



# 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: September 11, 2020

*Matthew L. Henderson  
for PGD*

The following meetings are scheduled for the week of **September 12 – September 18, 2020**

#### **Tuesday, September 15<sup>th</sup>**

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

- Employee Benefits Presentation – Human Resources Director Aguirre
- Employee Handbook Presentation – Human Resources Director Aguirre
- Employee Appreciation Holiday – Human Resources Director Aguirre
- City Hall – 2<sup>nd</sup> Floor Community Room
- Dinner Served at 5:30 p.m.

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

City Hall – Council Chambers

1. Attached please find a **news release** regarding **Applications Being Accepted for Ward 1 Council Seat** dated **September 9, 2020** provided by **Communications Manager Palazzari**.
2. Attached please find a **news release** regarding **League of Women Voters Candidates' Forums** dated **September 9, 2020** provided by **Communications Manager Palazzari**.
3. Attached please find **current sales tax data** provided by **Finance Director Henderson**.
4. Attached please find a **weekly pothole update** dated **September 11, 2020** provided by **Development Services Director Muzzarelli**.
5. Attached please find **Covid-19 Updates for Elected Officials** dated **September 9, 2020** provided by **Wyoming Workforce Services**.
6. Attached please find an **Economic Development Update** dated **September 2020** provided by **Energy Capital Economic Development**.
7. Attached please find highlights from **Wyoming Insight: August 2020** dated **September 10, 2020** provided by the **State of Wyoming Department of Administration & Information Economic Analysis Division**.
8. Attached please find the **agenda** for the **Gillette, Wright, Campbell County Fire Protection Joint Powers Board of Directors** dated **September 9, 2020** and **meeting minutes** dated **August 12, 2020** provided by the **Campbell County Fire Department**.
9. Attached please find the **agenda** for the **Campbell County Public Land Board** dated **September 10, 2020** and **meeting minutes** dated **August 13, 2020** provided by the **Cam-Plex**.

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 – 2nd Floor Community Room  
Tuesday, September 15, 2020  
Dinner Served at 5:30 p.m.**

## **Pre-Meeting Topic(s):**

- Employee Benefits Presentation – Director Aguirre
- Employee Handbook Presentation – Director Aguirre
- Employee Appreciation Holiday – Director Aguirre
- Review September 15th Council Agenda

## News

### Applications Being Accepted for Ward 1 Council Seat

#### Applications will be accepted between September 9th and 15th.

**Post Date:** 09/09/2020 8:00 AM

The City of Gillette has a partial term opening on the City Council for Ward 1. Applications for the opening will be accepted from September 9th through September 15th. Applicants must be 18 years of age and reside within Ward 1 to be eligible. The term of the vacancy appointment will **expire on January 3, 2023**.

Wyoming Statute 15-1-107 (c) "If a vacancy is determined to exist, the governing body shall appoint an eligible person to the office who shall serve until his successor is elected at the next general municipal election and qualified."

#### City of Gillette Ward Map

Application packets can be [downloaded here](#) or obtained in the City Clerk's office. Applicants may file with the City Clerk's office through September 15, 2020 at 5:00 p.m.

#### **Qualifications are as follows:**

- Candidates for Municipal office must be a registered voter and a resident of the municipality and ward which they seek to represent (W.S. 22-23-301) and will have resided in said ward for at least one (1) year next preceding their election, if so elected. (W.S. 22-23-103(b))
- Pursuant to W.S. 6-10-106, a person convicted of a felony is incompetent to hold any office of honor, unless they have had a complete and full restoration of rights, not just voting rights.
- Applicants should ensure that they are not holding an office which may conflict, or be incompatible, with the office for which they are filing; and, their employment is compatible with the office they are seeking.

If you are interested in applying, pick up an application in the City Clerk's office at City Hall, located at 201 E. 5th Street. You may also [download the application from the City website](#). All applications must be submitted in person to the City Clerk's office at City Hall, 201 E. 5th St.

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

[Return to full list >>](#)

## News

### League of Women Voters Candidates' Forums

**Post Date:** 09/09/2020 12:00 PM

Once again the Campbell County League of Women Voters and Gillette Public Access Television are hosting General Election Candidates' Forums. The Candidates' Forums are designed to provide voters with the information they need to make informed decisions on their ballot. There will be two forums each starting at 6:00 p.m. in the Gillette City Council Chambers.

#### **Thursday, September 10th Forum**

- Campbell County School District Board of Trustees
- Campbell County Cemetery District Board of Trustees
- Campbell County Conservation District Board of Supervisors

