



CITY OF GILLETTE

Administration

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

MEMORANDUM

TO: Mayor and Members of the City Council
FROM: Patrick G. Davidson, City Administrator
RE: General Information
DATE: August 16, 2019

The following meetings are scheduled for the week of **August 17 – August 23, 2019**

Monday, August 19th

- 1:00 p.m. – 6:00 p.m. Food Bank of the Rockies Mobile Pantry Distribution**
- Family Life Church, 480 South Hwy 50

Tuesday, August 20th

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

- Quarterly Updates
 - Campbell County Joint Powers Fire Board – Chairman Cory Bryngelson and Fire Chief Jeff Bender
 - Boys & Girls Club – Director Nate Grotrian
 - Energy Capital Economic Development – Director Phil Christopherson
- Review August 20, 2019 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 **letter** regarding **Firing of Black Powder Cannon by Gillette College** dated **August 15, 2019** provided by **City Administrator Davidson**.
2. Attached please find a **press release** regarding **Wyoming Food Bank of the Rockies Mobile Pantry Distribution** on **August 19, 2019** from **1:00 p.m. – 6:00 p.m.** at the **Family Life Church** provided by the **Wyoming Food Bank of the Rockies**.
3. Attached please find a **press release** regarding **Rewriting the City of Gillette Zoning Code** dated **August 13, 2019** provided by **Communications Manager Palazzari**.
4. Attached please find the **Current Engineering Division Project Status Report** provided by **Development Services Director Muzzarelli**.

PGD/adw



CITY OF GILLETTE

Finance Department - City Clerk Division
Cindy Staskiewicz, City Clerk
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5210 • Fax 307.686.4081
clerk@gillettewy.gov

**Pre-Meeting – 6:00 p.m.
City Hall – 3rd Floor Conference Room
Tuesday, August 20, 2019
Dinner Served at 5:30 p.m.**

Pre-Meeting Topic(s):

- Quarterly Updates
 - Campbell County Joint Powers Fire Board – Chairman Cory Bryngelson & Fire Chief Jeff Bender
 - Boys & Girls Club – Director Nate Grotrian
 - Energy Capital Economic Development – Director Phil Christopherson
- Review August 20, 2019 Council Agenda
- Executive Session



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August 15, 2019

Chad Trebby
Gillette College
300 West Sinclair
Gillette, WY 82718

RE: Firing of Black Powder Cannon by Gillette College (noise only, no projectile)

Dear Mr. Trebby:

I am in receipt of your email dated July 31, 2019 regarding the 50th Anniversary Celebration for Gillette College. Permission is hereby granted pursuant to §14-8 of the Gillette City Code, to Gillette College, its administrators and/or designee to fire a black powder cannon on September 5th to signal the start of the 5k run/walk, but also to mark the beginning of the 50th Anniversary Celebration. I ask that representatives of the college please reach out to the Campbell County Fire Department and the Gillette Police Department in advance of the event in order that everyone is aware of the firing of the cannon.

Your email also asked for additional consideration as to the use of the cannon for events such as home soccer games. If you can provide me a list of dates of games and other activities you envision this involving, I will be more than willing to consider them. I think it would be easiest for all involved to have one letter be provided to the college that covers all known events, and simply renews permission on an annual basis.

Finally, as you are aware, while the City Administrator may grant permission pursuant to §14-8 of the Gillette City Code, the Mayor retains authority to revoke the permission granted at any time. I do not envision such an action taking place, except for some emergency purpose, but Gillette College should be aware of this as well.

Thank you for bringing this to my attention, and I look forward to the list of other events and activities that might require the use of the cannon.

Sincerely,

Patrick G. Davidson,
City Administrator, City of Gillette



Angela Williams <angelaw@gillettewy.gov>

Fwd: Corrected; Monday- August 19th Gillette Mobile Pantry Announcement

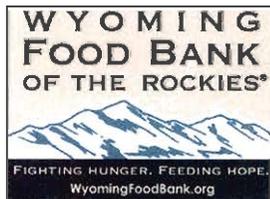
1 message

Patrick Davidson <patrickd@gillettewy.gov>
To: Angela Williams <angelaw@gillettewy.gov>

Wed, Aug 14, 2019 at 9:11 AM

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

From: **Victoria Ziton** <vziton@foodbankrockies.org>
Date: Wed, Aug 14, 2019 at 8:48 AM
Subject: Corrected; Monday- August 19th Gillette Mobile Pantry Announcement
To: City of Gillette <patrickd@gillettewy.gov>



For Immediate Release - corrected

First Lady, Jennie Gordon, joins Wyoming Food Bank of the Rockies to help feed families at the Gillette mobile pantry, Monday, August 19

Evansville, WY August 12, 2019 — **Wyoming Food Bank of the Rockies** has been working diligently with donors, the First Lady of Wyoming, the City of Gillette, and local companies to get more **fresh food, protein, and shelf-stable items** to the communities affected by the recent mine layoffs. Our trucks have increased deliveries to this area to keep our partner agencies' shelves full. Our goal is to make certain that there is fresh food available to the areas' families in need every day, not just at our Mobile Pantries.

