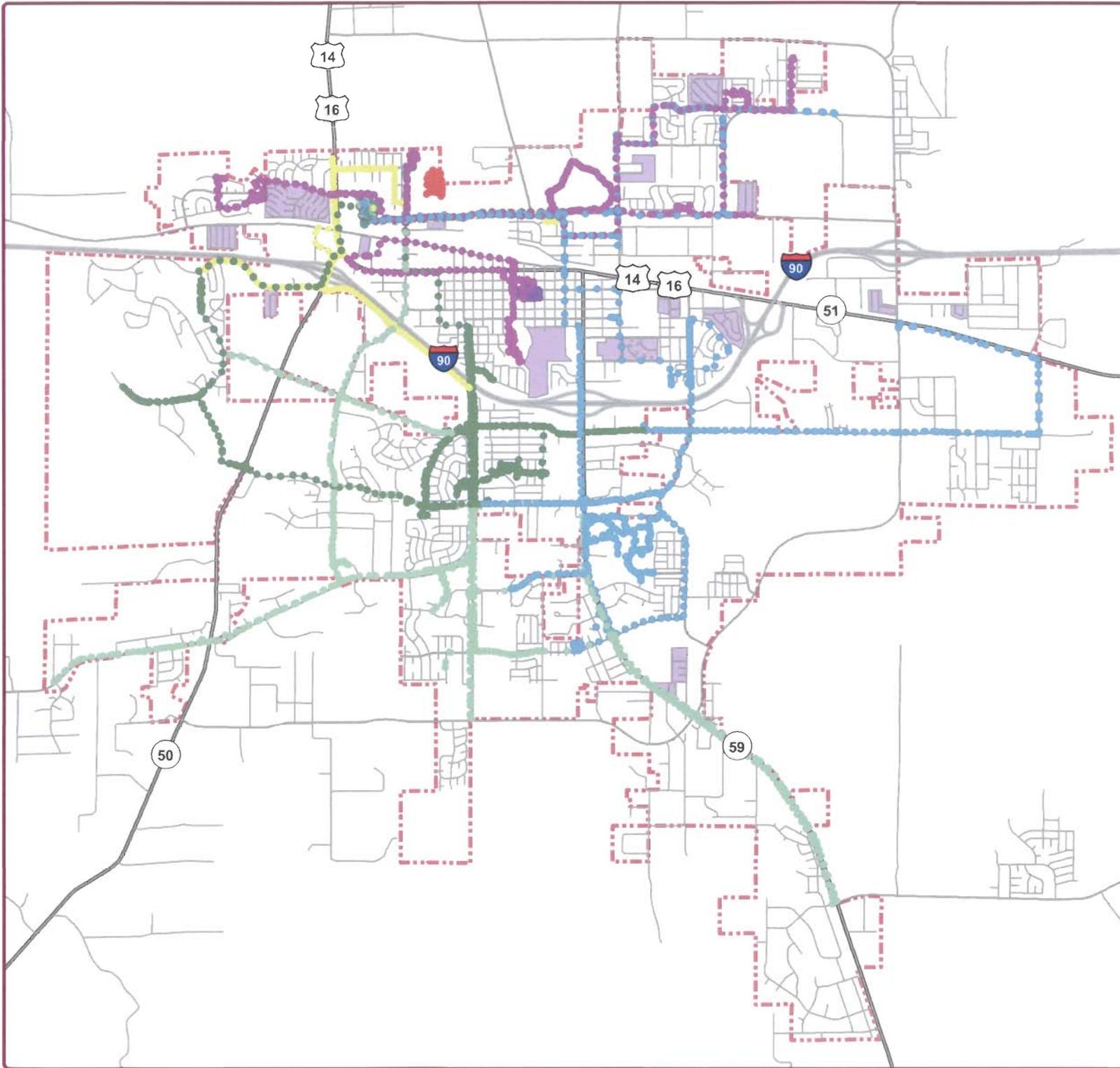
One Ton AVL
Snow Event Twelve
1/30/2018 07:30 pm to
1/31/2018 3:30 pm
February 01, 2018

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



CITY OF GILLETTE

GIS Division
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov



Legend

Tractors & Others

Unit # & Description

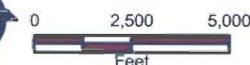
- Unit 13 Wheel Loader
- Unit 76 Tractor JD
- Unit 161 Tractor JD
- Unit 162 Tractor Tool Cat
- Unit 199 Skidsteer
- Unit 89 Tractor Belos
- Unit 54 Tractor JD
- Unit 193 Loader

According to the AVL system, our tractors drove a total of 187 miles during this event.