#### **Monday, September 14th Forum**

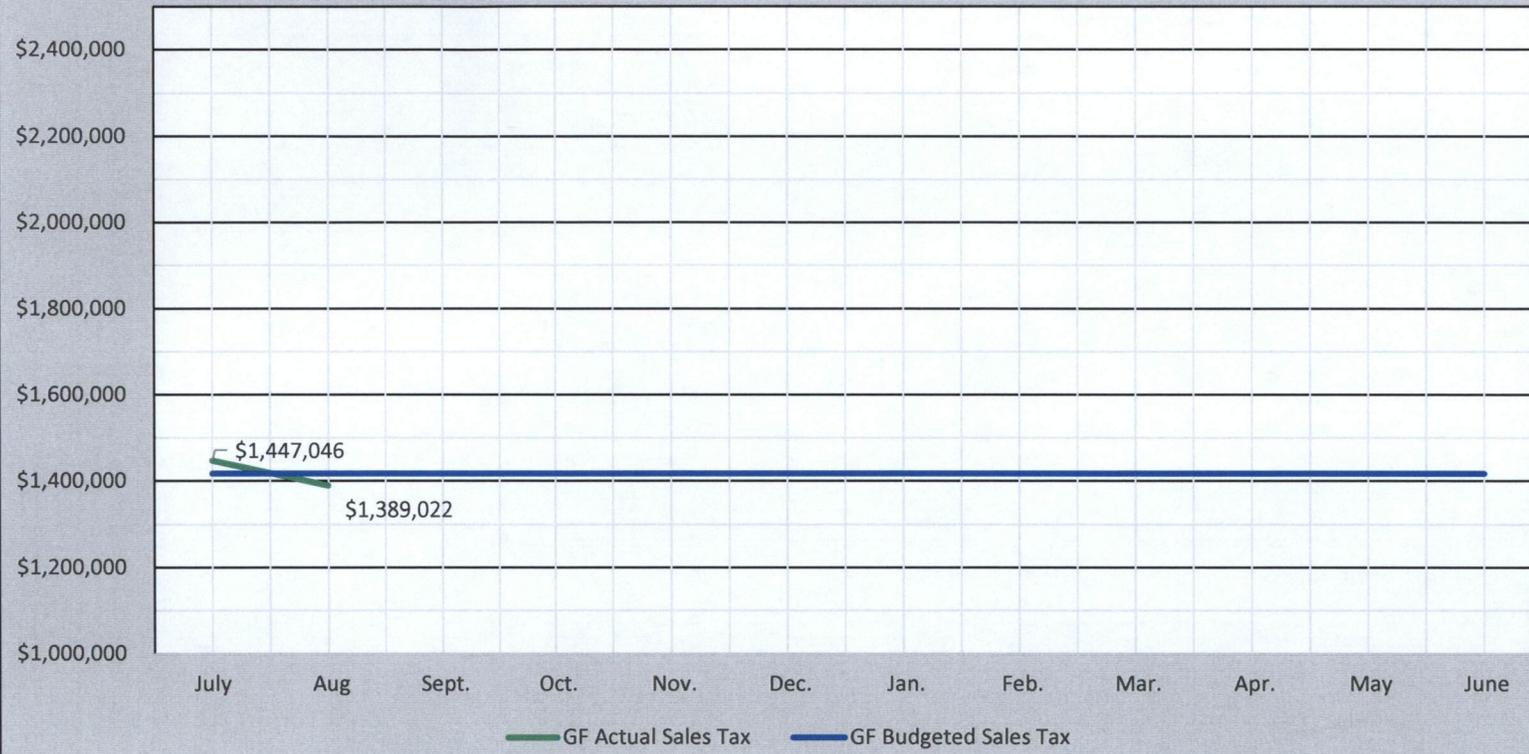
- Campbell County Commissioners
- Wyoming House District 32
- Gillette City Council

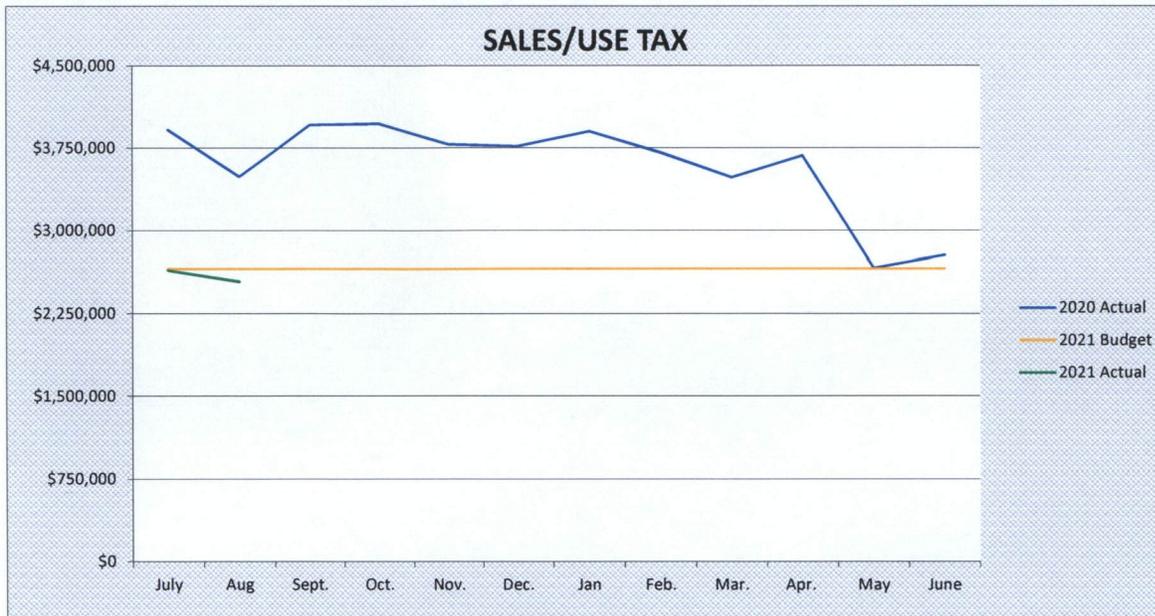
The forums are open for the public to attend. They will be televised on GPA-TV cable Channel 192 and [streaming live on the web](#). DVDs of the forum will be available at the Campbell County Public Library for check out. They will also be archived for on-demand viewing at [GPA-TV's website](#). The 2020 General Election is November 3rd. For information on the election and polling places, visit the [Campbell County Clerk's website](#).