First Lady, Jennie Gordon, joins Wyoming Food Bank of the Rockies to share food with neighbors in need at our next mobile pantry, Monday, August 19 with distribution to the public.

The mobile pantry takes place in the Family Life Church parking lot, [480 State Highway 50](#), from 1:00 – 6:00 pm.

Trends Furniture, Inc., Powder River Energy Foundation, Wyoming Mining Association, Black Hills Corporation, Family Life Church, City of Gillette, Campbell County Health, and Windshield Paramedic helped sponsor the distribution.

Volunteers are needed to help with these distributions and can sign up via the link below:

<http://wyomingfoodbank.org/volunteers/>

Families in need of food can contact Wyoming Food Bank of the Rockies' local partner agencies. <http://wyomingfoodbank.org/wp-content/uploads/Partnering-Agencies-List-2019.pdf>

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Media Contact:

Victoria Ziton, Wyoming Food Bank of the Rockies
307-265-2172 x 4011 | vziton@foodbankrockies.org

About Wyoming Food Bank of the Rockies

Wyoming Food Bank of the Rockies (WFBR), an arm of Food Bank of the Rockies, serves the entire state of Wyoming. Last year, WFBR distributed more than 8.2 million meals through their programs and in partnership with 143 hunger relief programs – pantries, soup kitchens and shelters. More information at 307.265.2172, toll-free - 877.265.2172 or wyomingfoodbank.org.

Our Contact Information

Wyoming Food Bank of the Rockies
PO Box 1540
Evansville, WY 82636-1540
307-265-2172
www.wyomingfoodbank.org

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Patrick G. Davidson, City Administrator
City of Gillette
Sent from Google on iPhone

G-21: Rewriting the City of Gillette Zoning Code

Bringing the Zoning Code Into the 21st Century

The City of Gillette Planning and GIS Division is engaged in a rewrite of the City of Gillette Zoning Code. This effort began with a recognition of the dated code and the need to bring the code into the 21st Century.

Post Date: 08/13/2019 12:00 PM

The City of Gillette Planning and GIS Division is engaged in a rewrite of the [City of Gillette Zoning Code](#). This effort began with a recognition of the dated code and the need to bring the code into the 21st Century.

The primary reasons for updating the Zoning Code are as follows:

- The current code was originally adopted in 1979. Good planning practice suggests a review and update of the code every 7-10 years. Since 1979 we have had 89 amendments to the Zoning Code.
- The lack of consistent language in the code makes the review process challenging.
- The existing code does not function in an era of technology that can provide fast and consistent answers.
- To determine areas of consistency and inconsistency between the existing city policies and practices, the adopted plans, and the existing ordinance language.
- To make modifications necessary to update the development review process.
- To make necessary changes related to new statutory and/or case law.
- To address items which, over time, have not been utilized by the public.
- To review all areas of the code and address any deficiencies.
- To provide new opportunities for housing and growth.
- To simplify some of the dated code for ease of use.
- To create user friendly layout.
- To digitize the code.

The City is on a mission to provide a high end, user-friendly, easy to understand zoning code experience for citizens, developers, consultants, real estate agents, bankers, and appraisers. Anyone with interest in constructing buildings large or small, adding to your home, building fences, sheds, opening a day care, opening a home occupation, developing raw land, landscaping a commercial property, or constructing a cell phone tower, will find the Zoning Code provides direction for navigating the development process.

The City of Gillette Planning Division is seeking your input in updating a code that is 40 years old. The framework of the existing code has provided the City with a model of reasonable growth and expansion as we have experienced the booms and busts. It is not the intent of the City Planning Division to dispose of the existing code and create a new document in its entirety but to utilize the existing code, provide updates to outdated sections, and enhance the code with new opportunities for growth and development.

Visit the [G-21: Zoning Code Rewrite](#) page for more information and to participate in the process.

Contact the [City Planning Division](#) at (307) 686-5281 with questions.