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



Y:\GIS Work\PublicWorks\Public Works\Admin\SnowFollowup\2017-18\WorkFolder\Tractor.mxd



Tractor AVL

Snow Event Twelve
1/30/2018 07:30 pm to
1/31/2018 3:30 pm
February 01, 2018

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



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

February 8, 2018 – 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. January 11, 2018 Board meeting (ATTACHMENT "A") B. January 31, 2018 Board/Staff Planning meeting (ATTACHMENT "B")
4.	CONSENT AGENDA (2.3.4). A. APPROVAL OF WARRANTS (ATTACHMENT "C")
5.	CITIZEN INPUT (2.2.1)
6.	BOARD PROCESS A. ANNUAL APPROVAL OF THE CCPLB BY-LAWS <i>"MOTION: that the Board approve the proposed By-Laws as presented."</i> B. BOARD/STAFF PLANNING MEETING FOLLOW-UP i. Rental Rates <i>"MOTION: that the Board approve CAM-PLEX rental rates to remain the same."</i> ii. Ticketing Fees <i>"MOTION: that the Board approve to revise ticketing fees."</i> iii. Special Events Funds Request <i>"MOTION: that the Board approve the Special Events Funds Request List as presented."</i> iv. Wyoming Center Trust Fund Request <i>"MOTION: that the Board approve using the Wyoming Center Trust Fund Request as presented."</i> C. REVIEW OF PROPOSED FY 2018/2019 BUDGET <i>"MOTION: that the Board approve the FY 2018-2019 CAM-PLEX Budget as presented."</i> D. COMMUNITY LINKAGE COMMITTEE REPORT



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

February 8, 2018 – 6:30 P.M.

	<p>E. FOLLOW UP FROM PREVIOUS MEETING (2.3.3)</p> <p>i. None</p> <p>F. CONTRACTING/PURCHASING DECISIONS (2.2.7): (no actions to be taken at this meeting)</p>
7.	<p>OPERATIONS REPORT/UPDATE (3.8.1.C)</p> <p>A. Items Interim GM ReNae Keuck will discuss:</p> <p>i. CAM-PLEX Event Data for January 2018 (ATTACHMENT "D")</p> <p>ii. Quarterly Financial Summary Report (ATTACHMENT "E")</p> <p>iii. January Events</p> <p>iv. Upcoming Events</p> <p>v. Staff Update:</p> <p>a. General Manager Search</p> <p>b. Senior Administrative Assistant/Theatre Position</p>
8.	<p>MATTERS FOR NOTING:</p> <p>A. MAJOR CORRESPONDENCE: (None)</p> <p>B. BOARD CALENDAR: (ATTACHMENT "F")</p> <p>i. Upcoming Board Meetings:</p> <p>a. March 8, 2018 at 6:30 p.m. (Quarterly meeting with Commissioners at 6:00 p.m.)</p> <p>b. April 12, 2018 at 6:30 p.m. (Workshop at 6:00 p.m.)</p> <p>ii. Other meetings/events: (none)</p> <p>a. CCPLB/Manager Budget Meeting: February 22, 2018 at 5:00 p.m. in the Board Room.</p> <p>b. Budget Meeting with Commissioners and City Council Meeting: March 22, 2018 at 6:15 p.m. at the GAMB Cottonwood Room.</p> <p>C. SUMMARY OF FOLLOW-UP ITEMS: (items from this meeting to be followed up at the next meeting)</p>
9.	<p>BOARD MEETING EVALUATION (2.1.8) - Board members will share observations/opinions as to:</p> <ul style="list-style-type: none"> • what worked really well at this meeting? • what we could have done to make it more productive?
10.	<p>ADJOURNMENT</p>

Campbell County Public Land Board (CCPLB)

Meeting Minutes
January 11, 2018

Members	Staff
Present: Mary Silvernell, Don Hamm, Skyler Pownall, Troy Allee, Kevin Couch, Charlene Camblin Absent: Duane Evenson	Present: ReNae Keuck, Greg Rook, Janell Paris, Heather Kuhrt
Legal Counsel	Guests
Present: Frank Stevens	Present: Tim Cursrud <i>City Liaison</i> ; Matt Avery <i>County 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 6:30 p.m. MDT on January 11, 2018, by Chair Mary Silvernell.		
2.	Approval of CCPLB Agenda	The January 11, 2018, agenda was reviewed.	Mr. Hamm made a motion to approve the revised January 11, 2018, agenda. Mrs. Camblin seconded the motion, and it passed unanimously.	
3.	Approval of Minutes	The December 14, 2017, CCPLB meeting minutes were reviewed.	Mr. Couch made a motion to approve the December 14, 2017, meeting minutes as presented. Mr. Pownall seconded the motion, and it passed unanimously.	
4.	Consent Agenda	<p>A. Approval of Warrants: The Warrants for the January 11, 2018, meeting were reviewed.</p> <ul style="list-style-type: none"> - December 2017 Accounts Payable Voucher Numbers 47208-47296 (General Fund/Special Events) in the amount of \$35,554.20. - December 2017 Manual Purchase Order Numbers 9772-9804 in the amount of \$118,258.55. - December 2017 Payroll Warrants in the amount of \$134,502.86 for the period of 11/19/2017-12/16/2017. <p>B. Approval of December 14, 2017 Executive Session Minutes.</p>	<p>A. Mr. Pownall made a motion to approve the Warrants. Mr. Couch seconded the motion, and it passed unanimously.</p> <p>B. Mrs. Camblin made a motion to approve the December 14, 2017, Executive Session minutes. Mr. Hamm seconded the motion, and it passed unanimously.</p>	