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

[Return to full list >>](#)

### GENERAL FUND SALES TAX ACTIVITY-FY 2020/21





	FY 2020 ACTUAL	FY 2021 ACTUAL	% CHANGE
July	\$3,917,305	\$2,640,072	-32.60%
Aug	\$3,487,597	\$2,537,330	-27.25%
Sept.	\$3,958,803		-100.00%
Oct.	\$3,969,242		-100.00%
Nov.	\$3,778,574		-100.00%
Dec.	\$3,764,583		-100.00%
Jan	\$3,898,327		-100.00%
Feb.	\$3,705,915		-100.00%
Mar.	\$3,479,392		-100.00%
Apr.	\$3,677,321		-100.00%
May	\$2,659,104		-100.00%
June	\$2,775,004		-100.00%
TOTAL	\$43,071,165	\$5,177,402	-87.98%

FY20 YTD	\$7,404,901	-30.08%
FY19 YTD	\$6,350,237	-18.47%
FY18 YTD	\$5,399,971	-4.12%
FY17 YTD	\$4,786,208	8.17%
FY16 YTD	\$11,914,562	-56.55%
FY15 YTD	\$9,428,651	-45.09%

YEAR TO DATE SALES TAX RECEIPTS (August):

FY 2019	FY 2020	FY 2021
\$6,350,237	\$7,404,901	\$5,177,402

YTD BUDGET  
\$5,308,333

% Over/(Under) Budget: -2.47%

### SALES/USE TAX - 12 MONTH CHANGE HISTORY



**WEEKLY POTHOLE UPDATE**

**September 11, 2020**

Address	Business	Current Status and Open Date	Recent Action		Next Step If No Action on Part of Owner
2610 S Douglas Hwy	Powder Basin Shopping Center	<b>Open</b> (Open on December 19, 2019)	Sent Final Notice of Violation, August 13, 2020	<b>Property Manager to provide letter with schedule, copy of contract and begin construction by Sept 11 as per City Attorney.</b>	<b>Notice and Order for Abatement</b>
2126 S Douglas Hwy	Papa Murphy's Pizza	<b>Open</b> (Open on May, 28 2020)	Sent Final Notice of Violation, September 9, 2020	<b>Owner has until October 9, 2020 to finish work.</b>	<b>Notice of Order for Abatement</b>
2107 S Douglas Hwy	Las Margaritas	<b>Closed</b> (Open on June 11, 2020)	Owner Made Repairs		None
2150 S Douglas Hwy	Hobby Lobby	<b>Open</b> (Open on June 23, 2020)	Contractor provided temporary fix	No Change	<b>Call to owner prior to sending final notice.</b>
2001 S Douglas Hwy	W.M. Grace Property, North of Dairy Queen	<b>Open</b> (Open on August 5, 2020)	Sent initial letter on August 7, 2020	<b>Property Owner contracted with local contractor for repairs. Under Construction.</b>	<b>Completion Soon</b>
2005 S Douglas Hwy	Office Depot	<b>Open</b> (Open on August 5, 2020)	Sent letter on August 7, 2020	No Response from Owner	<b>Being repaired by neighbor.</b>

**SUCSESSES:** W.M. Grace (North of Dairy Queen) repairing significant potholes on property. Las Margaritas repaired significant potholes on property. Access to Office Depot off of Boxelder Road.



Angela Williams <angelaw@gillettewy.gov>

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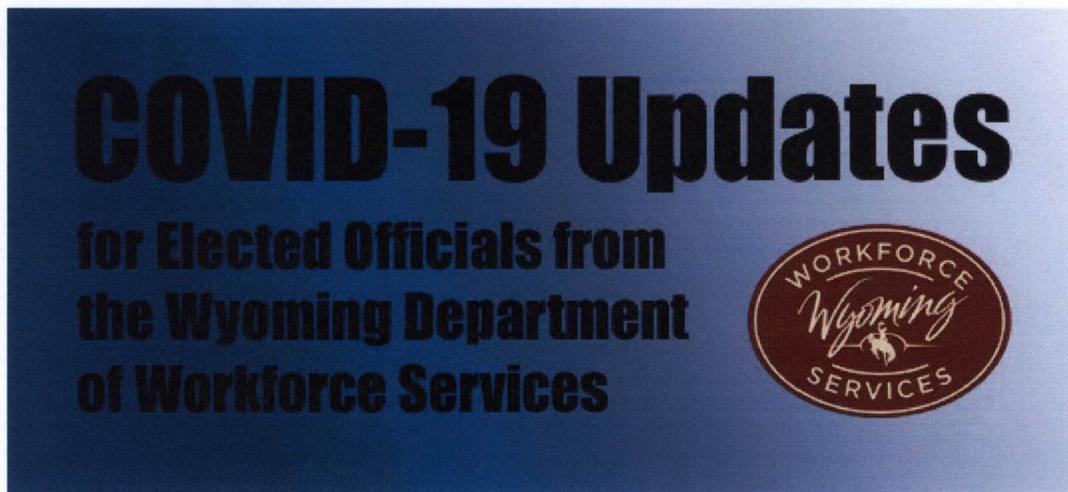
## Sept.9 COVID-19 updates for elected officials from the Wyoming Department of Workforce Services

