

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: October 4, 2019

*By Mayoral
FOR P.G.D. 10/4/19*

The following meetings are scheduled for the week of **October 5 – October 11, 2019**

Tuesday, October 8th

11:30 a.m. Campbell County Chamber of Commerce Luncheon

- Ramada Plaza & Conference Center

Tuesday, October 8th

6:00 p.m. City Council Work Session

- FY 20 Budget Amendment Review – Finance Director Henderson
- Energy Capital Sports Complex Bid Alternate Discussion
- City West Remodel Bid Review
- Recreational Vehicles (RVs) in Mobile Home Parks Discussion – Development Services Director Muzzarelli
- Review October 15, 2019 Council Agenda
- Executive Session
- City Hall – 2nd Floor Community Room
- Dinner Served at 5:30 p.m.

1. Attached please find **current sales tax information** provided by **Finance Director Henderson**.
2. Attached please find **information** regarding the **2019 WYOPass & WYGeo Fall Conference** on **October 9-11, 2019** at the **Gillette College Technical Education Center** provided by **Planning & GIS Manager Mayfield**.
3. Attached please find a **press release** regarding **2019 Summer Parks Photo Contest Winners Announced** dated **October 2, 2019** provided by **Communications Manager Palazzari**.
4. Attached please find **information** regarding the **Fall Parks Photo Contest** provided by **Communications Manager Palazzari**.
5. Attached please find a **flyer** regarding **Fall 2019 Board Training** provided by the **Campbell County Commissioner's Office**.
6. Attached please find a **proclamation** for **Domestic Violence Awareness Month** signed by **Mayor Carter-King** on **October 1, 2019**.
7. Attached please find the **agenda** for the **Board of Examiners** dated **October 8, 2019** and **meeting minutes** dated **September 10, 2019** provided by **Chief Building Official Rogers**.

8. Attached please find the **agenda** for the **Campbell County Public Land Board** dated **October 10, 2019** and **meeting minutes** dated **September 12, 2019** provided by **Cam-Plex**.
9. Attached please find **thank you cards** from the **Senior Center**.

PGD/adw

	Work Session Tuesday, October 8, 2019 Meeting: 6:00 p.m. 2nd Floor Community Room

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

Agenda Topics:

- FY 20 Budget Amendment Review – Finance Director Henderson
- Energy Capital Sports Complex Bid Alternate Discussion
- City West Remodel Bid Review
- Recreational Vehicles (RV's) in Mobile Home Parks Discussion – Development Services Director Muzzarelli
- Review October 15th Council Agenda
- Executive Session

Upcoming Work Session Topics:

October 22

- Executive Session

October 29

- Review November 5th Agenda
- Executive Session

November 12

- Review November 19th Agenda
- Executive Session

November 26

- Review December 3rd Agenda
- Executive Session

December 10

- Review December 17th Agenda
- Executive Session

December 24 – Canceled

December 31

- Review January 7th Agenda
- Executive Session

City/County/Town Budget Meeting

Upcoming Council Pre-Meeting Topics

October 15

- Quarterly Update & Downtown Parking Request
 - Gillette Main Street
- Council of Community Services Request
- Vision 2040 Grant Request
- Review October 15th Agenda
- Executive Session

November 5

- Review November 5th Agenda
- Executive Session

November 19

- Review November 19th Agenda
- Executive Session

December 3

- Review December 3rd Agenda
- Executive Session

December 17

- Review December 17th Agenda
- Executive Session

Upcoming Activities

October 10 – GARF Candlelight Vigil for Domestic Violence, 6:00 p.m., Council Chambers

October 16-18 – WAM Fall Workshop, Saratoga, WY

October 25 – Council Development Workshop, 4:00 p.m. to 8:30 p.m., 3rd Floor Conference Room

October 26 – Council Development Workshop, 7:30 a.m. to 12:30 p.m., 3rd Floor Conference Room

October 26 – Boo Fest, 12:00 p.m. to 3:00 p.m., Third Street Plaza

Agenda Items for October 15, 2019

1. An Ordinance Approving and Authorizing an Amendment to Ordinance 3872 and Associated Villas at Tenth Hole Estates, Phase I, Planned Unit Development Plat, to be Known as the Final PUD Plat, a Resubdivision of Lots 17-28, Block 3, Villas at Tenth Hole Estates, Phase I, to the City of Gillette, Wyoming.

(Ordinance 2nd Reading – Consent)

2. An Ordinance Approving and Authorizing a Zoning Text Amendment to Amend the Zoning Ordinance of the City of Gillette, Wyoming, to Amend Section 16 Definitions, Section 9.B., Off-Street Parking and Loading Requirements, and Section 5, Administration and Enforcement, Subject to all Planning Requirements.

(Unfinished Business – Ordinance 2nd Reading)

3. An Ordinance to Amend Chapter 11, Section 11-10 of the Gillette City Code to Revise City Snow Routes and Snow Emergency Declarations.

(Unfinished Business – Ordinance 3rd Reading)

4. An Ordinance to Amend Chapter 14, Section 14 A of the Gillette City Code to Revise City Park Hours.

(Unfinished Business – Ordinance 3rd Reading)

5. Council Consideration to Authorize the Mayor to Sign a Memorandum of Understanding to Provide Telecommunication Services Between the City of Gillette and Campbell County.

(New Business – Minute Action)

6. Council Consideration of a Professional Services Agreement for the Gillette Regional Water Supply Project - Phase IV District Extensions for Engineering Services with DOWL in the Amount of \$213,235.00.

(New Business – Minute Action)

7. Council Consideration of a Professional Services Agreement for Design and Bidding Services Associated with the 2020 Water Main Replacement Project, with Morrison Maierle, Inc., in the Amount of \$440,000.00 (1% Project).

(New Business – Minute Action)

8. Council Consideration for the Acceptance of Public Improvements for the Dalbey Park to Gillette College Pathway - Phase 1 Project, Installed by Hladky Construction, in the Amount of \$558,995.76 (WYDOT TAP Grant and 1% Project).

(New Business – Minute Action)

9. Council Consideration for the Acceptance of Public Improvements for the Goldenrod Avenue Additional Repairs Project, Installed by GW Construction, in the Amount of \$402,868.21 (1% Project).

(New Business – Minute Action)

10. Council Consideration of a Bid Award for the City West Remodel Phase II to XXXXXX, in the Amount of \$X,XXX,XXX.XX.

(New Business – Minute Action)

11. Council Consideration of a Resolution Approving and Authorizing the Final Plat Known as Betcher II Subdivision, Located in the SW1/4 SE1/4 NW1/4 and the W1/2 NE1/4 SW1/4, Section 2, Township 49 North, Range 72 West of the 6th P.M.; to the City of Gillette, Wyoming; Subject to all Planning Requirements.

(New Business – Minute Action)

12. A Public Hearing to Consider an Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, A Tract of the SW1/4 SE1/4 NW1/4 and the W1/2 NE1/4 SW1/4, Section 2, Township 49 North, Range 72 West, of the 6th P.M., City of Gillette, Wyoming, from C-1, General Commercial District to I-1, Light Industrial District; Subject to all Planning Requirements.

(Public Hearings & Considerations)

13. An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, a Tract of the SW1/4 SE1/4 NW1/4 and the W1/2 NE1/4 SW1/4, Section 2, Township 49 North, Range 72 West, of the 6th P.M., City of Gillette, Wyoming, from C-1, General Commercial District to I-1, Light Industrial District; Subject to all Planning Requirements.

(Public Hearings & Considerations)

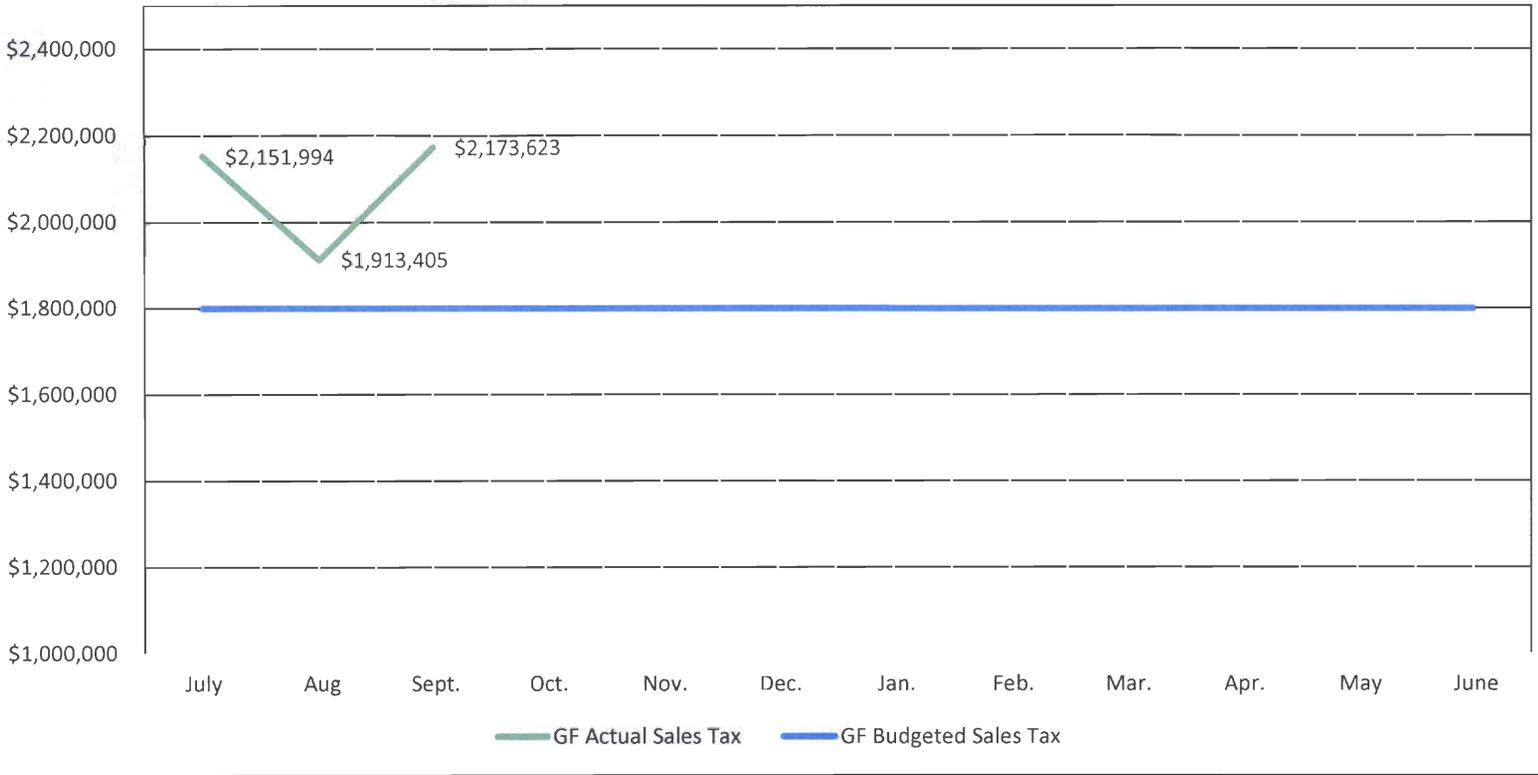
14. A Public Hearing to Consider Amendments to the Gillette City Budget for FY2019/2020.