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
5.	Citizen Input	None		
6.	Board Process	<p>A. The Board reviewed the annual workplan for 2018.</p> <ul style="list-style-type: none"> i. This is the same document the Board approved last year. If there are no changes, the Board can continue with this workplan. <p>B. The upcoming Board/Staff Planning Meeting agenda was discussed.</p> <ul style="list-style-type: none"> i. The attachment is a generic agenda similar to last year's. If there is something the Board would like to add to discuss with staff, let Mrs. Keuck know. ii. There was discussion of the agenda topics. Mrs. Keuck gave a brief overview of some agenda topics. The agenda will change some; topics may be removed if there were no changes from last year. iii. It was asked if no money is spent in the Special Events Fund, will any money have to go into the trust fund. The board has a \$35,000 limit to spend without approval. Previous to the new agreement there was a certain amount that had to be carried over every year. This was changed with the new agreement, and is now controlled by the Land Board. If there is an excess amount of money, the Board has the ability to transfer it into the trust fund. However, the reason for the changes were to have funding available to supplement the budget during budget restraints. Once the money is put into the trust fund it cannot be touched until the trust fund reaches ten million dollars. <p>C. The Campbell County Public Land Board water application was discussed.</p> <ul style="list-style-type: none"> i. Mr. Greg Rook was sent this information on the retention pond, located east of the racetrack. The coal mine will take care of discharging the water and all reclamations. The 40-acre property will then be turned back over to the Land Board. 	<p>A. Mr. Hamm made a motion to approve the annual workplan for 2018. Mrs. Camblin seconded the motion, and it passed unanimously.</p>	<p>C. The Board will need to complete the form and designate a staff member to receive notifications on the project.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>ii. It was asked if we wanted the land back. An agreement was signed 20 years ago, and it may not be an option.</p> <p>D. Follow up items from the previous meeting.</p> <p>i. There were no follow up items from the previous meeting.</p> <p>E. There were no contracting or purchasing decisions at this meeting.</p>		
7.	Operations Report/Update	<p>A. Interim GM ReNae Keuck discussed the following items:</p> <p>i. The December 2017 CAM-PLEX Event Data was reviewed.</p> <ul style="list-style-type: none"> • The Board liked the new report format much better. • In the Nick of Time Shopping Spree was a first-time event. CAM-PLEX had about 980 people come through in 5 hours. There were 41 vendors, concessionaires, and gift wrappers interested in coming back. Their hope is to expand to a two-day event and have more local businesses interested next year. • Buck & Ball had about 3000 people attend. It is a fantastic event for the community. Boot Barn also had an all-day photoshoot the day before the futurity. It will showcase CAM-PLEX in their annual magazine. • Indian Relay Races will be coming in May. It was asked if they would work with Para Mutual to be able to bet on the races. The racers are not interested in working with Para Mutual and getting permits. • The poles for the new marquee sign will be installed the week of January 15th. The actual sign will be installed the following week of January 22nd. • The digital billboards were discussed. The prices have changed since CAM-PLEX last 		

ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
	<p>considered advertising on them. It is on the Marketing team's radar for advertising options. Target Signs are possibly wanting to partner with us on putting a digital billboard on the CAM-PLEX property.</p> <p>ii. Upcoming Events:</p> <ul style="list-style-type: none"> • Missoula Children's Theatre had 147 kids audition and casted about 60-70. Their performance of Aladdin is on January 13th. • Bar J Wranglers is on January 26th. • There will be bull riding and mutton busting on Friday, February 9th. On Saturday will be the Chuck Wagon Dinner and Show featuring Loop Rawlins, who is a trick roper and gun slinger. They will then be able to walk over to the bronc riding and pony racing. After the rodeo there will be a dance with a live band on both nights. • On March 24th will be Streetfest. This will be a second annual event. Local breweries will come out, and people will be able to try different beers and play games. • The CAM-PLEX Garage Sale will be on April 14th. • May 5th will be the Cinco de Mayo party. • The FMCA rally will be here in July with about 5000 rigs. There will also be two smaller RV rallies, and a motorcycle rally. • The Christmas program this year will be an ice show in the Spirit Hall Arena. • The website is progressing; Ms. Paris is working with Phil, the project manager. Saffire is submitting samples of what they are working on. All the navigation and action buttons are finished. They are now working on design elements and hope to be finished in February. <p>iii. General Manager Search</p> <ul style="list-style-type: none"> • The consultant will be here on the 22nd and 23rd to meet with the Board and staff. 		