As of 8/15/2019

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	Hwy 50 - Lakeway to Southern Drive 16EN39	Winland Industrial Park Water & Sewer Improvements 16EN41	Dalbey Park to Gillette College Pathway Ph. I 16EN48	Dalbey Park to Gillette College Pathway Ph. II 17EN33	2018 Sanitary Sewer Main Replacement 18EN06
PROJECT MANAGER	Jade Butler	Steven Peterson	Josh Richardson	Josh Richardson	Steven Peterson
ENGINEER	WYDOT	DOWL	HDR Engineering	HDR Engineering	DOWL
CONTRACTOR	Simon Contractors	Hot Iron, Inc.	Hladky Construction	TBD	Mountain View Building
CONSTRUCTION START DATE	March 1, 2019	October 1, 2018	February 6, 2019	Fall 2019	March 18, 2019
PROPOSED END DATE	June 1, 2020	November 30, 2018	September 10, 2019	TBD	May 24, 2019
PERCENT COMPLETE	70%	111%	50%	0%	100%
BID PRICE	\$245,970.00 (City's portion of the project)	\$916,345.22	\$547,007.21	TBD	\$548,628.00
CURRENT PROJECT HIGHLIGHTS	Highway 50 project is now closed to thru traffic with the intent on being open to thru traffic on August 19.. Wydot has currently allowed local traffic through to their neighborhoods. Simon Contractors has completed the dirt work as well as the box culvert install. They have started placing new curb and gutter and installing road base. New traffic lights have been installed at West 4-J.	The project was awarded by Council August 21, 2018. The project substantial completion was 1/11/19. The project final completion was 6/10/19. Council acceptance is anticipated at the 8/20/19 meeting.	Project is in final phases. The pathway should be opened in the next couple of weeks.	Design is complete. Waiting on WYDOT to complete the review of the environmental documents and let us bid the project. agencies	The project was bid 1/31/19. The project was awarded by Council 2/11/19. The notice to proceed was issued on 3/18/19. Substantial Completion was reached on 5/13/19. Final Completion was reached on 5/25/19. Council accepted the project on July 2, 2019.
PROJECT DESCRIPTION	Widening of Hwy 50 from Lakeway Rd to Southern Dr This is a state highway and the project is being managed by WYDOT. The city is paying for a new 10' wide pathway along Hwy 50. The city is involved in traffic lights, electrical components, pathway and the public relation aspect as this project affects quite a few city neighborhoods.	Installing individual water meters to each lot, water main improvements, sanitary sewer improvements/repairs, and minor street repairs.	Project is to connect the north pathway in Dalbey park with the south pathway allowing for access in the park without using the Highway 59 sidewalk. The pathway will continue under the bridge and will reroute existing pathways in Dalbey Park for better connections and ADA access.	This pathway starts at the Highway 59 bridge and travels adjacent to Donkey Creek at College Park Court, including a bridge across Donkey Creek.	This project will replace approximately 500 LF of 12" sanitary sewer main between University Road and Potter Ave. Included with this project will be slope stabilization in the areas disturbed by construction of the new sanitary sewer.

As of 8/15/2019

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	Boxelder/Garner Lake Traffic Signal 18EN12	Roadway Beautification 18PK18	Alley PMS 2019 19EN01	PMS 2019 19EN02	Pavement Rehabilitation Large AC Patch 19EN03
PROJECT MANAGER	Josh Richardson	Jade Butler	Jade Butler	Todd Merchen	Todd Merchen
ENGINEER	Morrison Maierle	KLJ	Inberg-Miller Engineers	PCA Engineering	In-House
CONTRACTOR	Modern Electric	G&G Landscaping	Mountain Peak Builders	Simon Contractors	Simon Contractors
CONSTRUCTION START DATE	TBD	April 2019	April 15, 2019	May 1, 2019	Fall 2018
PROPOSED END DATE	TBD	August 1, 2019	July 1, 2019	November 14, 2019	July 18, 2019
PERCENT COMPLETE	0%	100%	100%	15%	95%
BID PRICE	\$467,762.00	\$219,162.56	\$81,792.00	\$2,949,480.25	\$138,361.25
CURRENT PROJECT HIGHLIGHTS	Receiving shop drawings. The preconstruction meeting will be held in a couple of weeks	Project was completed by the end of July. This project will go to City Council for approval at the August 20, 2019 meeting..	Project has been completed and accepted by City Council at the August 6, 2019 meeting.	Completed paving from Boysen Creek Drive to east of Ash Meadows Drive. Base course is placed to east of Casa Quinta Drive, asphalt removal complete to Garner Lake Road. Due to weather, the project is about 3 weeks behind the original schedule. Paving anticipated to be complete by the last week in September. 5th Street miscellaneous concrete replacement complete. Asphalt removal complete from Hwy 59 to Brooks. This portion of project on schedule.	Completed patches on Force Road, Hidden Valley and Abbey Court, Vanscoy, JZ Court, Rourke Ave., and the alley between Cary and Emerson. Currently working on Emerson and 4th Street patch, Warlow will be final patch
PROJECT DESCRIPTION	This is a WYDOT project to install a new traffic signal at the intersection of Boxelder and Garner Lake.	Install landscaping features including irrigation, plant material, trees and landscape mulch in 3 areas. These areas include the intersection of Westover Rd. and Burma Ave., 4-J Rd and Westover Rd, and Gurley Ave. (just north of the Gurley overpass).	Full Reconstruction of Alley between 2nd and 3rd St. and Emerson and Osborne Ave. The existing surface will be removed and replaced with new concrete.	Reconstruction of: 5th Street from S. Emerson to Hwy 59, Kløver Rd. from Boysen Cr. to Garner Lake Rd., Gurley Ave. from Kløver Rd. to north corporate limits	Large asphalt patches on Rourke Ave., Force Rd, S Emerson, Warlow, and an alley between 6th and 7th.