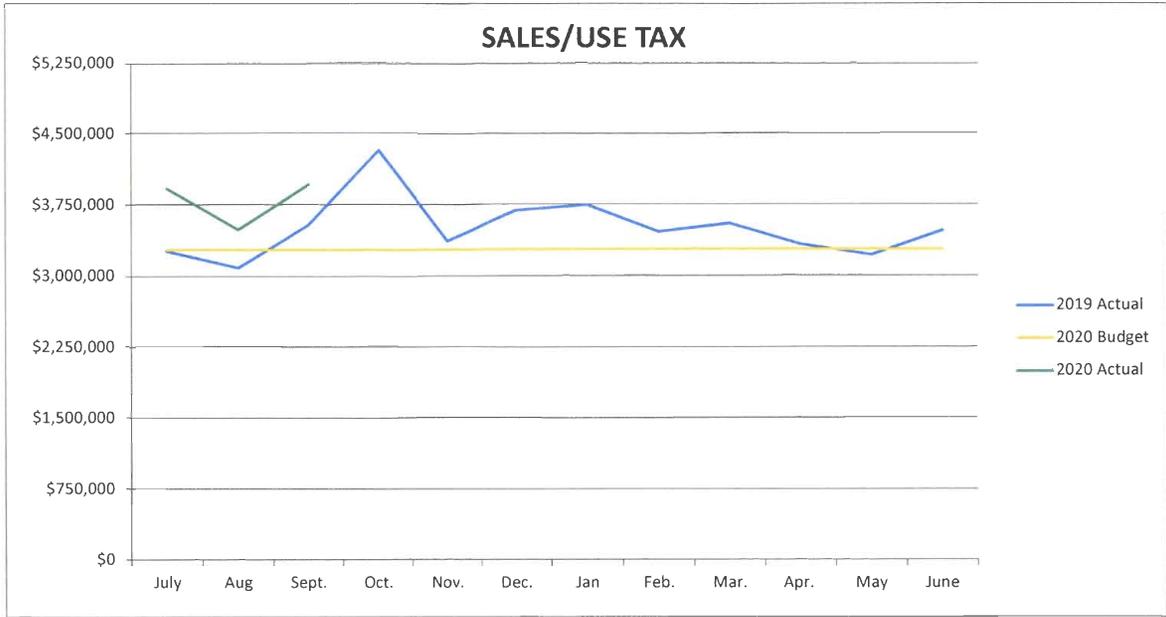
(Public Hearings & Considerations)

15. Council Consideration of a Resolution to Approve Amendments to the Gillette City Budget for FY2019/2020.

(Public Hearings & Considerations)

GENERAL FUND SALES TAX ACTIVITY-FY 2019/20





	FY 2019 ACTUAL	FY 2020 ACTUAL	% CHANGE
July	\$3,261,749	\$3,917,305	20.10%
Aug	\$3,088,488	\$3,487,597	12.92%
Sept.	\$3,536,658	\$3,958,803	11.94%
Oct.	\$4,319,280		-100.00%
Nov.	\$3,367,186		-100.00%
Dec.	\$3,684,281		-100.00%
Jan	\$3,741,139		-100.00%
Feb.	\$3,457,747		-100.00%
Mar.	\$3,547,790		-100.00%
Apr.	\$3,326,785		-100.00%
May	\$3,216,434		-100.00%
June	\$3,473,169		-100.00%
TOTAL	\$42,020,704	\$11,363,704	-72.96%

FY19 YTD	\$9,886,895	14.94%
FY18 YTD	\$8,203,870	38.52%
FY17 YTD	\$7,183,405	58.19%
FY16 YTD	\$10,836,613	4.86%
FY15 YTD	\$14,583,552	-22.08%

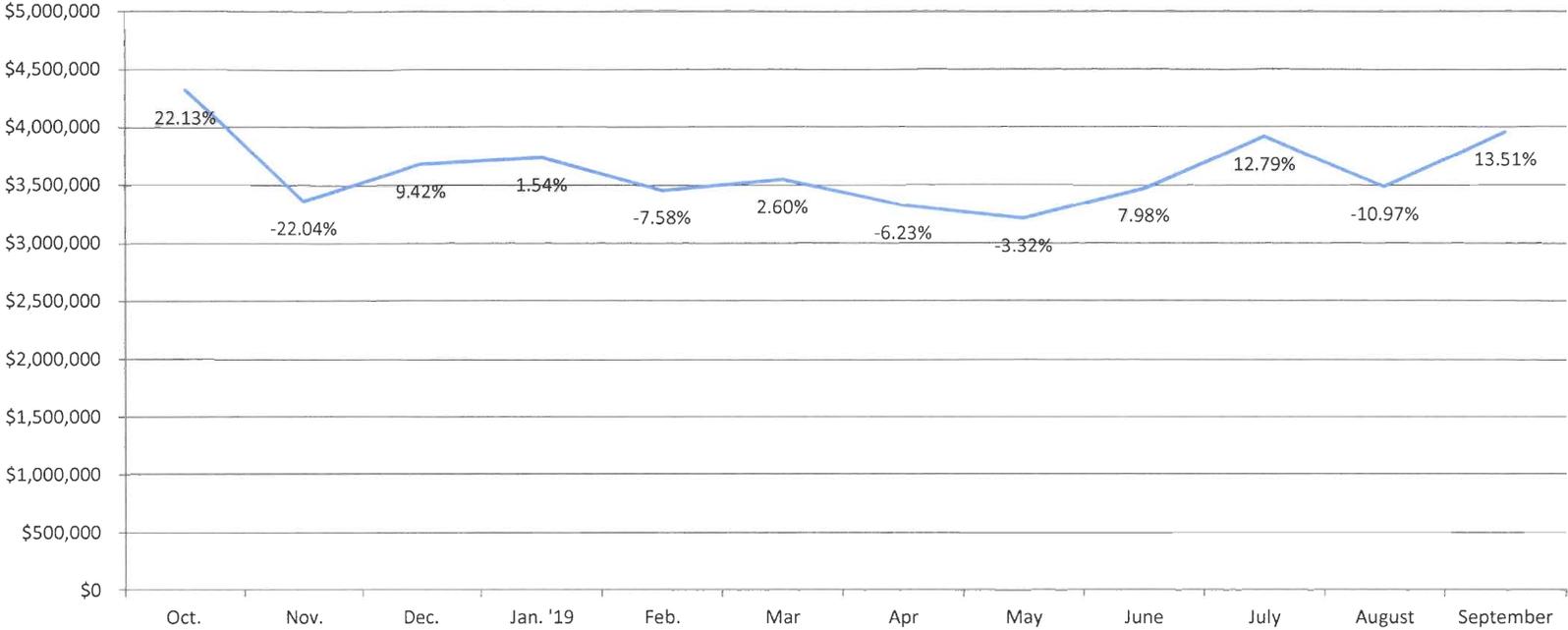
YEAR TO DATE SALES TAX RECEIPTS (September):

FY 2018	FY 2019	FY 2020
\$8,203,870	\$9,886,895	\$11,363,704

YTD BUDGET
\$9,825,000

% Over/(Under) Budget: 15.66%

SALES/USE TAX - 12 MONTH CHANGE HISTORY





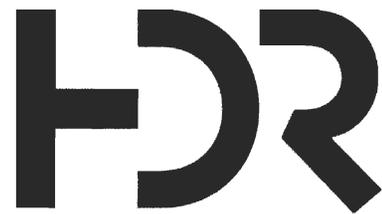
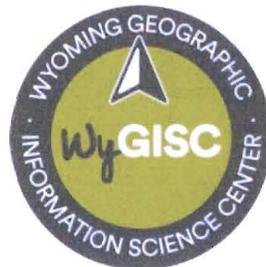
2019
WYOPASS & WYGEO
FALL CONFERENCE
“FUSING DATA AND PEOPLE”



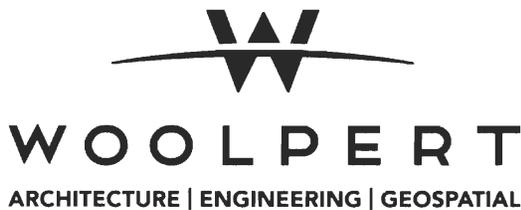
GILLETTE COLLEGE TECHNICAL EDUCATION CENTER

AGENDA

MANY THANKS TO OUR AMAZING SPONSORS!



ENGINEERING, REIMAGINED



2019 WYOPASS & WYGEO FALL CONFERENCE “FUSING DATA AND PEOPLE” GILLETTE COLLEGE TECHNICAL EDUCATION CENTER

Wednesday, October 9, 2019

7:30 AM - 8:00 AM	Registration open for Training Sessions and Conference <i>Technical Education Center Lobby</i> <i>(Must Pre-Register for Trainings)</i>		
8:00 AM – 11:30 AM	Presentation Hall	Rocky Point Room	Donkey Creek Room
	<p style="text-align: center;">Session #1 (Part I): Switching to ArcGIS Pro from ArcMap <i>Maribeth Price</i> <i>South Dakota School of Mines and Technology</i></p> 	<p style="text-align: center;">Session #2: The Fundamentals of Flying Drones <i>Chris Leatherman</i> <i>Aerial Solutions of Wyoming</i></p> 	<p style="text-align: center;">Session #3: DIY Interactive, Web-Based Development Code <i>Bret Keast</i> <i>enCodePlus, LLC</i></p> 
11:30 AM – 1:00 PM	Lunch on your own. Explore Gillette!		
1:00 PM – 4:30 PM	<p style="text-align: center;">Session #1 (Part II): Switching to ArcGIS Pro from ArcMap <i>Maribeth Price</i> <i>South Dakota School of Mines and Technology</i></p> 	<p style="text-align: center;">Session #4: Adventures in LiDAR Using Arc <i>Jason Caldwell</i> <i>The Sanborn Map Company</i></p> 	<p style="text-align: center;">Session #5: Simplifying Field Operations for Planners and GIS Professionals <i>Hayley Miller, Esri</i></p> 
	Registration Open for Conference <i>Technical Education Center Lobby</i>		
4:30 PM - 5:45 PM	WYOPASS BOARD MEETING The Pronghorn Room	WYGEO BOARD MEETING Presentation Hall	
6:00 PM - 7:30 PM	<p style="text-align: center;">Opening Reception—The Railyard, 113 South Gillette Ave. Cash Bar, Light hors d’oeuvres Downtown Walking Tour – The guide for the Historic Gillette Downtown Walking Tour will depart from The Railyard at 6:30pm.</p>		

**2019 WYOPASS & WYGEO FALL CONFERENCE
 “FUSING DATA AND PEOPLE”
 GILLETTE COLLEGE TECHNICAL EDUCATION CENTER**

Thursday October 10, 2019 (Morning Sessions)