1 message

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**Wyoming Department of Workforce Services** <Wy.dws@public.govdelivery.com>  
Reply-To: Wy.dws@public.govdelivery.com  
To: angelaw@gillettewy.gov

Wed, Sep 9, 2020 at 10:46 AM



Wednesday, Sept. 9, 2020

Dear Wyoming Elected Officials,

It has been an extremely challenging year for a lot of Wyoming people. I know you have seen and experienced these difficulties first hand, as have the staff at the Department of Workforce Services (DWS).

Fortunately, in recent months, economic indicators are signaling gradual improvements in the state's economy.

The DWS Research and Planning team reported that Wyoming's unemployment rate peaked at 9.6 percent in April and has steadily decreased since then. In July (our latest unemployment data set), the state's unemployment rate came down to 7.1 percent.

Jobs are starting to recover. Current data indicate that the state gained 7,700 jobs (2.9 percent) between April

## In the News

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### **Wyoming Unemployment Falls to 7.1% in July 2020**

8/25/2020 -- The Research & Planning section of the Wyoming Department of Workforce Services reported today that the state's seasonally adjusted unemployment rate fell from 7.6% in June to 7.1% in July. Wyoming's unemployment rate peaked at 9.6% in April and has steadily decreased since then as some businesses have reopened and individuals have returned to work. It appears that the state's economy is gradually recovering from the large disruptions related to the COVID-

and July. Job growth was seen in: leisure & hospitality, education & health services, trade, transportation & utilities, and construction.

Looking at different areas of the state, we see economic conditions improving as unemployment rates decreased in every county from June to July. This progress is important to note.

Although I hope this better news is here to stay, the coming months may pose economic hurdles for job seekers and business owners alike. No matter what we face, DWS stands ready to support our communities. Please help us spread the word that there are resources available to those in need of assistance.

For more information on how to access workforce development services and information, [our 20 workforce centers](#) throughout the state have excellent folks ready to lend a hand.

### **Lost Wages Assistance**

As I have mentioned in previous newsletters, DWS staff are working hard to program the Lost Wages Assistance (LWA) program following the approval of the State of Wyoming's application submission to the Federal Emergency Management Agency (FEMA). LWA benefits in the amount of \$300 per week are available to UI claimants who are unemployed as a direct result of COVID-19 and who are receiving at least \$100 per week in UI benefits. I hope to have an update for you in a few days on the roll-out of that program.

### **Virtual town halls cover LWA, job searches**

Virtual Town Hall presentations will begin again this week with information about the LWA program and how to use the DWS job search engine, Wyoming at Work. The Town Hall will take place at 10 a.m. Friday, September 11. Those who wish to take part may click [here](#) to register.

We will get through this together.

**Robin Sessions Cooley**  
Director

19 pandemic. [See the release here >>](#)

### **Wyoming applies for Lost Wages Assistance Grant funding**

8/11/2020 -- The State of Wyoming will submit its application to the Federal Emergency Management Agency (FEMA) to receive grant funding through the Lost Wages Supplemental Payment Assistance Program (LWA). The program provides additional benefits to Unemployment Insurance (UI) claimants who meet the LWA eligibility requirements. [See the release here >>](#)

### **Job searches required for Unemployment Insurance**

8/11/2020 -- Due to the COVID-19 pandemic, the work search requirement for many Unemployment Insurance claimants was suspended temporarily. But now that businesses are opening again, the Department of Workforce Services (DWS) reminds UI claimants that a minimum of two work searches must be completed each week in order to continue receiving UI benefits. [See the release here >>](#)

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## **Resources**

[DWS Menu of Services](#)

[Frequently Asked Questions](#)

[Virtual Town Hall Series](#)

[COVID-19-related Workforce Information](#)

[UI Dashboard](#)

[Wyoming Department of Health COVID-19 Information](#)

Wyoming Department of  
Workforce Services

Contact your local Workforce  
Center

Department of Labor resources

DWS COVID-19 News Archive

Visit the DWS COVID-19 Resources Page at  
[WyomingWorkforce.org/COVID19-Resources](https://WyomingWorkforce.org/COVID19-Resources)

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This email was sent to [angelaw@gillettewy.gov](mailto:angelaw@gillettewy.gov) using GovDelivery Communications Cloud on behalf of: Wyoming Department of Workforce Services · Herschler Bulding · [122 West 25th Street, 2nd Floor East](#) · Cheyenne, WY 82002 · (307) 777-8650



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Angela Williams <angelaw@gillettewy.gov>

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## September 2020 Economic Development Update

1 message

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Phil Christopherson <info@energycapital.com>

Thu, Sep 3, 2020 at 2:36 PM

Reply-To: info@energycapital.com

To: angelaw@gillettewy.gov

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



Energy Capital Economic Development continues to work for the economic betterment of Campbell County. Here are some activities that we would like to share with you.