As of 8/15/2019

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	City Pool Parking Lot Improvements 19EN05	2019 New Sidewalk 19EN06	School Zone Signal Timer Upgrade 19EN07	Pedestrian Crossing Enhancements 19EN08	General Drainage Improvements 2019 19EN09
PROJECT MANAGER	Josh Richardson	Jade Butler	Josh Richardson	Josh Richardson	Todd Merchen
ENGINEER	Dowl	Inberg-Miller Engineers	In-House	In-House	In-House
CONTRACTOR	Powder River Construction	Black Cat Construction	In-House	In-House/DRM/TBD	GW Construction
CONSTRUCTION START DATE	Spring 2019	April 1, 2019	Spring 2019	Spring 2019	July-August 2019
PROPOSED END DATE	TBD	June 1, 2019	TBD	June 26, 2019	Fall 2019
PERCENT COMPLETE	95%	99%	0%	100%	0%
BID PRICE	\$648,768.00	\$58,317.00	TBD	\$35,000.00	\$332,231.50
CURRENT PROJECT HIGHLIGHTS	Work is complete. Some minor landscaping work was given to a different sub in order to receive the quality of work desired. Gillette Avenue needs to be corrected to meet specifications which will be as a warantee issue after surrounding roads are open and pool is closed for the season	Project has mostly been completed except for reconciling an issue with a homeowner who wanted a retaining wall installed. We are currently figuring this issue out so the project can be closed out.	Equipment ordered	All work is complete and is in final cleanup phase.	Project was bid on June 4 GW Construction is the low bidder. Award will be recommended at the June 18 Council Meeting
PROJECT DESCRIPTION	Design and construct pavement parking lot improvements at the City Pool	Install sidewalk on two neighborhood blocks in the Saunders area that currently do not have sidewalk.	Provide and install new time clocks to 29 existing school zones.	Provide and install automatic and ADA flashers and new street light as crossing improvements at northwest corner of 4-J/West 4-J intersection	Repair of Sage Bluff Park low flow channel and adjoining storm sewer inlets