	Rocky Point + Donkey Creek Rooms		
7:00 AM - 8:00 AM	Registration and Continental Breakfast—Technical Education Center		
8:00 AM - 8:30 AM	<p align="center">Welcome and Introductions <i>Louise Carter-King, City of Gillette Mayor</i> <i>Rusty Bell, Chairman, Campbell County Commissioners</i> <i>Sid Fox, AICP, WYOPASS President</i> <i>Karen Rogers, WyGEO President</i></p>		
8:30 AM - 9:45 AM		<p align="center">Opening Session/Keynote <i>Bret Keast, AICP</i> <i>Chief Executive Officer</i> <i>Kendig Keast Collaborative</i></p> 	
9:45 AM – 10:00 AM	Break		
10:00 AM - 11:15 AM	<p align="center">Presentation Hall</p> <p align="center">SPCS 2022: Status and Effect <i>Mark Corbridge, WYDOT</i></p> <p align="center">GIS and Cemetery Management <i>Max Masters</i> <i>Geographic Innovations</i></p>	<p align="center">Rocky Point Room</p> <p align="center">Smart City Planning with ArcGIS Urban* <i>Hayley Miller, Esri</i></p>	<p align="center">Donkey Creek Room</p> <p align="center">Meetings from Hell— Managing the Dysfunctional Meeting <i>Linda Klinck</i> <i>Wyoming Main Streets</i></p>
11:15 AM - 12:30 PM	<p align="center">WYGEO BUSINESS MEETING - Lunch provided - all are welcome! The Pronghorn Room</p>		

**2019 WYOPASS & WYGEO FALL CONFERENCE
 “FUSING DATA AND PEOPLE”
 GILLETTE COLLEGE TECHNICAL EDUCATION CENTER**

Thursday October 10, 2019 (Afternoon Sessions)

	Presentation Hall	Rocky Point Room	Donkey Creek Room
12:30 PM - 1:45 PM	<p>Don't Run With Scissors, You are Responsible for NG9-1-1 <i>Ekaterina Fitos, GISP</i> DATAMARK—<i>Michael Baker Intl.</i> & <i>Sandra Dyre, DATAMARK</i></p>	<p>Using GIS to Make Informed Development Decisions in Airport Protection Zones* <i>Brian Clarkson</i> T-O Engineers</p>	<p>Ethics in Planning: A Game Show!* <i>Megan Nelms, AICP</i> Campbell County & <i>Angela Parker, AICP</i></p>
1:45 PM - 2:00 PM	<i>Break</i>		
2:00 PM - 3:15 PM	<p>Tracking Ocean Currents in the Elementary Classroom <i>Jose Antonio Sanchez</i> Spanish Ministry of Education Visiting Professor Program</p> <p>The Intersection of GIS and Public Engagement <i>Tara Bettale & Katie Angell, HDR</i></p>	<p>Collaboration Concepts and Methods: Natural Resource Planning* <i>Jalynda Mckay and Teal Wyckoff, WyGIS</i></p> <p>2020 Census Geographic Programs Debrief <i>Duane Hanstein</i> US Census Bureau</p>	<p>North 4th Street Redevelopment Project* <i>Derek Teini, AICP</i> City of Laramie</p>
3:15 PM - 3:30 PM	<i>Break</i>		
3:30 PM - 4:45 PM	<p>Real Time Network (RTN) Development in Wyoming <i>Mark Corbridge, WYDOT</i></p> <p>Real-Time Correction and Post Processing for Cloud-Based Data Collection Applications <i>David Siddle, Frontier Precision</i></p>	<p>Practical Examples and Applications of GIS in Planning* <i>Jason Boucher and Brent Moore, AICP</i> Interstate Engineering</p>	<p>County Resource Management Plans* <i>Shannon Ellsworth</i> Slate Canyon Consulting</p>
5:30 PM - 9:00 PM	<p>Dinner Reception and Awards Ceremony at the Technical Education Center Cocktail hour starting at 5:30 / Dinner at 6:30</p> <p>Plenary Speaker, Campbell County Commissioner Mark A. Christensen “Planning & Zoning in Wyoming: A Policy-Maker’s Perspective on Issues with Increasing Public Pushback: Protecting Private Property Rights & Developing New Models to Encourage Economic Development and Innovation”</p>		

**2019 WYOPASS & WYGEO FALL CONFERENCE
 “FUSING DATA AND PEOPLE”
 GILLETTE COLLEGE TECHNICAL EDUCATION CENTER**

Friday, October 11, 2019

7:30 AM - 8:30 AM	Registration and Continental Breakfast—Technical Education Center	
8:30 AM - 9:00 AM	Rocky Point + Donkey Creek Rooms	
	The Latest on University of Wyoming Geospatial and Planning Curricula <i>Jeff Hamerlinck, WyGISC</i>	
9:00 AM - 10:15 AM	Presentation Hall	Rocky Point + Donkey Creek Rooms
	NSGIC Update and Statewide LiDAR Acquisition Plan <i>Karen Rogers</i> <i>Wyoming Game and Fish</i>	Legislative Update and Subdivision Exemptions* <i>Sid Fox, AICP, Carbon County</i> <i>Jeremiah Rieman, WCCA</i> <i>J. David Fraser, WAM</i> <i>John Deleon, Sweetwater County</i> <i>Eric Bingham, AICP, Sweetwater County</i>
10:15 AM - 10:30AM	Break	
10:30 AM - 11:45 AM	Campbell County GIS 2.0 <i>Tony Knievel, PLS and Corey Nestor</i> <i>Campbell County</i>	From Right-of-Way to Re-Write: How did we get HERE?* <i>Clark Sanders, City of Gillette</i>
	Building High-Performance Government: Steps to Mapping Your Journey* <i>Aaron Post, Cartegraph</i>	Joint Review Agreements and HB14 Update <i>Megan Nelms, AICP, Campbell County and Clark Sanders, City of Gillette</i>
11:45 AM - 12:00 PM	Box Lunches	
12:00 PM - 1:15 PM	Fiber Network in GIS* <i>Lori King and Annie Mayfield</i> <i>City of Gillette</i>	Planning Commissioner/ Board Training* <i>Clara Chaffin and Derek Teini</i>
	Power Outage Event Mapping Using ArcGIS API for Python <i>Michael Krueger, GISP, HDR</i>	
1:15 PM - 2:00 PM	Closing Remarks <i>Sid Fox, WYOPASS President & Karen Rogers, WyGEO President</i>	

*CM Credits Pending. It is the intent that all sessions will be approved for 1.25 credits and as applicable, law and ethics.



Angela Williams <angelaw@gillettewy.gov>

Fwd: Gillette, WY: 2019 Summer Parks Photo Contest Winners Announced

1 message

Geno Palazzari <GenoP@gillettewy.gov>
To: Angela Williams <angelaw@gillettewy.gov>

Wed, Oct 2, 2019 at 1:53 PM

For GI

Geno Palazzari
Communications Manager
City of Gillette
(O) 307-686-5393
(C) 307-696-9088
(F) 307-686-1593
[facebook.com/CityofGillette](https://www.facebook.com/CityofGillette)
[@CityofGillette](https://www.instagram.com/cityofgillette)
Instagram: [cityofgillette](https://www.instagram.com/cityofgillette)

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

From: **Gillette, WY** <onlineservices@gillettewy.gov>
Date: Wed, Oct 2, 2019 at 12:07 PM
Subject: Gillette, WY: 2019 Summer Parks Photo Contest Winners Announced
To: <genop@gillettewy.gov>

2019 Summer Parks Photo Contest Winners Announced

The City of Gillette Parks and Beautification Board is pleased to announce the winners of the 2019 Summer Parks Photo Contest.

Post Date: 10/02/2019 12:00 PM

The City of Gillette Parks and Beautification Board is pleased to announce the winners of the 2019 Summer Parks Photo Contest.

1st Place General Judges' Choice - Josue Laboy.



2nd Place General Judges' Choice - Jennifer Rossiter



1st Place Nature & Wildlife Judges' Choice - Penny Russel



2nd Place Nature & Wildlife Judges' Choice - Penny Russel



1st Place General People's Choice - Josue Laboy



2nd Place General People's Choice - Callie Andrew



1st Place Nature & Wildlife People's Choice - Josh Wright



2nd Place Nature & Wildlife People's Choice - Penny Russel



The Parks and Beautification Board 2019 Summer Parks Photo Contest was conducted from June 1st, 2019 through September 1st, 2019. Photographers could submit up to 10 photos to the competition. The competition had two categories: General and Nature & Wildlife. 1st place winners received \$75 in Gold Bucks. 2nd Place Winners received \$50 in Gold Bucks in both Judges' Choice and People's Choice.

The City of Gillette would like to thank all of the photographers and judges that participated in the Photo Contest. Be sure to look for all the photos on the City's [website](#), [Facebook page](#), [Twitter account](#), and [Instagram account](#)!

For more information contact [Communications Manager Geno Palazzari](#) at (307) 686-5393.

Having trouble viewing this email? [View on the website instead.](#)

Enter the Fall Parks Photo Contest

You could win \$75 in Gold Bucks

Send in your best photos taken on the grounds of a park in the City of Gillette between October 1st, 2019 and November 30th, 2019 and you could win \$75 in Gold Bucks.

Post Date: 10/01/2019 9:00 AM

We are having a Fall Parks Photo Contest

Send in your best photos taken on the grounds of a park in the City of Gillette between October 1st, 2019 and November 30th, 2019 and you could win \$75 in Gold Bucks.

Photo Contest Rules

1. Rules

1. Entries must be submitted by the original photographer. Your submission of the photo is your guarantee that you are the author and copyright holder of the photo.
2. Residents and non-residents are encouraged to submit photos.
3. All photos must be taken on the grounds of a park in the City of Gillette between October 1st, 2019 & November 30th, 2019. All photos must depict parks within the City of Gillette.
4. All photos must be submitted to the city by December 6th, 2019.
5. Each photographer may submit up to ten photographs to the competition. Each photo submitted must be included on the [entry form](#).
6. Photographs submitted with a watermark will not be considered.
7. Photos should accurately reflect the subject matter and scene as it appeared. Photos should not be digitally altered beyond standard optimization (removal of dust, cropping, reasonable adjustments to exposure, color and contrast, etc.)
8. Anyone 17 years of age or younger must have parent or guardian sign the [entry form](#).
9. Any photos that include images of people must be accompanied by written waiver by those that are included in the photo.
10. The City is not responsible for lost entries.
11. The undersigned photographer shall defend, indemnify and hold harmless, the City of Gillette from and against any action, suit, claim, damages, liability, costs and expenses (including reasonable

attorneys' fees) arising out of or related to the use of the photo(s) by the City of Gillette.

12. Submission of photographs, as part of the contest, includes a license to the City to make unlimited and exclusive use of the photograph for the purposes set forth in the Contest Entry Form. The original photographer shall retain all authorship and copyright ownership in the photographs, and may continue to use the photographs, images, and any copies thereof, solely for personal use.

13. At the City of Gillette's discretion, credit for the photograph may be included in publications.

14. Photo Criteria

1. At the discretion of the photographer.
2. Photos that are of low resolution or quality may not be considered when selecting winners.
3. All entries should be submitted attached to the [entry form](#) found on the City website.