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
8.	Matters for Noting Board Meeting	<p>A. Major Correspondence (none)</p> <p>B. Board Calendar:</p> <p>i. Upcoming Board Meetings:</p> <ul style="list-style-type: none"> • The February 8, 2018, CCPLB meeting will be at 6:30 PM MDT with the pre-meeting workshop at 6:00 PM MDT. • The March 8, 2018, CCPLB meeting is scheduled at 6:30 p.m. MDT with the Quarterly Commissioners Meeting at 6:00 p.m. MDT. <p>ii. Other meetings/events:</p> <ul style="list-style-type: none"> • The Campbell County Winter Appreciation Banquet will be at 6:00 PM MDT January 19, 2018 in the Wyoming Center Equality Hall. • The CCPLB/Staff Planning Meeting will be at 5 PM MDT January 31, 2018, in the Wyoming Center Frontier Hall Lobby. • The CCPLB/Manager Budget Meeting will be at 5 PM MDT February 22, 2018, in the Board Room. • The Budget Review Meeting will be at 6:15 PM MDT March 22, 2018, at the George Amos Building in the Cottonwood room. <p>C. Summary of Follow-Up Items: Actions to be taken noted.</p>		
9.	Evaluation	None		
10.	Adjournment	CCPLB meeting was adjourned at 7:05 p.m. MDT.		