As of 8/15/2019

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	2019 Water Main Replacement 19EN11	2019 Sanitary Sewer Main Replacement 19EN13	Water Tank Rehab Z1-R2 19EN12	Madison Pump Station Roof Replacement 19EN14	City Hall Chiller Pad Drainage 19EN24
PROJECT MANAGER	Steven Peterson	Steven Peterson	Seth Morris	Seth Morris	Seth Morris
ENGINEER	KLJ	HDR	Morrison Maierle	Morrison Maierle	In House/Contractor
CONTRACTOR	Hot Iron, Inc.	Hot Iron, Inc.	Classic Protective Coatings, Inc.	Wyoming Roofing, LLC.	Hladky Construction
CONSTRUCTION START DATE	May 20, 2019	June 24, 2019	TBD	TBD	April 30, 2019
PROPOSED END DATE	September 25, 2019	October 15, 2019	TBD	TBD	May 10, 2019
PERCENT COMPLETE	58%	34%	0%	0%	100%
BID PRICE	\$1,983,230.95	\$811,670.47	\$889,750.00	\$91,950.00	\$88,900.00
CURRENT PROJECT HIGHLIGHTS	The project was awarded at the 4/2/19 City Council Meeting. The notice to proceed was issued on 5/20/19. Substantial Completion is estimated to be reached on 9/26/19. Final Completion is estimated to be reached on 10/10/19.	The project was bid on 4/2/19. The project was awarded at the 4/16/19 City Council Meeting. The notice to proceed was issued on 6/24/19. Substantial Completion is estimated to be reached on 10/2/19. Final Completion is estimated to be reached on 10/16/19.	All metal fabrication of the new stairs and walkways is complete along with any needed repairs to the metal structure of the tank. The coating removal inside the tank is almost complete and they are building the containment tent around the tank and should start removing the outside coating next week.	Pre-Construction Meeting June 14th, 2019 at 10:00 am	Project is ready for final acceptance
PROJECT DESCRIPTION	This project will replace water mains in 10th Street, 11th Street, Dalbey Avenue, Tyler Avenue, Hog Eye Drive, and Frontier Drive.	This project will replace sanitary sewer mains in 1st Street, County Property adjacent to Valley Drive, Buckskin Drive, and Kluver Drive.	This project will rehabilitate the exterior and interior of the Z1-R2 Tank and repaint. Also included with this rehabilitation is installation of access stairs and railing to the top roof hatch.	Design and construct a roof replacement for the Madison Pump Station Building. Contractor to provide a twenty-year warranty on the roofing.	The scope of work includes installation of a new concrete pad surrounding existing HVAC and backup generator equipment, and design and installation of storm water conveyance for runoff from the existing roof drain outlets away from the building and toward the existing storm sewer system in 4th Street.

As of 8/15/2019

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	Goldenrod Avenue Repairs 19EN26	Gurley Overpass Maintenance Closure 19EN32	City West Remodel Ph II 19EN30	City Hall 3rd Floor Remodel 19EN31	Animal Control Temporary Facility Renovation 19EN34
PROJECT MANAGER	Todd Merchen	Todd Merchen	Nick Marty	Nick Marty	Nick Marty
ENGINEER	In-House	Structural Dynamics	Arete Design Group	Schutz Foss Architects	
CONTRACTOR	GW Construction	TBD	TBD	TBD	Skyline Builders
CONSTRUCTION START DATE	Spring 2019	July 15, 2019	TBD	TBD	5/7/2019
PROPOSED END DATE	Early Summer 2019	July 31, 2019	TBD	TBD	6/14/2019
PERCENT COMPLETE	75%	0%	0%	0%	100%
BID PRICE	\$107,721.50	N/A	TBD	TBD	\$76,600.00
CURRENT PROJECT HIGHLIGHTS	Repair Complete at 3401 and 3403 Goldenrod. Making additional repairs to correct drainage at Kilkenny and Goldenrod, Blain Court and Goldenrod, and on Lonigan	Will conduct the planned Slice Plate Bolt Evaluation (19EN22) during this closure. Evaluate deck and barrier condition.	Initial design was reviewed with City staff and revised. Architect will have final layout for review and approval with staff July 8th.	Initial design was reviewed with City staff and revised. Architect will have revised layout for review meeting with staff week of June 24th.	Project is complete and ready for acceptance.
PROJECT DESCRIPTION	Reconstruct the sagged pavement, curb and gutter, and sidewalk between 3401 and 3403 Goldenrod	Perform annual maintenance to the Gurley Overpass to facilitate longer periods between extended project level closures.	Interior renovations of the remainder of City West that was not remodeled in the 2015 project.	Renovation of the third floor of City Hall to provide a larger conference room and changes to make space more usable	Renovation of the existing "Green Building" adjacent to the Animal Control Facility to house Animal Control during the main facility renovation

As of 8/15/2019

ENGINEERING DIVISION PROJECT STATUS REPORT

PROJECT NAME & NUMBER	ECSC Proposed Improvements 19EN36			
PROJECT MANAGER	Jade Butler			
ENGINEER	PCA Engineering			
CONTRACTOR	TBD			
CONSTRUCTION START DATE	TBD			
PROPOSED END DATE	TBD			
PERCENT COMPLETE	90%			
BID PRICE	\$234,000.00			
CURRENT PROJECT HIGHLIGHTS	Project is currently 90% designed.			
PROJECT DESCRIPTION	Full design of project and completion of bidding documents for a new phase at the Energy Capital Sports Complex. The design includes 3 new multipurpose artificial turf fields, a new parking lot and lighting for the fields.			