2. Categories

1. General
2. Nature & Wildlife

3. Selection Process

1. A panel of judges consisting of:
 1. Mayor of Gillette
 2. One person from the Gillette City Council
 3. Two members from the Parks and Beautification Board
 4. As available: one or two current or former Art Educators
 5. One person from the Mayor's Art Council
 6. Judges will be included as available
2. People's Choice
 1. Online voting on Facebook from public to determine winner in each category
3. City of Gillette Communications Manager will administer the photo contest and will present all photos to the panel of judges without any identification that may suggest the name or identity of the person who took the photo.

4. Awards/Prizes/Places

1. In each category winners will receive:
 1. 1st: \$75 Gold Certificates
 2. 2nd: \$50 Gold Certificates
2. Those who may be unable to use Gold Certificates (ex. visitors to Gillette, WY) may request a gift debit card equivalent be awarded instead.

**FALL
2019**

BOARD TRAINING

SESSION DATES

Tuesday, October 29th 11:30 AM – 1:30 PM
Wednesday, October 30th 5:30 PM – 7:30 PM

Please select one of the two sessions to attend.
A meal will be served at each session.

LOCATION

George Amos Memorial Building
Cottonwood Room
412 S. Gillette Avenue

PRESENTERS

Carol Seeger – Commissioners Administrative Director
Ivy McGowan-Castleberry – Public Information Coordinator

WHO SHOULD ATTEND?

Appointed Governmental Board Members
Non-Profit Board Members
Organizational Directors

REGISTRATION

To register, please contact:

Sandra Beeman

Office of Commissioners
(307) 682-7283
sdb01@ccgov.net



or

Angela Williams

City of Gillette
Administration
(307) 686-5203
angelaw@gillettewy.gov



HOSTED BY CAMPBELL COUNTY



PROCLAMATION

WHEREAS October is Domestic Violence Awareness Month;

WHEREAS domestic violence and sexual violence are interrelated forms of violence that share common risk factors according to the National Center for Injury Prevention and Control;

WHEREAS domestic violence, also known as intimate partner violence is a serious crime that affects people of all races, ages, gender, and income levels. On average 24 people per minute are victims of sexual assault, physical violence, or stalking by an intimate partner in the United States. Domestic violence does not discriminate, over the course of one year that equals more than 12 million men and women;

WHEREAS strangulation is, alarmingly, quite common in domestic violence. The Journal of Emergency Medicine indicates that 23% to 68% of female domestic violence victims experienced at least one strangulation-related incident from their abusive male partner during their lifetime;

WHEREAS domestic violence costs our nation billions of dollars annually in medical expenses, law enforcement, court costs, shelter, foster care, sick leave, and no-productivity;

WHEREAS children exposed to domestic violence are believed to be abused and neglected at a rate higher than the national average. According to the Department of Justice, nine out of ten children who are exposed to domestic violence in their lifetime are eyewitnesses to the event;

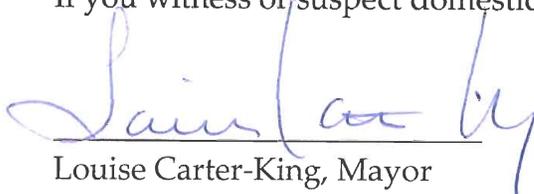
WHEREAS in a national survey by the Department of Justice, children exposed to violence may suffer from difficulties with attachment, regressive behavior, anxiety, depression, aggression, and conduct problems. They may also be more prone to dating violence, delinquency, further victimization, and involvement with the juvenile justice system;

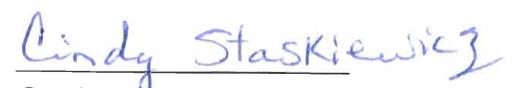
WHEREAS only a coordinated community effort to educate all people and support victims and survivors will help bring awareness and prevent domestic violence. Prevention efforts should start by promoting and modeling healthy and respectful relationships and creating emotionally supportive home environments;

THEREFORE We, the Gillette City Council, do hereby proclaim *October as*

“DOMESTIC VIOLENCE AWARENESS MONTH”

in Campbell County and urge all our citizens to work together, in taking a stand against domestic violence. When we prevent domestic violence, we promote safety within our families and community. If you witness or suspect domestic violence please contact our local law enforcement.


Louise Carter-King, Mayor


Cindy Staskiewicz, City Clerk
(Attest)



CITY OF GILLETTE

Development Services
Building Inspection Division
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5260
www.gillettewy.gov

MEMORANDUM

TO: Board of Examiners – Chad Renken, Chairman; Dean Thompson, Vice-Chairman; Weston Scott, Dale Phipps, Scott Heibult, Todd Newlin, Chris Weight, Bill Currie, and Chris Mittleider.

CC: Administration
Patrick Davidson, City Administrator
Anthony Reyes, City Attorney
Ry Muzzarelli, Development Services Director
Jim Brown, Deputy Building Official
Kim King, Administrative Assistant

FROM: Ken Rogers, Chief Building Official

SUBJECT: Board of Examiners Regular Meeting – October 8, 2019

DATE: October 3, 2019

The Regular Meeting is scheduled for 12:30 p.m. on Tuesday, October 8, 2019 at City Hall, in the Community Conference Room, 2nd Floor. Lunch will be served at 12:00 p.m.

Enclosed please find the Meeting Agenda and Packet.

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

Thank you.

<h1 style="font-size: 2em; font-weight: bold; transform: rotate(-15deg);">Agenda</h1>	<p style="text-align: center;">BOARD OF EXAMINERS REGULAR MEETING</p> <p style="text-align: center;">October 8, 2019 12:00 p.m. to 2:00 p.m. City of Gillette – City Hall 2nd Floor Community Conference Room</p>
<p>Call to Order</p>	<p>Chad Renken, Chairman</p>
<p>Approval of Minutes</p>	<p>Regular Meeting of September 10, 2019</p>
<p>Unfinished Business</p>	
<p>New Business</p>	<p>Board Member Training – Fall Session</p> <ul style="list-style-type: none"> • October 29, 2019 from 11:30 a.m. – 1:30 p.m. • October 30, 2019 from 5:30 p.m. – 7:30 p.m.
<p>Approval of Contractor License Applications</p>	<p>Individual Trade License Applications</p> <p>Contractor License Applications (Class A, B, C, D, F and R)</p>
<p>Announcements</p>	<p>The next Regular Meeting will be on Tuesday, November 12, 2019.</p>
<p>Adjournment</p>	

BOARD OF EXAMINERS
MEETING MINUTES

Regular

September 10, 2019

12:30 p.m.

Board Members present: Chairman Chad Renken, Weston Scott, Dale Phipps, Scott Heibult, Bill Currie, and Chris Mittleider.

Board Members absent: Vice Chairman Dean Thompson, Todd Newlin, and Chris Weight.

Staff Members present: Ken Rogers, Chief Building Official; Jim Brown, Deputy Building Official; and Kim King, Administrative Assistant.

Staff Members absent: Ry Muzzarelli, Development Services Director.

Chad Renken, Chairman, called the meeting to order.

Approval of Minutes

Chairman Renken called for approval of the August 13, 2019, Regular Meeting Minutes. It was moved by Scott Heibult, seconded by Weston Scott to approve said Minutes. Roll was called on the motion with the following results. Board Members voting aye: Scott, Phipps Heibult, Currie, Mittleider, and Chairman Renken. Motion carried.

Unfinished Business

There was none.

New Business

There was none.

Individual Trade License Applications

The Board reviewed the following Individual Trade License Applications:

BALDWIN, CHRIS of PIEDMONT, SD • MASTER ELECTRICIAN, BALDWIN ELECTRIC Lic# 3715
BONEFIELD, MICHAEL of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, R & G ELECTRIC INC Lic# 2163
BURGESS, HANK of GILLETTE, WY • MASTER ELECTRICIAN, BIGHORN MOUNTAIN ELECTRIC LLC Lic# 3697
DEGEN, ROBERT of GILLETTE, WY • MASTER GAS PIPEFITTER, BOB DEGEN PLUMBING Lic# 2207
DEGEN, ROBERT of GILLETTE, WY • MASTER PLUMBER, BOB DEGEN PLUMBING Lic# 2208
GRECO, FRANK of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, RENKEN PLUMBING LLC Lic# 2312
GRECO, FRANK of GILLETTE, WY • JOURNEYMAN HVAC TECH, RENKEN PLUMBING LLC Lic# 2313
JOHNSON, RICHARD of CASPER, WY • MASTER HVAC TECH, LONG BUILDING TECHNOLOGIES INC Lic# 2347
LAWYER, MIKE of PLAINFIELD, IL • MASTER PLUMBER, DRF TRUSTED PROPERTY SOLUTIONS PAC MTN I Lic# 3244

MASSIE, COLLIN of GILLETTE, WY • APPRENTICE HVAC TECH, COMFORT SYSTEMS HEATING & AC Lic# 3262
 MENDENHALL, HUNTER of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, RMS INSTRUMENT & ELECTRIC LLC Lic# 2584
 MILLER, LEONARD of GILLETTE, WY • MASTER GAS PIPEFITTER, MILLER MECHANICAL LLC Lic# 1613
 MILLER, LEONARD of GILLETTE, WY • MASTER PLUMBER, MILLER MECHANICAL LLC Lic# 1614
 MORRISON, DONALD of GILLETTE, WY • MASTER ELECTRICIAN, NEON MAGIC OF WY LLC Lic# 1651
 PAQUETTE, MICHAEL of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, CAMPBELL COUNTY SCHOOL DIST Lic# 3705
 PAQUETTE, MICHAEL of GILLETTE, WY • APPRENTICE PLUMBER, CAMPBELL COUNTY SCHOOL DISTRICT Lic# 3706
 PFLEGER, MARK of RAPID CITY, SD • MASTER ELECTRICIAN, TEMPERATURE TECHNOLOGY INC Lic# 2389
 RASMUSSEN, SETH of WRIGHT, WY • JOURNEYMAN ELECTRICIAN, RASMUSSEN ELECTRIC INC Lic# 3478
 ROHDE, CHRIS of GILLETTE, WY • MASTER ELECTRICIAN, RMS INSTRUMENT & ELECTRIC LLC Lic# 1810
 SHAW, ZACK of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, AMPED ELECTRIC LLC Lic# 2993
 SHIELDS, CORBY of GILLETTE, WY • MASTER HVAC TECH, TESSIER'S INC Lic# 1847
 SHIELDS, CORBY of GILLETTE, WY • MASTER GAS PIPEFITTER, TESSIER'S INC Lic# 1848
 SHIELDS, CORBY of GILLETTE, WY • MASTER PLUMBER, TESSIER'S INC Lic# 1849
 SIMIANER, WILLIAM of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3482
 SIMIANER, WILLIAM of GILLETTE, WY • JOURNEYMAN PLUMBER, POWDER RIVER HEATING & A/C Lic# 3483
 SISNEROS, ALEX of GILLETTE, WY • APPRENTICE HVAC TECH, POWDER RIVER HEATING & A/CONDITIONING Lic# 2562
 VESSA, GERALD of GILLETTE, WY • MASTER ELECTRICIAN, NORTHERN ELECTRIC SERVICE LLC Lic# 1675
 WOOD, STEVEN of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, LONG'S PLUMBING & HEATING INC Lic# 3476
 WOOD, STEVEN of GILLETTE, WY • APPRENTICE PLUMBER, LONG'S PLUMBING & HEATING INC Lic# 3477