Respectfully submitted,

Duane Evenson, Secretary

**Campbell County Public Land Board (CCPLB)/Staff Planning Meeting
Meeting Minutes
January 31, 2018**

Board Members	Staff
<p>Present: Mary Silvernell, Don Hamm, Skyler Pownall, Kevin Couch, Absent: Charlene Camblin, Duane Evenson</p>	<p>Present: ReNae Keuck, Greg Rook, Janell Paris, Kathy Ashton, Shelley Ailts, Gina Carpenter, Ashley Dillard, Jason Gearhart</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	Call to Order/Introductions	The meeting was called to order at 5:15 PM MDT on January 31, 2018, by Chair Mary Silvernell and introductions were made.		
2.	Review of CAM-PLEX 2017 Organizational Report	<p>2.1 The updated Organizational Chart was reviewed, showing where the previous Heritage Center positions were placed and who are the reporting managers. The new Senior Admin/Theatre position under the Marketing Manager began advertisement today.</p> <p>2.2 Organizational Data Report: Facility Coordinator Shelley Ailts explained the attendance, number of days, cancellations, etc. to the Board. Event cancellations, because of the economy, have declined; however, attendance in general is lower still because of the economy. Riders booking are extending their individual times. The number of weddings, receptions, and other private events have increased. East Pavilion is seeing less activity in the winter and may be going to the Wright barn. The college arena may be competing with us because of their jackpots. Shelley has noticed no visible trends. She has encouraged customers to combine events to help with costs and attendance, such as the recent 4-H Chili Feed and RV Show. The two high schools are combining to save money on graduation and are going to use Equality Hall only. Graduates can still bring 8-11 guests. Mine training companies also piggyback on each other. Surveys are also very positive. Any negative survey responses are given immediately to management. Negative sound comments are less.</p> <p>2.3 Events Report: Marketing Manager, Janell Paris, and Marketing Coordinator, Ashley Dillard, highlighted team's efforts to book upcoming events. National events included the Indian Relay Races, several small RV rallies, the National Columbia Sheep Show & Sale, and the very large FMCA RV Rally, which uses our whole facility taking place this summer. The Board inquired about hosting computer gaming events, indoor soccer and basketball tournaments. There was much discussion on the necessary flooring needed for the sporting events. Flooring cost, prep time and storage were big concerns and many events now want the venues to pay. Using the Wyoming Center Trust fund may be an option for covering flooring cost. There are also several CAM-PLEX created events such as Street Fest and the upcoming</p>		<p>2.3 The Marketing and Management Team will investigate the possibility of hosting future gaming tournaments and indoor soccer games. Purchasing clacker flooring or Astro turf along with Conex box storage units.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>Bulls, Bronc, & Boot Scootin' event with Chuckwagon dinner and Cinco de Mayo with Fun On The Go. Street Fest will include multiple vendors and there is interest with some home brewers. Staff attended a first-time similarly successful event followed by a concert in Rapid City and made contact with their vendors. The theater bookings for the 2018-2019 Season include Cirque Zuma Zuma with school residencies, Farewell Angelina (compared to the conservative version of the Dixie Chicks), Artrageous, the One & Only Ivan (which Disney will be producing next year) and Erths Prehistoric Aquarium to name a few. The group Light Balance may be pursued if a grant can be found and written, since there cost is \$25,000. Local Spanish teacher, Renee Fritzen, wrote a grant and bilingual play for students to rehearse and perform on stage in March. Her students will able to learn the technical aspect and shadow our tech crew. More possible events are a BBQ competition and Kentucky Derby party.</p>		<p>Mr. Couch and Mrs. Dillard will meet early next week to discuss contacts and tournament possibilities for next year.</p>
3.	<p>2018 CAM-PLEX Goals and Objectives</p>	<p>Mrs. Keuck explained this plan coincides with our current Operational Plan brought to CAM-PLEX by the Coraggio group. The Operational Plan is much more detailed which involves groups and individual staff to complete the goals and objectives. This has not been worked on since the NHSFR.</p> <p>Searchwide update: Mrs. Silvernell reported they are getting ready to send out the position requirements. There is a 4-5 page document on what we are looking for in a GM.</p>		
4.	<p>Budget Direction for 2018-2019 Fiscal Year</p>	<p>4.1 Budget narrative from County & City was discussed. Mrs. Keuck attended the meeting where they were told to hold the line and be conservative. If there is an important budget item, come to them. They were told there will be no cuts. Mrs. Keuck told the Board we are asking to get an Event Technician position back this year. Our justification will show that the wages from the Theater Manager position are able to be redistributed to cover this cost.</p> <p>4.2 Rental Fees Discussion: The last time fees increased rates rose only 2% a few years ago and prior to that was a couple of 10% increases. Customers are pleased the rates have not increased because of the economy. The Senior Center, the Pronghorn Center, the Agricultural Complex in Wright are County built facilities and are our local competitors. CAM-PLEX customer service typically tops others because our staff do the setups and teardown. More customers are shopping around and are also set on their dates. Users are discovering the customer service is worth the extra cost. The barn in Wright does not match our equipment, staff, etc. and is a smaller barn. They are getting grant money to put in stalls. The Cost of Living index will not be out until April which is after the budget is submitted.</p>		<p>4.1 The Board members agreed to ask for FTE in our budget request.</p> <p>4.2 Staff recommends no budget increases this budget year but to consider and increase the following budget year and the Board agreed.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>4.3 General budget direction from the Board was discussed. ReNae showed the Board previous formats. Members agreed on the format recommendation from Mrs. Keuck which they will receive next Thursday.</p> <p>4.4 Revenue and funding ideas: Several ideas were discussed. 1) Ticket Fees: The group discussed other venues adding on "facility renovation fees" and having a special savings account set up to collect the revenue. 2) Tickets with "ad space" for sale: CAM-PLEX could sell ad space which could also go to facility renovations. 3) Website revenue streams for advertising. 4) Marquee ad space for sale. 5.) The Event Planning Guide for customers currently lists local business but could insert purchased ads to promote businesses. 6) The current theater calendar will change to a 12-month calendar for all CAM-PLEX and customer events. It will list events for free this year with an opportunity to sell ad space next year and possibly turn into a magazine publication. There is also a possibility to use Wyoming Tourism grant money for this. 7) Live Stream events and sell to patrons. Advertisements could also be sold on the Live Stream. This would be a large investment to update and purchase technology along with hiring or training staff. There was discussion on a partnering with a company. Many of our events would benefit from it such as concerts, Buck & Ball, wrestling tournaments, RV rallies, etc. Leverage would be helpful once we have the front end figured out. 8) Hot Shots Photography come to participatory events. 9) Purchase digital signs to sell advertisements. The request in previous budgets have been turned down. Digital Signs would recover the cost over time. Facility has not been updated and digital signs would be an improvement. 10) Griffin Live photo booth purchase. Set the booth at events where customers take their picture with our branding and purchased ads which connects to social media outlets. Event examples to benefit are the Black Cat Ball, Rotary, etc. 11) CAM-PLEX App that would show events and building locations. 12) Grants: Rock Springs has received grants and direct appropriations from Cheyenne for rodeo improvements. Ms. Paris has looked at an economic impact article regarding draws to rural towns and assistance from grants.