### **Member Highlight: S&S Builders, LLC serving Wyoming since 1981**

- ◆ **S&S Builders, LLC** ◆ S&S Builders, LLC, operates as a general contractor and subcontractor in Gillette and Cheyenne as well as surrounding areas. They have been serving Wyoming since 1981. The employee-owned company boasts personnel who offer diverse backgrounds and various experience to provide a multitude of talent. S&S Builders specialize in commercial and industrial concrete projects, design-build commercial and industrial buildings, and commercial and industrial bid projects. The company also has a service department for HVAC that can handle all residential or commercial needs.

S&S Builders, LLC, is very proud of its safety culture as well as the awards it has won for safety performance. The highest award a company can win through the Wyoming chapter of the Associated General Contractors of

America (ACG) is the Safety Achievement Award, which went to S&S Builders, LLC, in 2008. In 2013, S&S Builders, LLC reached a milestone with 1 million hours of work without a lost-time accident. The company stays vigilant by using tactics such as having troopers from Wyoming Highway Patrol come talk to workers about potential job hazards and participating in programs such as Wyoming/Montana Safety Council's Road Smart safety training program. They are proud to be leading the way in Wyoming for OSHA compliance, training, operator certification programs and other common-sense programs to ensure their employees' safety and reduce risk.

S&S Builders, LLC, has successfully completed many governmental, commercial, and industrial projects. Their success and growth are attributed to quality of workmanship, meeting or beating their clients' completion dates, and the long-term relationships they have developed with their customers and employees. It is a point of pride with them that owners are pleased when they are the successful bidder on a project

## CEO Corner with Phil Christopherson



### **Tax Crisis 2020: The Cost of Wyoming's Uneven Tax Burden on the Mineral Extraction Industry**

Looking around our nation, I thank God daily that I live in Wyoming. The social unrest, the impact of the pandemic and many other reasons make Wyoming a great place to live. We are seeing some strong indicators that others would like to live in Wyoming as well. We have had more business relocation inquiries in 2020 than we had in the previous five years combined. People are fleeing the large cities and moving to more rural and safe areas and Wyoming is a choice location. We are truly blessed to live in Wyoming and as new people come to our great state please welcome them and make them feel at home.

Wyoming is not without our problems. With the significant decrease in coal sales and the decrease in oil and natural gas prices, Wyoming is facing a very uncertain financial future. Governor Gordon recently addressed the state and provided an overview of the budget cuts he will be making. Governor Gordon described his budget cuts as "devastating but necessary." The required budget cuts to balance the budget and keep Wyoming on a sound financial footing are needed and will affect everyone in the state. For years, economic developers have been tasked with diversifying the economy and have had very good success. Diversifying the economy adds jobs, provides employment options, brings new businesses and opportunities, and provides good job prospects for our children who may want to live and raise their families in Wyoming.

Diversifying the economy does not diversify or increase the states revenue, in fact, it is a negative impact on the state's revenue. Wyoming's primary source of funding is minerals and tourism. When an industry not related to either one of those industries comes to the state, they do not create a significant increase

in tax revenue. Most often, they do not even create enough to pay for themselves which can place a larger burden on our minerals industry. Calculations from 2017 Wyoming Economic Analysis Division study show that each citizen in the state pays an average of \$3,070 in taxes yet receives the benefit of \$27,600 in public services. Wyoming is facing historic challenges that the legislature and our great state must tackle if we are to continue to have a bright and prosperous future.

Twenty years ago, the legislature created a new revenue plan for Wyoming called Tax Reform 2000. This was created because the mid-90s saw some severe problems that, like today, threatened the state. However, the coal bed methane boom came to the rescue and provided significant revenue to the state and the plan was not pursued. In hindsight, this may have been a mistake, as meaningful change takes time and needs to precede changing market conditions, not simply react to them. I sincerely hope that coal will rebound, oil and natural gas will go up, tourists will come, and our budget problems will go away. Most likely they will not, and we are living in a new reality. Will the incoming legislature have the leadership to do what is needed to address our challenges and keep our state a great place to work and live, let's be optimistic and say yes.

## **VP Voice**

### **Vice President of Operations Curtis Burdette**

#### **Measuring ROI—Growing the Economy by \$1.4 Million with a Single \$100,000 Job**

One of the most important measures for any investment is the Return on Investment (ROI). Often entrepreneurs will talk to me about wanting to get investors to provide working capital for the start-up business to be able to cover the initial costs of the business. An “investor” is defined as someone who is investing money with the expectation of profit or material reward. While some angel investors may be willing to take a higher risk in exchange for convertible debt or ownership equity, there's still an expectation they will see the monetary value exceed the original investment.