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

Contractor License Applications

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

4K DIRT MOVERS LLC of GILLETTE, WY • FRANK KINNEY, EXCAVATION & GRADING
 A CLIMB ABOVE LLC of GILLETTE, WY • DANIEL BRYCE, LANDSCAPING & FENCING
 A J SHIRK ROOFING COMPANY LLC of LOVELAND, CO • ANTHONY OSTBLOM, GENERAL ROOFING
 A-LINE SEAMLESS GUTTERS LLC of SHERIDAN, WY • STEPHEN LEONARD, WIND SIDING GUTTER GARAGE DOOR
 A-LINE SEAMLESS GUTTERS LLC of SHERIDAN, WY • STEPHEN LEONARD, SHINGLE ROOFING
 ABC SEAMLESS OF BILLINGS of BILLINGS, MT • LARRY GRAYSON, WIND SIDING GUTTER GARAGE DOOR
 ABC SEAMLESS OF BILLINGS of BILLINGS, MT • LARRY GRAYSON, GENERAL ROOFING
 ACCENT MASONRY of GILLETTE, WY • SCOTT BENNETT, NONSTRUCTURAL CONCRETE
 AFFORDABLE EXTERIORS INC of RAPID CITY, SD • BRANDON GEORGE, SHINGLE ROOFING
 AFFORDABLE EXTERIORS INC of RAPID CITY, SD • BRANDON GEORGE, WIND SIDING GUTTER GARAGE DOOR
 ATC CONTRACTING of THORNTON, CO • FRANK GATTO, GENERAL ROOFING
 BALDWIN ELECTRIC of PIEDMONT, SD • CHRIS BALDWIN, ELECTRICAL
 BARTLETT HOMES AND ROOFING LLC of BOISE, ID • DON ULMER, GENERAL ROOFING
 BEATRIZ G FERRALES FRAMING of GILLETTE, WY • BEATRIZ FERRALES, WIND SIDING GUTTER GARAGE DOOR
 BIG HORN ROOFING INC of LARAMIE, WY • JASON SMALLWOOD, GENERAL ROOFING
 BLUE BULL/MAZ'S HOUSE MOVERS of LANDER, WY • VIC MAZURIE, MANUFACTURED HOME INSTALLATION
 BOB DEGEN PLUMBING of GILLETTE, WY • BOB DEGEN, PLUMBING
 BOB DEGEN PLUMBING of GILLETTE, WY • BOB DEGEN, GAS PIPEFITTER
 C'S EXTERIOR DESIGNS of BILLINGS, MT • PHILIP HUGHES, SHINGLE ROOFING
 C'S EXTERIOR DESIGNS of BILLINGS, MT • PHILIP HUGHES, WIND SIDING GUTTER GARAGE DOOR
 CAT CONSTRUCTION INC of BLACK HAWK, SD • CODY THOMSON, GENERAL ROOFING
 CHALK BUTTES LANDSCAPING INC of DOUGLAS, WY • BRET FRYE, LANDSCAPING & FENCING
 COMMERCIAL CONTRACTORS INC of GRAND HAVEN, MI • KENNETH R SHARKEY, GENERAL CONTRACTOR
 CONVERGINT TECHNOLOGIES LLC of SCHAUMBURG, IL • PETE EIRIKSON, MISCELLANEOUS
 CREATIVE HOME IMPROVEMENTS of GILLETTE, WY • ROBERT WELCH, TRIM CARPENTRY PAINT FLOORING
 DESIGN CONSTRUCTION LLC of GILLETTE, WY • EDD COLLINS, GENERAL CONTRACTOR

DREAM BUILDERS LLC of MOORCROFT, WY • BRIAN BLACK, BUILDING CONTRACTOR
DRF TRUSTED PROPERTY SOLUTIONS PAC MTN I of PLAINFIELD, IL • MIKE LAWYER, PLUMBING
EASTERN WYOMING MECHANICAL PLUMBING HEAT of GILLETTE, WY • LORRAN MINICK, MECHANICAL
EASTERN WYOMING MECHANICAL PLUMBING HEAT of GILLETTE, WY • LORRAN MINICK, GAS PIPEFITTER
EHREDT FLOORING of GILLETTE, WY • TRISTAN EHREDT, TRIM CARPENTRY PAINT FLOORING
ENERGY CAPITAL FLOORING AND PAINTING LLC of GILLETTE, WY • RUDOLPH BENNETT, TRIM CARPENTRY PAINT FLOORING
ENVISION CUSTOM CURBING of GILLETTE, WY • KENNETH KILIAN, LANDSCAPING & FENCING
EXPRESS REMEDIATION & RECONSTRUCTION LLC of DOWNEY, CA • RONALD MILES, GENERAL CONTRACTOR
G.C.S. GILLETTE COMMERCIAL SWEEPING of GILLETTE, WY • DALE HELSPER, LANDSCAPING & FENCING
GABRIEL EHREDT of GILLETTE, WY • GABRIEL EHREDT, TRIM CARPENTRY PAINT FLOORING
GARNEY COMPANIES INC of KANSAS CITY, MO • KEITH LEMASTER, NONSTRUCTURAL CONCRETE
GARNEY COMPANIES INC of KANSAS CITY, MO • KEITH LEMASTER, WATER & SEWER PIPELAYER
GARNEY COMPANIES INC of KANSAS CITY, MO • KEITH LEMASTER, EXCAVATION & GRADING
GEER INVESTMENTS LLC of GILLETTE, WY • BLAINE GEER, MISCELLANEOUS
GILLETTE CONSTRUCTION COMPANY LLC of GILLETTE, WY • CHRIS PARKS, LANDSCAPING & FENCING
GLENN CONSTRUCTION LLC of MOORCROFT, WY • BEN GLENN, GENERAL CONTRACTOR
HANDY WORK & HOME INSPECTION of GILLETTE, WY • WESLEY BRINDA, RESIDENTIAL CONTRACTOR
HIGH GLASS WINDOW CLEANERS INC of GILLETTE, WY • KATHLEEN BANG, MISCELLANEOUS
HOMESTEAD STRUCTURES LLC of GILLETTE, WY • ETHAN YOUNG, BUILDING CONTRACTOR
JAY'S CONCRETE CONSTRUCTION of GILLETTE, WY • JAY SUCHOR, STRUCTURAL CONCRETE
JDS ELECTRIC LLC of GILLETTE, WY • JUSTIN STRUB, SIGNAGE
JENSEN CONSTRUCTION INC of BELLE FOURCHE, SD • JANET JENSEN, LANDSCAPING & FENCING
JUDSON ENTERPRISES INC - K DESIGNERS of BILLINGS, MT • JOHN FRENCH, RESIDENTIAL CONTRACTOR
KUNTZ ROOFING & REPAIR of GILLETTE, WY • DAMIAN KUNTZ, GENERAL ROOFING
L & M SERVICES LLC of GILLETTE, WY • KENT PORTER, WIND SIDING GUTTER GARAGE DOOR
LONG BUILDING TECHNOLOGIES INC of CASPER, WY • RICHARD JOHNSON, MECHANICAL
MBA ENERGY & INDUSTRIAL LLC of MAGNOLIA, TX • CORY MARTIN, GENERAL CONTRACTOR
MIDWEST PEST MANAGEMENT of GILLETTE, WY • ANDREW BEUG, LANDSCAPING & FENCING
MILLER LANDSCAPING of GILLETTE, WY • DANIEL MILLER, LANDSCAPING & FENCING
MILLER MECHANICAL LLC of GILLETTE, WY • LEONARD MILLER, GAS PIPEFITTER
MILLER MECHANICAL LLC of GILLETTE, WY • LEONARD MILLER, PLUMBING
MODERN ELECTRIC COMPANY of CASPER, WY • RICHARD VIGNAROLI, ELECTRICAL
NEON MAGIC OF WY LLC of GILLETTE, WY • DON MORRISON, ELECTRICAL
NERY SOSA PAINTING of GILLETTE, WY • NERY SOSA, TRIM CARPENTRY PAINT FLOORING
NORTHERN ELECTRIC SERVICE LLC of GILLETTE, WY • GERALD VESSA, ELECTRICAL
O'LEARY HOME REPAIR/HOME SYSTEMS of GILLETTE, WY • WILLIAM LEARY, LANDSCAPING & FENCING
PERFORMANCE SURFACES LLC of OKLAHOMA CITY, OK • JOHN CONNERS, TRIM CARPENTRY PAINT FLOORING
RESTOREMASTERS CONTRACTING LLC of ARDMORE, OK • DAVID IRVIN, GENERAL ROOFING
RMS INSTRUMENT & ELECTRIC LLC of GILLETTE, WY • CHRIS ROHDE, ELECTRICAL
ROCKY MOUNTAIN WINDOW DISTRIBUTORS of CASPER, WY • ANDREW STELLPFLUG, WIND SIDING GUTTER GARAGE DOOR
ROGER SCHULTZ of UPTON, WY • ROGER SCHULTZ, STRUCTURAL CONCRETE
ROYAL LANDSCAPING LLC of GILLETTE, WY • WESTON STRAIGHT, LANDSCAPING & FENCING
SPECIALTY CONCRETE INC of GILLETTE, WY • KYLE BARBULA, STRUCTURAL CONCRETE
STELLAR RESTORATION SERVICES LLC of HOUSTON, TX • CHRIS COOK, GENERAL ROOFING
SUCHOR CONCRETE CONSTRUCTION INC of GILLETTE, WY • WILLIAM SUCHOR, NONSTRUCTURAL CONCRETE
TEMPERATURE TECHNOLOGY INC of RAPID CITY, SD • MARK PFLEGER, ELECTRICAL
TOTAL LAWN CARE LLC of GILLETTE, WY • TOM MURPHY, LANDSCAPING & FENCING
TRIPLE CREEK LLC of GILLETTE, WY • GRADY WILLIAMSON, NONSTRUCTURAL CONCRETE
UNIQUELY TOUCHED PAINTING & HOME RESTYLE of GILLETTE, WY • WENDI ELOWSKY, TRIM CARPENTRY PAINT FLOORING
UNIQUELY TOUCHED PAINTING & HOME RESTYLE of GILLETTE, WY • WENDI ELOWSKY, WIND SIDING GUTTER GARAGE DOOR
VERSATILE CARPETS of SPEARFISH, SD • TIM VERHULST, TRIM CARPENTRY PAINT FLOORING
WILLIAM WOODS PAINTING of HEBER CITY, UT • WILLIAM WOODS, TRIM CARPENTRY PAINT FLOORING
WYO ARBORSCAPES of GILLETTE, WY • WENDY CLEMENTS, LANDSCAPING & FENCING
WYOMING SIGNS LLC of MILLS, WY • ENOCH HART, SIGNAGE
YELLOWJACKET of GILLETTE, WY • EDI MENDOZA, LANDSCAPING & FENCING
YELLOWJACKET of GILLETTE, WY • EDI MENDOZA, NONSTRUCTURAL CONCRETE
YELLOWJACKET of GILLETTE, WY • EDI MENDOZA, TRIM CARPENTRY PAINT FLOORING

It was moved by Dale Phipps, seconded by Bill Currie, to approve the above Contractor License Applications. Roll was called on the motion with the following results. Board Members voting aye: Heibult, Currie, Mittleider, Scott, Phipps, and Chairman Renken. Motion carried.