</p> <p>The Board also discussed the need for technical skills for staff if we are going to update our technology. What is needed so we are past playing catch up? The current lighting update would put our lighting technology up to date.</p> <p>Ticket Office fees were further discussed along with credit card ticket fees and barn rent fees. The group discussed evaluating the potential of adding fees. Ticket receipts would have to show the price breakdown. The potential of increasing barn rent in future years with maintenance fees was also discussed.</p>		<p>4.3 Mrs. Keuck will present the Board the 2018-2019 budget at the February 8 CCPLB meeting.</p> <p>4.4 The Board and Staff will follow up on the revenue & funding ideas discussed.</p> <p>The Board requested to add onto the CCPLB agenda a ticket fee increase and credit card fee discussion. If the ticket fees would increase, what is the revenue it would generate.</p> <p>CAM-PLEX AIE Facilitator, Jessica Howard, is looking at some grant possibilities for facility updates and to purchase cameras.</p> <p>Ms. Paris is researching an economic impact for a rural towns grant.</p> <p>Staff will be attending the Wyoming Governor's Arts Banquet and will make contact regarding the Business Council match grant.</p> <p>Board and Staff should talk to legislators about future rodeo upgrade grants.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>4.5 Facility utilization discussion: Mrs. Silvernell gave a re-cap from NHSRA meeting last weekend. The NJHSR chose their event to be in an indoor facility, but Mrs. Silvernell did not think the NHSFR would choose that direction. Staff feels confident the NHSFR will rotate within the same three cities for 2-year several cycles. CAM-PLEX should see an RFP from NHSRA for the two events around August. The Board recommended remaining present for future NHSFR mid-winter meetings, possibly sponsor their snack hour and dinners. Another thought is to mail all the directors our future publications to keep them in touch with our events. The Board would like to look at our facility and see if we need technology updates and other improvements to seek other future events and not hold out for rodeo. The Board recognizes CAM-PLEX has not been kept up to modern standards and it not competitive. Future conversations with City and County are needed.</p>		<p>4.5 The Board would like to discuss facility utilization with the two funding entities.</p>
5.	<p>Capital Budget Items</p>	<p>5.1 Staff went over the prioritized 2018-2019 Capital Request lists distributed to the Board. The list gave staff recommendations of dividing project costs into three categories: 1) Capital Requests to be presented to the funding entities 2) Capital Purchases Using Special Events Funds 3) Capital Purchases Using Wyoming Center Funds.</p> <p>Certain projects were discussed:</p> <ul style="list-style-type: none"> • Asphalt Repair for \$750,000 would repair Windmill and ½ of Wrangler Roads. Board recommended change asphalt request to \$400,000 • Video Phase 1 would upgrade/replace the video equipment (projectors, cameras, etc.) which receives many poor-quality complaints and has been on list for a couple of years. Customers rent from Rapid City rather than use our equipment. MSHA training is an example of a customer that uses numerous pieces of video equipment. Technology will always have a continual upgrade cost. Cost analysis would increase revenue by "X" amount and phase II would be less because of phase I. There are no local companies and this project will have to go out for bid. • Plumbing & Sewer Projects: The Windmill Plumbing Replacement project is a high priority project due to the high usage at all the upcoming RV rallies and the plumbing underneath the building is starting to collapse. The Board would like the Windmill Plumbing Replacement project to be a Capital Request category and felt strongly that this a project the funding entities should pay for. They also agreed to remove East Pavilion Heat Upgrade. If funding entities are not willing to support the Windmill Plumbing Replacement project, the Board will ask for permission to use Special Event funding. 		<p>5.1 Add to February 8 agenda to make a motion to use the Wyoming Center Funds.</p> <p>The Board recommended changing Asphalt Repair request to \$400,000.</p> <p>The Windmill Plumbing Replacement project will be moved to Capital Requests category and the East Pavilion Heat Upgrade removed. If funding entities are not willing to support the Windmill Plumbing Replacement project, the Board will ask for permission to use Special Event funding.</p> <p>Mrs. Keuck will combine the Heritage Center Upgrades and Stage Curtains into one.</p> <p>Kevin will contact Clay Cundy directly to ask questions regarding computers and servers.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<ul style="list-style-type: none"> • The Heritage Center Upgrades and Stage Curtains projects are recommended to be combined. There will be written justifications to support this project to include new carpet, paint, and safety lighting. ☺ • Dell PowerEdge Server Computers: Servers can be hardware or cloud based. CAM-PLEX has both virtual and physical servers. • WC Lighting Control Upgrade was reviewed by staff. The upgrade would bring this technology up to date and include the ability of running lights from tablets. <p>Members discussed going to the City and County and ask to use Special Events funding. The Capital Request will be for a minimum of \$400,000 and not more than \$500,000. If the Asphalt Repair was cut to \$400,000, the Windmill Plumbing Replacement moved to the Capital Requests category, and the East Pavilion Heat Upgrade removed from that category, the total will fall into that range. Members expressed concern about then using Special Events if denied but thought there is legitimate justification to support these projects.</p> <p>5.2 The vehicle depreciation account was reviewed. County is adding to the vehicle depreciation fund; however, the City still owes to that fund. We are requesting that the year of vehicle be the deciding factor rather than mileage because our vehicles do not acquire a lot of miles. The requested mowers are self-propelled and could do different types of terrain. The 906 Loader is needed as our current loader is down for maintenance again in the shop. If we can't use the fleet money, we'll have to keep "Band-Aiding" our vehicles. Plan B: If we do not get the funding, nothing happens and we keep trying to fix equipment.</p>		<p>The Board members would like to have more discussions on presenting ideas and funding opportunities to the funding entities.</p>
6.	Special Events Account	<p>6.1 ReNae reviewed the Special Events Account financial report with the Board and explained the dollar amounts given. The Board had previously approved SE projects to be done in 2016-17 and 2017-18. ReNae gave the Board a financial report showing the money left over from those projects. Because the amount of the projects was previously approved, there was no action needed. Consensus from the Board was to replace the equipment that failed.</p>		
7.	Trust Funds Review	<p>Skyler and ReNae will further discuss increasing revenue through interest. We have not needed to touch children series fund because of CCCPRD.</p>		
8.	Wyoming Beverage Pouring Rights	<p>We are going to notify all local concessionaires and vendors who provide beverages, a certified letter informing them they must adhere to the rules and usage of Wyoming Beverage for all their beverage products. The letter will outline the Pepsi delivery and pick up procedures as well. Pepsi and CAM-PLEX staff will be tracking to make sure it is fair for everyone. Pepsi will send us a list and Shelley will compare her list. If vendors do not purchase from</p>		<p>ReNae will contact certain vendors regarding the Wyoming Beverage Pouring Rights.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		<p>Wyoming Beverage for their CAM-PLEX event, a violation letter will be sent. If they don't abide they cannot do business out here.</p> <p>Electricity and table concessionaires still have to purchase from Pepsi. We do not require proof for food concessions to have food certificates.</p>		
9.	Other Budget Meeting Dates	<p>9.1 2/08/2018 is the next monthly Board meeting @ 6:30 PM MDT.</p> <p>9.2 2/22/2018 is the CCPLB/Manager Budget meeting @ 5:00 PM MDT.</p> <p>9.3 3/08/2018 is the following monthly Board meeting @ 6:30 PM MDT.</p> <p>9.4 3/22/2018 is the joint funding entities meeting @ 6:15 PM MDT in the Cottonwood Room at the GAMB.</p>		
10.	Adjournment	Meeting was adjourned at 7:52 PM MDT.		