I use the example of a 10 percent as an average profit margin, which means \$0.10 return for every dollar invested. In that scenario, for every \$100 a company spends, there is \$90 in expenses and a \$10 profit. I apply that to what a company should expect for ROI for efforts like sales and marketing. If they spend \$5,000 on sales and marketing, they should expect at least \$50,000 in new sales because \$45,000 goes to expenses and \$5,000 covers the cost of the sales and marketing expense, so it essentially breaks even.

Every business is different, and some industries and businesses have higher profit margins and others are lower. Typically, a lower margin industry like a grocery store or a hotel makes its profits through high volume. Whereas, an accountant may have fewer customers/clients, but a higher profit margin. Construction firms tend to have fewer customers and lower profit margins, but

tend to have larger projects, so the profit is a lower percentage but a higher amount because of the scale of the business.

One of my challenges since starting at Energy Capital Economic Development in 2020 has been to help define our ROI. What do our members get as a return on investment for the services we provide as an organization focused on keeping jobs in Campbell County and adding new jobs? How do we measure our effectiveness when that work is also supported by the City, County, Chamber, CVB, Main Street, Gillette College, SBDC Network, Wyoming Business Council, Workforce Services, and all the private, public, and non-profit organizations engaged in economic development?

Luckily, there's a lot of data on the economic impact of specific jobs. Research and Design (R&D) jobs have one of the highest returns on investment for a community of 1,400 percent or \$14 for every dollar invested in an R&D job. That return comes for support staff, research materials, engineering, product licensing, facilities, construction, housing, and the goods and services each individual buys in the community from groceries to vehicles.

The Wyoming Innovation Center provides one of the biggest opportunities in recent history for a public-private venture that promises a huge local economic impact. Beyond the original concept of coal-to-products, the Wyoming Innovation Center has had inquiries on rare earth element extraction from coal as well as bottom ash, fly ash, and overburden and underburden. With National Energy Technology Laboratories as the first tenant, they expect to have several researchers. A single \$100,000 job at the Wyoming Innovation Center has the potential to provide \$1.4 million in local economic impact in the first year, and the facility could have 10-12 researchers working at the site by 2022, which could add \$10-\$14 million in local economic impact by the second year the facility is open.

The goal of Wyoming Innovation Center is to bring that research and design into advanced manufacturing where private businesses would add their own R&D teams. With those new jobs, the advanced manufacturing could potentially add up to \$200 million in annual local economic impact annually within 7 to 10 years. Based on Gross Domestic Product of roughly \$5 billion in Campbell County or \$100,000 per resident, these new industries could add another \$4,000 per resident each year in less than a decade.

There is no perfect economic forecast. Even though these projections are based on modest growth, it seems likely a whole new industry is growing that offers some major impacts in diversifying the economy with some jobs adding more than \$1 million in economic impact. In terms of return on investment, it's not any single organization like ECED, but a community-wide effort that creates the return on investment of economic impact. However, each entity has their role to play in helping set the stage for the potential economic growth that will make Gillette a growing community for decades to come.

## **ECED Board Member Profile: Dana Miller Eiland**

## Who's the Boss?: Board Member Spotlight of Dana Miller Eiland (SignBoss)

Dana Miller Eiland has served on the Energy Capital Economic Development Board since 2018 and served as Board President overseeing major growth of the organization through the development of the Wyoming Innovation Center and the opening of the FUEL Business Incubator.



As “The Boss” of SignBoss, Dana serves in a unique role in the community as she is often introduced to new businesses and expansion of existing business before they are publicly announced because they talk to her as they are getting business cards or signage for new locations. She routinely serves as an ambassador for entrepreneurs and small business owners by helping them making connections to community leaders in established businesses and local organizations.

After returning to Campbell County in 2010, she became involved in and held leadership roles in several community boards including Energy Capital Economic Development, Women in Business, and the Gillette Hockey Association. She has served continuously on committees since 2010 focusing on community needs assessments such as the Madison Water Project, Gillette College, FUEL Incubator, Area 59 Makerspace, Sports Tourism, Young Entrepreneur's Academy, BIG Ideas Gillette, and Wyoming Technology Coronavirus Coalition. Dana is currently attending the Leadership Wyoming program and will graduate with the 2020 class.

Dana and her husband Rick Eiland started SignBoss LLC in September 2010. To date, SignBoss has worked with more than 600 Wyoming-based businesses as well as nationwide accounts to manufacture and install business signage and create custom graphic designs. After 10 years in business, SignBoss has grown to 8 full-time employees and has recently moved into a newly remodeled location on South Douglas Highway.

Dana earned her Bachelor of Science in Psychology from Colorado State University and her Master of Business Administration degree from Clark University. She spent her early career working in Human Resources for cutting edge High-Tech and BioTech companies before returning to Wyoming in 2005.

Dana brings a high level of commitment and engagement to the Board of Energy Capital Economic Development where she routinely champions both the “newest” business ideas of local entrepreneurs as well as the major industrial projects. Her passion shines when she helps individuals with big ideas take their pet projects to the next level. We appreciate her service and dedication to the mission of Energy Capital Economic Development.