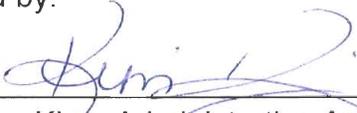
Announcements

The next regularly scheduled meeting will be Tuesday, October 8, 2019.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:33 p.m.

Prepared by:



Kim King, Administrative Assistant
Building Inspection Division

**FALL
2019**

BOARD TRAINING



SESSION DATES

Tuesday, October 29th 11:30 AM – 1:30 PM

Wednesday, October 30th 5:30 PM – 7:30 PM

Please select one of the two sessions to attend.
A meal will be served at each session.

LOCATION

George Amos Memorial Building
Cottonwood Room
412 S. Gillette Avenue

PRESENTERS

Carol Seeger – Commissioners Administrative Director
Ivy McGowan-Castleberry – Public Information Coordinator

WHO SHOULD ATTEND?

Appointed Governmental Board Members
Non-Profit Board Members
Organizational Directors

REGISTRATION

To register, please contact:

Sandra Beeman

Office of Commissioners
(307) 682-7283
sdb01@ccgov.net



or

Angela Williams

City of Gillette
Administration
(307) 686-5203
angelaw@gillettewy.gov



HOSTED BY CAMPBELL COUNTY

**FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS
OCTOBER 8, 2019**

1	BONDI, WESLEY of SHERIDAN, WY • JOURNEYMAN ELECTRICIAN, ELECTRIC SOLUTIONS LLC Lic# 3741 **
2	BREDTHAUER, ALEXANDER of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, BULLDOG INC Lic# 3269
3	BREDTHAUER, CHARLES E of GILLETTE, WY • MASTER ELECTRICIAN, BULLDOG INC Lic# 2171
4	ELIAS, PAUL of BELLE FOURCHE, SD • MASTER ELECTRICIAN, HAUCK ELECTRIC & CONTROLS INC Lic# 2654
5	ERRAMOUSPE, JACQUES of SHERIDAN, WY • JOURNEYMAN ELECTRICIAN, WYOMING ELECTRIC INC Lic# 3492
6	FISCHER, IRA of SHERIDAN, WY • JOURNEYMAN ELECTRICIAN, WYOMING ELECTRIC INC Lic# 3493
7	HUNTER, ZAKARY of WRIGHT, WY • MASTER ELECTRICIAN, HUNTER ELECTRIC LLC Lic# 3730 **
8	JOHNSON, DERIC of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3724 **
9	JOHNSON, DERIC of GILLETTE, WY • APPRENTICE PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3725 **
10	MACK, RICHARD of SHERIDAN, WY • MASTER ELECTRICIAN, PREMIER ELECTRIC INC Lic# 3487
11	MEANS, ERIK of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2378
12	MERTZ, JARED of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, ALL ELECTRIC LLC Lic# 3045
13	MORENO, DOMINICK of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3727 **
14	MORENO, DOMINICK of GILLETTE, WY • APPRENTICE PLUMBER, POWDER RIVER HEATING & A/C Lic# 3728 **
15	OCHSNER-KLUZ, BLAKE of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, BIGHORN MOUNTAIN ELECTRIC LLC Lic# 3722 **
16	SCHIPPOREIT, TATE of GILLETTE, WY • MASTER ELECTRICIAN, ELECTRICAL SPECIALISTS Lic# 1828
17	SMEBAKKEN, JIM of GILLETTE, WY • MASTER ELECTRICIAN, J & T OILFIELD ELECTRIC LLC Lic# 2735
18	SMITH, CHARLES of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, PROELECTRIC INC Lic# 1879
19	SORENSEN, KEVIN of SHERIDAN, WY • MASTER ELECTRICIAN, JACKSON ELECTRIC INC Lic# 1891
20	WARD, JEFFREY of PIEDMONT, SD • MASTER ELECTRICIAN, BALDWIN ELECTRIC Lic# 3720 **
21	WILLETT, DAVID of SHERIDAN, WY • MASTER ELECTRICIAN, ELECTRIC SOLUTIONS LLC Lic# 2531 **
22	WINTERHOLLER, MICHAEL of GILLETTE, WY • MASTER GAS PIPEFITTER, LONG'S PLUMBING & HEATING INC Lic# 2041
23	WINTERHOLLER, MICHAEL of GILLETTE, WY • MASTER PLUMBER, LONG'S PLUMBING & HEATING INC Lic# 2042
24	ZAVALA, JOSE of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3494
25	ZAVALA, JOSE of GILLETTE, WY • APPRENTICE HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3495
	**Indicates new licensee

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

OCTOBER 8, 2019

1	ACCENT LANDSCAPES INC of GILLETTE, WY • RICK STASKIEWICZ, LANDSCAPING & FENCING
2	ADVANCED BUILDERS INC of SPEARFISH, SD • ANDRE AGER, GENERAL CONTRACTOR
3	BROOK'S SIDING & CONSTRUCTION of GILLETTE, WY • BROOK BAHNSON, WIND SIDING GUTTER GARAGE DOOR
4	BULLDOG INC of GILLETTE, WY • CHARLES BREDTHAUER, GENERAL CONTRACTOR
5	BULLDOG INC of GILLETTE, WY • CHARLES BREDTHAUER, WATER & SEWER PIPELAYER
6	BULLDOG INC of GILLETTE, WY • CHARLES BREDTHAUER, ELECTRICAL
7	BYRD'S HANDYMAN SERVICES LLC of GILLETTE, WY • LANCE BYRD, TRIM CARPENTRY PAINT FLOORING
8	BYRD'S HANDYMAN SERVICES LLC of GILLETTE, WY • LANCE BYRD, LANDSCAPING & FENCING
9	BYRD'S HANDYMAN SERVICES LLC of GILLETTE, WY • LANCE BYRD, WIND SIDING GUTTER GARAGE DOOR
10	C & J CONTRACTING LLC of GILLETTE, WY • CORY ALBRECHT, LANDSCAPING & FENCING
11	C & J CONTRACTING LLC of GILLETTE, WY • CORY ALBRECHT, TRIM CARPENTRY PAINT FLOORING
12	C & J CONTRACTING LLC of GILLETTE, WY • CORY ALBRECHT, WIND SIDING GUTTER GARAGE DOOR
13	C'S EXTERIOR DESIGNS of BILLINGS, MT • CLAY SCHREDER, TRIM CARPENTRY PAINT FLOORING
14	C-ME CONSTRUCTION of ROZET, WY • CHUCK BENSON, TRIM CARPENTRY PAINT FLOORING
15	C-ME CONSTRUCTION of ROZET, WY • CHUCK BENSON, MASONRY (VNR) **
16	C-ME CONSTRUCTION of ROZET, WY • CHUCK BENSON, WIND SIDING GUTTER GARAGE DOOR **
17	CENTENNIAL HOMES OF RAPID CITY of ABERDEEN, SD • CHAD EVANS, MANUFACTURED HOME INSTALLATION
18	CENTURY GLASS CO of RAPID CITY, SD • JAKE SCHAD, WIND SIDING GUTTER GARAGE DOOR
19	COLLINS COMPANIES of RAPID CITY, SD • GENE WITTKOWSKA, WIND SIDING GUTTER GARAGE DOOR
20	CROSSWINDS CONSTRUCTION LLC of GILLETTE, WY • KEENAN FITZGERALD, RESIDENTIAL CONTRACTOR
21	D & K CONSTRUCTION LLC of GILLETTE, WY • YONG TAEK KANG, WIND SIDING GUTTER GARAGE DOOR **
22	E & S CONSTRUCTION LLC of GILLETTE, WY • TRACY SHAW, EXCAVATION & GRADING
23	E & S CONSTRUCTION LLC of GILLETTE, WY • TRACY SHAW, NONSTRUCTURAL CONCRETE
24	ELECTRIC SOLUTIONS LLC of SHERIDAN, WY • DAVID WILLETT, ELECTRICAL **
25	EXCEL ROOFING INC of ENGLEWOOD, CO • JAMES BRETZ, GENERAL ROOFING **
26	FLATWORK ETC of GILLETTE, WY • CARSON REDD, NONSTRUCTURAL CONCRETE **
27	G P SPECIALTIES INC of GILLETTE, WY • MICHAEL STEDMAN, BUILDING CONTRACTOR

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

OCTOBER 8, 2019

28	GEOTECH FOUNDATION CO-WEST of HILLSBORO, OR • JOHN MARTIN, MISCELLANEOUS
29	HARRIS CONSTRUCTION of GILLETTE, WY • BRIAN HARRIS, GENERAL ROOFING **
30	HAUCK ELECTRIC & CONTROLS INC of BELLE FOURCHE, SD • PAUL ELIAS, ELECTRICAL
31	HUNTER ELECTRIC LLC of WRIGHT, WY • ZAKARY HUNTER, ELECTRICAL **
32	INDEPENDENT INDUSTRIAL SERVICES of GILLETTE, WY • STANLEY DYMOND, MISCELLANEOUS
33	INTEGRITY PAINTING LLC of GILLETTE, WY • KARLA CURTIS, TRIM CARPENTRY PAINT FLOORING
34	J & T OILFIELD ELECTRIC LLC of GILLETTE, WY • JIM SMEBAKKEN, ELECTRICAL
35	JACKSON ELECTRIC INC of SHERIDAN, WY • KEVIN SORENSEN, ELECTRICAL
36	JOE WICKS FLOORING of GILLETTE, WY • JOE WICKS, TRIM CARPENTRY PAINT FLOORING
37	KANSAS ASPHALT INC of BUCYRUS, KS • CANDI ECKERT, NONSTRUCTURAL CONCRETE
38	L & M SERVICES LLC of GILLETTE, WY • KENT PORTER, EXCAVATION & GRADING
39	L & M SERVICES LLC of GILLETTE, WY • KENT PORTER, MANUFACTURED HOME INSTALLATION
40	LEGENDARY SERVICES LLC of GILLETTE, WY • JUSTIN ADAMS, GENERAL ROOFING **
41	LINE FINDERS LLC of GILLETTE, WY • STACI POPE, MISCELLANEOUS
42	LONG'S PLUMBING & HEATING INC of GILLETTE, WY • MIKE WINTERHOLLER, GAS PIPEFITTER
43	LONG'S PLUMBING & HEATING INC of GILLETTE, WY • MIKE WINTERHOLLER, PLUMBING
44	MASTERPIECE BUILDERS LLC of GILLETTE, WY • JAY HOLLENBECK, BUILDING CONTRACTOR
45	MORTON BUILDINGS INC of SUMMERSET, SD • BRUCE SABERS, BUILDING CONTRACTOR
46	NIX SIGN COMPANY LLC of CASPER, WY • CASEY NIX, SIGNAGE
47	NIX SIGN COMPANY LLC of CASPER, WY • CASEY NIX, LIMITED VOLTAGE
48	POWDER RIVER HEATING & AIR CONDITIONING of GILLETTE, WY • JAYE DRAKE, NONSTRUCTURAL CONCRETE
49	PREMIER ELECTRIC INC of SHERIDAN, WY • RICHARD MACK, ELECTRICAL
50	PREMIER ELECTRIC INC of SHERIDAN, WY • RICHARD MACK, MISCELLANEOUS
51	PROELECTRIC INC of GILLETTE, WY • CURTIS JUBY, NONSTRUCTURAL CONCRETE
52	PS SERVICES LLC of GILLETTE, WY • PATRICK SCHWEITZER, EXCAVATION & GRADING
53	PS SERVICES LLC of GILLETTE, WY • PATRICK SCHWEITZER, WATER & SEWER PIPELAYER
54	PURE TECHNOLOGIES U.S. INC of COLUMBIA, MD • DAVID WALL, MISCELLANEOUS