Respectfully submitted,

Duane Evenson, Secretary



ATTACHMENT C

CCPLB MEMBERS WILL BE E-MAILED

WARRANTS

FOR THIS MONTH'S

APPROVAL

PRIOR TO MEETING.

Your Ideas. Our Expertise. Endless Event Possibilities!

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EVENT DATA FOR JANUARY 2018

	Current Year		Previous Year		Increase/Decrease	
	MTD	YTD	MTD	YTD	MTD	YTD
# Events	23	22	22	22	1	0
# Repetitive Events	13	18	18	18	-5	0
# Event Days	41	43	43	43	-2	0
# Building Event Days	42	43	43	43	-1	0
# User Setup/Teardown Days	7	5	5	5	2	0
Estimated Attendance	9,356	8,625	8,625	8,625	731	0
# Inquiries	35	23	23	23	12	0
# Inquiries Booked	16	8	8	8	8	0

**Estimated Attendance does not include general rider numbers.*

**Inquiries/Inquiries Booked does not include Marketing or CAM-PLEX Sponsored Bookings*

Highlights:

Customer Satisfaction Surveys: 7 sent out, 3 responses
CAM-PLEX had a booth at the Wedding & Event Expo and spoke to many 2019 brides.
Booked the Great Benjamin's Circus for March 24, 2018 in Central Pavilion.
Horse Racing contracts signed: 1) Indian Relay Races - May 2018; and Wyoming Horse Racing contracts signed for June (3 weekends) in 2018 through 2020.
Buck & Ball rebooked - great event for C.C. residents & CAM-PLEX revenue budget.



Campbell County Public Land Board
Revenue Budget Variance Report
General Fund
Summary of All Departments
For the Six Months Ending December 31, 2017

1/18/2018
11:43 AM

	December Actual	YTD Actual	2017 Budget	% Used	Amount Remaining	% Remaining
REVENUES						
Grants	\$0.00	\$233,399.00	\$187,694.00	124.35%	(\$45,705.00)	-24.35%
Interest Income	255.74	1,412.27	1,550.00	91.11%	137.73	8.89%
Sponsorships	5,600.00	10,412.37	12,000.00	86.77%	1,587.63	13.23%
Rent/Lease	61,392.00	285,803.97	725,680.00	39.38%	439,876.03	60.62%
Events Revenue	10,824.00	16,200.00	51,500.00	31.46%	35,300.00	68.54%
Appropriations	224,386.25	1,662,120.50	3,324,241.00	50.00%	1,662,120.50	50.00%
Other Income	67,897.80	247,426.06	159,778.00	154.86%	(87,648.06)	-54.86%
Cash Carry Over	0.00	0.00	142,000.00	0.00%	142,000.00	100.00%
Total Revenue	\$370,355.79	\$2,456,774.17	\$4,604,443.00	53.36%	\$2,147,668.83	46.64%
EXPENDITURES						
Personnel Services	208,415.47	1,344,032.50	3,132,368.00	42.91%	1,788,335.50	57.09%
Communication/Transportation	1,621.79	9,789.62	22,000.00	44.50%	12,210.38	55.50%
Printing/Duplication	2,781.79	12,761.00	30,850.00	41.36%	18,089.00	58.64%
Publicity	4,885.66	19,279.77	89,500.00	21.54%	70,220.23	78.46%
Dues & Subscriptions	821.97	4,017.90	7,025.00	57.19%	3,007.10	42.81%
Utility Services	31,421.45	177,613.41	459,000.00	38.70%	281,386.59	61.30%
Professional Services	43,189.69	137,675.44	280,150.00	49.14%	142,474.56	50.86%
Maint / Licensing Agreements:	0.00	1,650.00	7,000.00	23.57%	5,350.00	76.43%
Travel - Employee Business	0.00	294.31	18,300.00	1.61%	18,005.69	98.39%
Training & Development	0.00	0.00	4,000.00	0.00%	4,000.00	100.00%
Other Contractual	1,157.30	6,746.20	10,500.00	64.25%	3,753.80	35.75%
Supplies	17,862.40	75,017.97	221,550.00	33.86%	146,532.03	66.14%
Repairs & Maintenance	6,405.83	47,066.81	130,700.00	36.01%	83,633.19	63.99%
Rent / Lease	314.00	2,432.00	6,000.00	40.53%	3,568.00	59.47%
Fixed Charges	12,465.28	73,960.68	160,000.00	46.23%	86,039.32	53.77%
Investment Costs	0.00	0.00	20,000.00	0.00%	20,000.00	100.00%
Other	422.93	5,173.60	5,500.00	94.07%	326.40	5.93%
Buildings	0.00	34,500.00	0.00	0.00%	(34,500.00)	0.00%
Other Capital Outlay	(3,150.20)	34,264.78	0.00	0.00%	(34,264.78)	0.00%
Total Expenditures	\$328,615.36	\$1,986,275.99	\$4,604,443.00	43.14%	\$2,618,167.01	56.86%
Net Change in Fund Balances	\$41,740.43	\$470,498.18	\$0.00	0.00%	(\$470,498.18)	0.00%