**ECED Assists UW School of Energy Resources  
to Bring Groundbreaking Project  
to Campbell County**

University of Wyoming School of Energy Resources recently revealed a pilot-scale demonstration project at Black Hills Energy's Wyodak coal mine near Gillette to reduce emissions and the cost of electricity. Energy Capital Economic Development CEO Phil Christopherson had a critical role behind the scenes in helping to bring the project to Campbell County. This third phase of the project involves a large scale-up to apply cutting edge flameless, pressurized oxy-fuel (FPO) technology into a pre-commercial application.

The project's objective is to test FPO technology to improve coal-fired system performance, enhancing efficiency and reducing emissions and cost of electricity. The project team is led by Southwest Research Institute (SwRI) and includes SER, General Electric, Sargent and Lundy, and the Electric Power Research Institute -- and is now supported by Black Hills Energy. They have applied for Phase 3 funding from the U.S. Department of Energy.

"One of the most exciting aspects of oxy-fuel combustion is its potential for power generation with almost no CO<sub>2</sub> emissions in the atmosphere," said Joshua Schmitt, the SwRI research engineer leading the project. "Burning coal is often associated with harmful emissions, but this is a way to utilize it for power generation with very limited emissions."

The host site has many attractive traits that will benefit Phase 3 of the project. The proximity to the Gillette Energy Complex will facilitate research collaboration while remaining separate so as not to interfere with commercial operations. Additionally, Black Hills Energy is partnering to provide construction, operational and maintenance support.

"We're grateful and thrilled at the opportunity to add Black Hills Energy to our project team," said Holly Krutka, executive director of the UW School of Energy Resources (SER). "Building and operating a large-scale FPO pilot near Gillette, while still supporting the project with management, computational fluid dynamics modeling and more from UW's Laramie campus, will help SER simultaneously meet UW's land-grant mission while advancing a novel technology that could enable the use of Wyoming coal, natural gas, biomass and waste in a carbon-constrained world."

When the possibility of Gillette arose as a location for the site, UW SER reached out to Energy Capital Economic Development to help facilitate discussions with local government officials as well as private businesses.

"One of the challenges of our organization is that we work on confidential projects like this and much of the work is done in the background helping set up meetings and connecting organizations. We're excited for what this project could mean for jobs in Campbell County and connects with the work we're doing with Wyoming Innovation Center," said Christopherson. "SER have been outstanding partners for many of our projects in Gillette, so we're glad they wanted to move this project to our community. For every \$1 spend on research and development, the local economic impact is \$14. So this project has the will bring millions of dollars into our community."

## Cheyenne LEADS Showcases Economic Projects to Leaders from Campbell County



On Friday, August 28, the Cheyenne LEADS economic development team welcomed 9 visitors from Campbell County toured projects in Cheyenne that have added hundreds of new jobs. From the newly constructed airport terminal to industrial parks with infrastructure, the group witnessed how those efforts successfully attracted major corporate

operations such as a Microsoft data center and Walmart's largest refrigerated distribution center to Wyoming's capital city.

Campbell County participants included John Bear, Colleen Faber, Troy McKeown as well as Energy Capital Economic Development Board members Tyler Miller, Scott Durgin, Jim Ford, and Dana Miller Eiland. Energy Capital Economic Development CEO Phil Christopherson and VP Curtis Burdette were also on the tour.

Christopherson explain that while Energy Capital Economic Development and Cheyenne LEADS are local economic development organizations that were founded in the 1980s, the difference in strategy is reflected in both communities.

"Back in the 80s, Gillette had a strong economy based on mineral extraction and focused their efforts on community development. Cheyenne's economy lacked high value primary businesses and depended on the state capital and the Air Force base," said Christopherson. "Over the past 35 years, Gillette excelled at community development and improved the quality of life that their citizens wanted. Cheyenne's economic development efforts focused for 35 years to develop 'shovel-ready' sites at industrial parks where businesses could build and move in right away. The difference is a more diverse economy in Cheyenne that doesn't depend on the price and market demand of minerals."

Traveling by trolley, Cheyenne LEADS led the tour with 3 members of their organization: CEO Betsey Hale, Business Development Specialist Derrek Jerred, and Board Vice-Chair David Miller. As the trolley led them through private industrial parks as well as parks owned by Cheyenne LEADS, they shared the history about how specific successes added to the development of industry.

“When Walmart first came to Cheyenne decades ago looking for a site for their distribution center, there was undeveloped land in an industrial park, but no water, sewer, electric, gas, or roads,” Hale explained. “They weren’t interested. The next time they came, there was a shovel-ready site where they could develop their distribution center with roads and utilities. This time they chose Cheyenne.”

After a visit to Alliance Brew Gear where owner Brian Gross explained his passion for bringing manufacturing back to the U.S. and demonstrated their 3D printing and intellectual property efforts.

“We have 99 patents and we’re continually working on product design and development. We to be developing the products with simplification and using automation that allows them to be manufactured in the U.S. We’ll buy parts from ABC-Anywhere But China.” Gross continued, “The advantage of domestic manufacturing is it can be quicker and customizable. It’s not a boatload of coffeemakers from low cost labor that take months to ship to the U.S. We can make simpler, better quality machines and use 3D printing to customize colors or add logos. That’s the advantage of making them here.”

Following the tour, the Campbell County participants met with the team from Cheyenne LEADS to reflect on what they learned from the tour and ways that Gillette could imitate the success of Cheyenne LEADS.