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

OCTOBER 8, 2019

55	RAZOR CITY ROOFING & SIDING of ST CLOUD, FL • TROY KRISLE, WIND SIDING GUTTER GARAGE DOOR
56	RAZOR CITY ROOFING & SIDING of ST CLOUD, FL • TROY KRISLE, SHINGLE ROOFING
57	RIVER CITY ROOFING LLC of PORTLAND, OR • MICHAEL DOLAN, GENERAL CONTRACTOR **
58	ROCKY MOUNTAIN FIRE SYSTEMS of CASPER, WY • MICHAEL FANKHAUSER, LOW VOLTAGE
59	ROCKY MOUNTAIN FIRE SYSTEMS of CASPER, WY • MICHAEL FANKHAUSER, FIRE ALARM SYSTEMS
60	ROOF RESCUE of IDAHO FALLS, ID • MARK FRANKLIN, GENERAL ROOFING **
61	ROOF RESCUE of IDAHO FALLS, ID • MARK FRANKLIN, WIND SIDING GUTTER GARAGE DOOR **
62	SIMON ROOFING AND SHEET METAL CORP of YOUNGSTOWN, OH • CARL PALM, GENERAL ROOFING **
63	SKYLINE BUILDERS INC of MOORCROFT, WY • KIRK NORRIS, GENERAL CONTRACTOR
64	SLETTEN CONSTRUCTION OF WYOMING INC of CODY, WY • JACOB SCHRICKLING, GENERAL CONTRACTOR
65	SUPERIOR SIGNS & SUPPLY LLC of CASPER, WY • FRANK KALASINSKY, SIGNAGE
66	UNITED LYNN-CON CORPORATION of DESOTO, TX • TAYLOR SALADINO, TRIM CARPENTRY PAINT FLOORING **
67	WADMAN CORPORATION of OGDEN, UT • RYAN OBRAY, BUILDING CONTRACTOR **
68	WYOMING ELECTRIC INC of SHERIDAN, WY • DAVID NELSON, ELECTRICAL
69	WYOMING LAWN PRO of GILLETTE, WY • NEIL OUTZEN, LANDSCAPING & FENCING
70	WYOMING SEAMLESS of RANCHESTER, WY • NICOLE ROSICS, WIND SIDING GUTTER GARAGE DOOR
	**Indicates new licensee



Campbell County Public Land Board Meeting

Agenda

DATE: Thursday, October 10th, 2019

TIME: 6:30 PM

AGENDA

1. CALL TO ORDER/ATTENDANCE
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES
 - A. September 12th, 2019 Board meeting (**ATTACHMENT "A"**)
4. CONSENT AGENDA
 - A. Approval of Warrants (**ATTACHMENT "B"**)
5. CITIZEN INPUT
6. CONSTRUCTION REPORT/UPDATE
 - A. CMAR Report
7. BOARD PROCESS
 - A.
8. OPERATIONS REPORT/UPDATE
 - A. Items GM Jeff Esposito and team will discuss:
 - i. General Managers Report (**ATTACHMENT "C"**)
 - a. Events – Janell
 - b. Operations department update – Will
 - c. Finance - ReNae
9. MATTERS FOR NOTING
 - A. CORRESPONDENCE:
 - i. Thank you letter from Paul E. Smith, Pyrotechnics Guild International, Inc.
 - ii. CCPLB letter of support to the Wyoming State Games
 - B. BOARD CALENDAR
 - i. Upcoming Board Meetings
 - d. November 14, 2019 at 6:30 PM (Workshop at 6:00 PM)
 - e. December 12, 2019 at 6:30 PM (Quarterly Meeting with Commissioners 6:00 PM)
 - ii. Other Meetings/Events
 - a. None
10. Adjournment



CCPLB MEETING MINUTES: September 12, 2019

CALL TO ORDER

Campbell County Public Land Board Meeting was held on September 12, 2019, at CAM-PLEX. The meeting began at 6:30 PM and was presided over by Mr. Don Hamm, with Ms. Charlene Camblin as secretary.

ATTENDEES

MEMBERS PRESENT: Don Hamm, Charlene Camblin, Robert Quintana, Skyler Pownall, Heidi Gross, Troy Allee,

MEMBERS ABSENT: Kevin Couch (Called in for partial meeting)

LEGAL COUNSEL: Frank Stevens

STAFF: Jeff Esposito, Brandi Brockmoller, Will Hastreiter, Janell Paris, ReNae Keuck

GUESTS: Bob Maul *County Liaison*, Nathan McLeland *City Liason*, DG Reardon *County Commissioner*, Gregory Hasman *News-Record*, Trevor Larson, *Van Ewing*, Dennis Stillman *Consolidated Engineers, Inc.*

Meeting called to order @ 6:30 pm

1. APPROVAL OF CCPLB AGENDA

The September 12, 2019 agenda was reviewed and revised.

Motion: To approve the agenda as amended, add an executive session to the end of the meeting and move the construction report to the beginning of the meeting. Mr. Couch joined the meeting via telephone.

Moved: Ms. Gross

Second: Ms. Camblin

Vote: Motion passed unanimously.

2. APPROVAL OF MINUTES

To revise August 8, 2019 minutes. Correct misspellings under item 6A (Managers Report) faze to phase and item 5B (Change Meeting Date) choices to chooses.

Motion: To approve August 8, 2019 minutes as revised.

Moved: Mr. Quintana

Second: Ms. Camblin

Vote: Motion passed unanimously.

3. CONSENT AGENDA; APPROVAL OF WARRANT

The Warrants for the September 12, 2019 meeting were reviewed.

- August 2019 Accounts Payable Voucher Numbers 48899-48987 (General Fund/Special Events) in the amount of \$307,244.63.

- August 2019 Manual Purchase Order Numbers 10267-10288 in the amount of \$143,137.13.

- August 2019 Payroll Warrants in the amount of \$127,828.99 for the period of 7/28-8/24/2019.

DISCUSSION: Mr. Pownall requested clarification on the following:

- Reimbursement to Gina Carpenter for advertising. Snapchat Geo-fencing was set up during PGI. The charge was made to Gina's personal card instead of the CAM-PLEX card.

- Payment to Consolidated Engineers for the asphalt project. Mr. Pownall wanted to know how much have we been charged. Mr. Stillman, Consolidated Engineers said they are under budget. Mr. Pownall is still interested in knowing if the County can do street engineering for CAM-PLEX to save overall costs.
- Capital outlays to Mr. Esposito. Mr. Esposito's expenses were presented to Mr. Pownall. The items he requested clarification were hotel rooms for Mr. Esposito and Chairman Hamm to attend the SLIB Board meeting in Cheyenne.
- Miscellaneous expense to Mr. Rourke, he used his motor grader to level ground in front of Morningside Park.

Motion: To approve the September 12, 2019 warrants as presented.

Moved: Mr. Pownall

Second: Ms. Camblin

Vote: Motion passed unanimously.

4. CITIZEN INPUT

DISCUSSION: None

5. CONSTRUCTION REPORT/UPDATE

A. Monthly update from Trevor Larson of Van Ewing Construction:

DISCUSSION: Mr. Trevor Larson of Van Ewing Construction provided an update on the construction. As of today, Van Ewing is on schedule with demolition. Energy Hall sewer line excavation is almost complete. The Heritage Center's concrete removal over the sewer system is also complete. Mr. Larson acknowledges the noise level has been very high, but he appreciates the staff's patience during the noise. On Monday they are moving to the front of the Heritage Center and Energy hall. The material for metal stud framing has come in, and framing will start next week. The Energy Hall underground plumbing will be completed within the month. They will be moving on to Heritage Center restrooms, the furring of the back walls in the theater, then on to the structure for skylight replacement. Nothing has been affecting the timeline and the rainy weather has helped as it kept crews available to work inside. Mr. Larson discussed a few change orders concerning the underground plumbing in the Kitchen. Originally the budget did not address the Energy Hall kitchen area and construction would begin at the end of the kitchen specifically in the bathrooms. As construction has progressed, and as they excavate, they have found the areas needed to tie the bathroom plumbing back to the kitchen area are not in good shape. The lines in the kitchen are crumbling and fittings are the only thing still intact. This same pipe is in bad shape all the way into the Heritage Center. Trever showed photos of the pipe and its extreme damage. Anything they have attempted to attach to, that went out the grease trap, is no longer viable. Mr. Larson informed the board the cost to make adjustments totals \$40,433.83. Knowing those issues Mr. Larson's crew took camera footage through the kitchen plumbing to find that it is all in very poor shape too. That plumbing is all in need of replacement. In order to do so, all the kitchen equipment has to be removed and stored. Portions of the epoxy floor will have to be taken up to reach the pipe. After speaking to Stronghold Solutions, the company that will epoxy the floor, they do not recommend to repair the epoxy but to replace it. Color match will be an issue, but more importantly, the integrity of the floor will not be viable. The cost to remove the portions of the floor, repair plumbing, re-pour concrete, and re-epoxy is \$135,274.44. Mr. Larson recommends the Board wait until they get all the way through the demolition then make decisions. The only price not included is if Arete Designs may have design fees. Commissioner Reardon asked, the items you are showing, will take care of everything that needs to be repaired,

Mr. Larson replied yes. Ms. Camblin asked what the yellow lines indicated on the diagram? Mr. Larson explained it was the sanitary line that does not go through the grease trap. Commissioner Reardon asked if the grease trap is in good shape, Mr. Larson said he did not know. Commissioner Rearden then asked, how big is the grease trap, Mr. Larson said approximately 6 ft by 10 ft. Mr. Quintana asked if he needs the decision on just the bottom pink part showing, Mr. Larson said yes. Mr. Quintana asked if they had time to make a decision on the second change order and if it would be best to approve it now and go forward with the repairs. Mr. Esposito advised the board to take the recommendation of the CMAR. Commissioner Maul asked if the monies left from the loan will pay for the suggested repairs, Mr. Larson said yes, they are not part of the contingency as it is added scope. Commissioner Reardon asked if the highlighted portions will be the full scope of the repairs needed, Mr. Larson verified yes.

DISCUSSION: Chairman Hamm asked the board if they should wait on the second action until the CMAR gets fully into the project and will advise later. These monies would come out of the loan. There are no design fees on the first change order.