March 2018

March 2018							April 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 25	26	27	28	Mar 1 Gobsmacked!	2	3 Chuckles for Charity
4	5	6 How I Became A Pirate	7	8 6:00pm Quarterly Meeting/Commissioners; 6:30 CCPLB Board Meeting (Board Room) - Kathy	9 CASA Red Wagon Pulling for Kids	10 Fight Night
11 Pro Jackpots Barrel/Poles/Roping	12	13	14	15	16 Eastside RV Summer Fun Show Gillette College Rodeo	17 Northeast Wyoming Contr
18 Eastside RV Summer Fun Gillette College Rodeo Northeast Wyoming Con	19	20	21	22 6:15pm Budget Mtg with Commission/Council (GAMB Cottonwood Room)	23 Wrangler Team Roping Championships	24 CAM-PLEX Street Fest Gillette's Got Talent The Great Benjamin's Circus
25 Wrangler Team Roping C	26	27	28	29 Pete the Cat	30 Twisted Sisters Money Run Barrel Race To Apr 1 →	31

April 2018

April 2018						
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					

May 2018						
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
Apr 1 ← Twisted Sisters Mone	2	3	4	5	6	7
8	9	10	11	12 6:00pm CCPLB Workshop; 6:30 CCPLB Board Meeting (Board Room) - Kathy Ashton	13 The Great Gatsby	14 CAM-PLEX Garage Sale
15 Powder River Symphony	16	17	18	19	20	21 Garden & Landscape Educational Expo & Farmers Market
22	23	24	25	26	27 Crawfish Boil	28 I Am The Army Of God
29	30 CCSD Art Gala	May 1	2	3	4	5



**Join us for the Campbell County Economy
Legislature Reception**

When: Wednesday, February 14
Time: 5:15 p.m. to 8 p.m.
Where: Yellowstone Room, Little America Hotel

The Campbell County Board of Commissioners, Gillette City Council, Campbell County Chamber of Commerce, Campbell County Convention & Visitors Bureau, and Energy Capital Economic Development cordially invite you to join them for an informal reception on Wednesday, February 14th from 5:15 p.m. - 8:00 p.m.

This is a great opportunity to visit one-on-one with state legislators in an informal setting about your business, long-term goals, your investments in the region, along with anything else you wish.

From 5:15 - 6:15 a presentation on the Energy Capital Higher Education Task Force Market Study will be given by local task force members. This study provides an interesting and informative picture of higher education needs in Campbell County. The legislature reception will immediately follow.

If you are interested in learning more about this event, or would like to attend, please call Phil Christopherson at 307-686-2603 or email Phil@EnergyCapitalED.com.

Join business executives from:

- Basin Electric Power Cooperative
- Big Lost Meadery
- Cloud Peak Energy
- Cyclone Drilling
- DEVON Energy
- Earth Work Solutions
- Powder River Energy Corporation
- S&S Builders
- Titan Machinery
- Visionary Communications
- Wyoming Machinery

Special thank you to our sponsors, [Cloud Peak Energy](#) and [Devon Energy](#).



*You and one guest have been
invited to the*

**Campbell County
Fire Department**

2017 Awards Banquet

**Saturday
February 24, 2018**
*Campbell County Senior Center
Gillette, Wyoming*

**Socializing Hour ~ 5:00 pm
Dinner and Awards ~ 6:00 pm**

*Please RSVP to
Jerrica Johnson at
307.682.5319 or jjohnson@ccfire.us
by February 9, 2018*