Motion: Ms. Camblin moves to approve the first change order of repairs totaling \$40,433.83

Second: Ms. Gross

Vote: Motion passed unanimously

6. BOARD PROCESS

A. Vice-Chair Election

DISCUSSION: Chairman Hamm requested a Vice-Chairman nomination. Mr. Pownall nominated Mr. Allee.

Motion: Chairman Hamm asked for a motion to cast a unanimous ballot.

Moved: Ms. Camblin

Second: Ms. Gross

Vote: Motion passed unanimously voting Mr. Allee as Vice-Chairman

B. Attendance policy

DISCUSSION: Without objection, Chairman Hamm asked the governance committee to create a policy pertaining to board member attendance and add it to the bi-laws. Chairman Hamm appointed Ms. Gross to the governance committee filling the vacant seat after Mr. Hamm was moved to Chairman.

7. OPERATIONS REPORT/UPDATE

A. General Managers Report:

- Mr. Esposito spoke to thank the groups like County and City Emergency Management, Police, Sheriff, and Fire Department, Airport, and Road and Bridge for their help in making the Pyrotechnics Guild a successful event. He also gave thanks to the many community volunteers and The Fur Kids Foundation, Kiwanis, and Rotary for their help with parking. Events like PGI are not possible without community support. The staff did an outstanding job transitioning between events this summer in a compressed period of time. Mr. Esposito thanked the board for the staff event on August 19th. Thank you to the staff after their events and their hard work.

a. Events – Janell

Marketing Manager, Ms. Janell Paris gave an update to current and upcoming events.

- CRM booking software is going out of business. In light of that knowledge, Janell looked at 3 programs, requested demos from each, and narrowed it down to two. Ultimately she chose Ungerboeck, they were the best choice and best price. There is a \$15,800 onboarding fee, as well as a build fee to customize it to the way we want it. Each year the cost of the program will be \$31, 840. There will be 9 licenses for the marketing staff, Jeff, and Brandi. All staff will have a view-only option as well. Ungerboeck includes a mobile application allowing staff to book events from the mobile application if off-site. Many features come standard in the software including 250 reports. One valuable report will be the economic impact an event has on our community. If a particular report is not already there, Ungerboeck will build it to our specifications. Ultimately, the software will improve efficiencies and save valuable time with staff. Janell requested the program be paid by the WYOSTAR Children's Trust Fund. That fund was set up years ago and funded by excess theater ticket revenue. The fund has never been accessed and is at \$1.1M. Janell is requesting payment to Ungerboeck be made from the \$42,000 of excess ticket revenue from the last theater season. Janell also reminded the board \$10,000 was budgeted for the fiscal year but will need to be adjusted the next fiscal year. Ms. Gross asked if we had talked to any current users as she feels personal testimony is a good judge in a purchase. Janell advised yes, she had talked with Lancaster Events Center and they had rave reviews. Ungerback has been in business since the 80's. They also have 24/7 tech support from a Ungerboeck employee and not a third party. Ms. Camblin asked if it will interface with our website, and Janell said yes, we can set up anything we want to pay for, it is completely customizable. Chairman Hamm asked what Janell needed from the board, Janell asked for approval to use the excess last season ticket revenue to pay for the Ungerback software. Mr. Pownall asked Janell if we are getting rid of the CRM software that's already been paid for. Janell clarified the \$10,000 already paid was for the licenses but did not include any payments made above that. CRM was charging for any fixes from glitches, ultimately cost more than the set aside \$10,000. Mr. Pownall asked if this program will also eliminate other subscription purchases we make to build gaps CRM didn't have. Janell said yes and there will be savings. Mr. Pownall went on to say if we are financing the new software with excess theater ticket revenue, could we continue not putting the revenue in the trust fund to self sustain instead of asking out funding agencies to increase our budget. Janell said yes, there is no resolution saying the money cannot be spent this way. Janell did extend information building resolutions for this fund.

Motion: To approve the new booking software purchase with the use of excess ticket revenue.

Moved: Mr. Quintana

Second: Mr. Pownall

Vote: Motion passed unanimously.

b. Operations – Will

Operations Manager, Mr. Will Hastreiter, gave an overview/update on the storm damage and road construction. Joining Will is Dennis Stillman of Consolidated Engineers. CAM-PLEX sent out an invitation to bid for the 2019-2020 road and street repairs. We received 3 bids and per the suggestion of Consolidated Engineers, Powder River Construction was their choice. Their base bid came in at \$296,116.83 for repairs to the corner of Wrangler Rd. and Windmill. The repairs will adjust the grade going into the stall as well as address drainage. Two entrances into East Pavilion will be reduced to one larger providing easier access into the parking lots. The plan also includes easing sharp curbs also aiding in easier parking lot entrance. The budget for the project was set at \$400,000 and the total scope of the project has been presented at \$316,974.33. This cost does not include the previously approved engineering costs of \$62,084.00. Ms. Camblin asked if we could move the check-in shack to make the entrance a little wider. Although we are not moving the shack (The shack has underground electrical conduit), the turn radius has been eased to make turning in/out easier. We are adding a concrete pad for the port-a-johns. Chairman Hamm asked what is the staff recommendation? Staff recommendation is we go with the engineer's recommendation of Powder River Construction at a total cost of \$316,974.33. Mr. Pownall asked Commissioner Maul if he had any update on the County helping with engineering. Commissioner Maul did not have a definite answer.

Motion: To approve the 19-20 road construction project to Powder River Construction.

Moved: Ms. Gross

Second: Mr. Quintana

Vote: Motion passed unanimously.

c. Finance - ReNae

Comptroller, Ms. ReNae Keuck explained most of her time has been on the Tyler project and offered an update. They are still building on the chart of accounts, we have hired a consultant. At one point she thought the county had 5,000 accounts in their chart of accounts but there are actually 11,000. As we pair them down we are hoping to make the County, Fire Department, and CAM-PLEX chart of accounts all align and completed by the first week of October and loaded into the test system. Once loaded, we can begin the training. The financial part is called Munis and is set to go live next July. Mr. Quintana asked how long will there be training? Ms. Keuck advised training will be ongoing until it is live next July. Training will start with the steering committee and project management first, then end-user/staff training. Ms. Camblin asked if the chart of accounts will all be the same countywide? ReNae explained the accounts will be more aligned than the same. The chart of accounts is the first step. Mr. Pownall and ReNae met to move investments. They moved half of the money into the WYOSTAR account and the other half into CDs. ReNae informed the board because of the construction noise and dust, the ticket office has been moved to the Wyoming Center – Equality Hall. As all the theater productions are there, it is more convenient for ticket sales. Foot traffic is light and won't cause many issues.

8. MATTERS FOR NOTING

A. Correspondence:

- i. Mr. Esposito read an email sent from the CVB asking for a letter of support from CCPLB. TBH Athletics is applying with the Wyoming State Games asking for permission to use the name for an upcoming event.
Mr. Esposito asked the board to approve his sending a letter of support.
Motion: To write a letter of support for TBH Athletics.
Moved: Ms. Camblin
Second: Mr. Quintana
Vote: Motion passed unanimously

B. Board Calendar:

- i. Upcoming Board Meetings:
 - a. October 10, 2019, at 6:30 pm (Workshop at 6:00 pm)
 - b. November 14, 2019 (Workshop at 6:00 pm)
- ii. Other meetings/events:
 - a. None

ADJOURNMENT

Meeting adjourned at 8:12 pm

MINUTES PREPARED BY

Brandi Brockmoller, September 18, 2019

MINUTES APPROVED BY

SECRETARY:
(Signature & Date)

[Campbell County Public Land Board]



ATTACHMENT B

CCPLB MEMBERS WILL BE E-MAILED

WARRANTS

FOR THIS MONTH'S

APPROVAL

PRIOR TO MEETING.

Your Ideas. Our Expertise. Endless Event Possibilities!

1635 Reata Drive · Gillette, WY 82718 · www.cam-plex.com
Phone (307) 682-0552 · Ticket Office 307-682-8802 · Fax (307) 682-8418

MANAGEMENT REPORT – OCTOBER 2019

September 30, 2019

EVENTS

- We joined our County Commissioners and the CVB is presenting a bid presentation to the Wyoming Association of County Officials. Our presentation was successful. Cam-Plex will host the event in 2021 and 2022. The event has not been held in Gillette since 2005.
- The Sawyer Brown Concert was a great success with 915 tickets sold. The event also demonstrates another successful concert setup in the Wyoming Center.
- We added a pickleball tournament in January. This is the third sport using the sport court floor. The other sports are soccer and softball.
- The Family Motor Coach Association will return to Gillette more frequently than usual with dates in 2021, 2024, and 2027.

CONSTRUCTION

- We are still in demolition. The work has moved to the Heritage Center basement which gives the office staff a break from the noise.
- The ticket office moved to the Wyoming Center for the duration of the construction project.

FACILITIES

- We are still working with the insurance adjusters following the hailstorm in August. There is significant damage to the facility including rubber, metal and composition roofs, damage to the exterior of some buildings, parking lot lights, outdoor speakers, HVAC units, etc. This is a general summary and the full report will follow.

HUMAN RESOURCES

- We have one employee on workers comp.
- We have introduced to the staff to an online training portal. This is another tool for staff training and continuous improvement. The topics include communication, productivity, leadership, technology, and more.

FINANCIAL AND PRODUCTIVITY

- The new booking software is ordered. We are currently providing key data which will be transferred into the new system.

- ReNae and Gina continue with training for the County's Tyler software implementation.
- Gina is leading our review of the personnel manual. The last review was in 2014. This is just a general review and update and gives the staff and Mr. Stevens the opportunity to make adjustments as necessary, verify we are current relative to any legislative changes, etc. We will keep the board informed.

COMMUNITY

- Nothing to report.

Thank you,

Jeff Esposito
General Manager



City of Gillette,
I thank you for the
delicious meal!

Laurajackie
Tebva Hicks
Pamela Cowen
Harold and Ann Bailey



Thank you very much for lunch

I thank my God every time I remember you.

PHILIPPIANS 1:3 (NIV)

Jim Bernard	Fred Spilay
Harb Stinger	Harb Morale
Steve Termond	
Redd Yee	

Thank you for
sponsoring our meal
at the Senior Center.
We appreciated it
Carole & Sandy

The LORD has blessed me because of you.

GENESIS 30:27 NCV

Thank You

Very
much
for Our Free
Lunch

Oliver Wilson

Colleen Heese

Carleen Eliason



Thank you
for the appreciated
meal and serving.

Thanks Again
Marlene Neugebauer



Thank you very much
for the lunch

Jackie Drake
Dan Rhodes
Doug WAHL
Jim Walcott
Carolyn Kenfield



Thank you for your kindness!

Tamela Lynch

Mary Rust

Mikey Marten

Tommy Cox

Steve Lusk

Paul Leatman

The LORD has blessed me because of you.

GENESIS 30:27 NCV



Thank you for
serving our dinner
& furnishing it -
Marie Martellaro
Margaret Chase
Beverly Ted
Anna Kruse
Carleen Eliason
Nancy Book
Leta Virgutz
Colleen Heese

thank
you

Thank you for
the free lunch.

Good to have

Thank you so much

Carol Ervin
Reanne Ruff