“Gillette has a Rec Center, great sports facilities, schools, a makerspace, and an incubator. It’s a great place to live and there are things Gillette has done to improve quality of life that could be investments for Cheyenne to make,” said Jerred. “As Betsey said, we hope this is a great step forward in our organizations working together to build on each other’s successes and promote new job growth and business expansion throughout the state of Wyoming.”





## BIG Ideas Gillette Idea Pitch Draws Dozens to Share Business Ideas and Inventions



BIG Ideas Gillette hosted its first event at Area 59 on Tuesday, August 25 to a crowd of 25 participants. The two-hour event heard presenters share a range of ideas from manufacturing trailers in Gillette to an engineering flywheel concept for a natural gas-powered drilling engine, a portable rain/sun shelter for sporting events, and producing meal-replacement powder.

Each presenter was asked questions and provided positive feedback from panelists and other participants offering suggestions on the next steps the presenter should take to move forward with their business or invention idea. The event was designed to be informal as the presenters and panelists sat in chairs in a circle. Energy Capital Economic Development Vice President Curtis Burdette moderated the event.

“We provided practice forms with a basic outline for your pitches, but they are just to help. The general idea was for presenters to share their idea in 2-3 minutes and identifying a summary of the idea, what gap it fills in the market, and what help they need to get to the next step,” Burdette said. “This is our first time holding an idea pitch like this and we learned from the experience and got feedback what to do differently next time. We hope participants enjoyed hearing some of the ‘next big things’ that are in Gillette, learning there’s a positive place to share ideas, and witnessing how presenters were given positive feedback on what steps to take to move forward.”

Participants shared details on their ideas while avoiding sharing any confidential details of their projects. The Idea Pitch event was developed as a continuous conversation to share the good news of business and invention ideas from our community.

“I was impressed by the turnout at the first event. This type of event has been needed in Gillette to get the people with ideas together with those who want to

help them. Most entrepreneurs and inventors and those with new ideas are often unsure where to take them,” said Energy Capital Economic Development CEO Phil Christopherson. “The organizers did a great job, and I’d like to see this event grow in attendance and perhaps explore some different format styles so that the events add to the conversations surrounding new businesses and inventions.”

In past years, the Business department at Gillette College has organized annual StartUp Weekend 3-day workshops to help start-up businesses. While this year’s format may be a little different, BIG Ideas Gillette was intended to help bridge the discussion of innovation between inventors, entrepreneurs, and the community monthly.

BIG Ideas Gillette is a public, private, and non-profit collaboration of businesses and agencies including SignBoss, Gillette College, Area 59, Energy Capital Economic Development, FUEL Business Incubator, Timberline Training, Campbell County Chamber of Commerce, Wyoming SBDC Network, Wyoming Business Council, and Visionary.



## The University of Wyoming is having a Virtual Career Fair focused on Innovation & Entrepreneurship

The virtual fair format will allow employers to connect with business students via video, audio, and chat while saving travel time and expenses. Employers will be prompted by Handshake to create their own fair schedule consisting of up to three 30-minute group meeting sessions (great for answering FAQs, sharing information about your company culture, promoting your benefits, sharing professional advice, etc.) and unlimited 10-minute one-on-one student sessions.

Business students in attendance will range from first year students to graduate students. First year and second year students will likely be seeking information about college majors that your company is likely to hire. Third year students will likely be seeking internship and summer job opportunities. The majority of students that attend will be planning for graduation and eager to learn about current and upcoming full-time job opportunities.

**When:** Wednesday, September 16th from 1 - 4 pm.

**Where:** Online

**Who should attend:** Wyoming entrepreneurs who would like a sharp UW student to help their company.

**Who else will attend:** 3rd year students (from all schools) looking for internships and 4th year students looking for jobs. 1st & 2nd year students may attend to learn about working for entrepreneurial companies.

**Why attend:** To promote your company and virtually meet with individual students whose background you like. All with the benefit of not spending 2 - 12 hours in a car. Also, the WY Dept. of Workforce Services may have grants available to pay for an intern.

**Cost:** \$100 for administrative support.

**How does this work:** To register, click [here](#). Or see below for details on how to register, setup virtual meetings.

**Other fairs:** If you are interested in more specific skills, Marketing & Sales Career Fair is on September 9th and Accounting & Finance on September 28th.

For more information: Contact Kaley Holyfield ([kholyfi1@uwyo.edu](mailto:kholyfi1@uwyo.edu)), Career Services Coordinator.



UNIVERSITY  
of WYOMING

College of Business  
Peter M. & Paula Green Johnson  
Student Success Center

## SEPTEMBER FOCUS FAIRS

# ENTREPRENEURSHIP & INNOVATION

**September 16, 2020**  
**12-1 PM Kickoff Session**

Connect with guest speaker Caleb Carr, founder of Vita Inclinata Technologies

**1-4 PM: Career Fair**

Attend 30 min. employer hosted group sessions and meet with employers during 1-on-1 meetings

Learn more  
and register.



**FUEL Seeks Donations of  
Office Furniture, Office Supplies,**

## and Office Swag



Energy Capital Economic Development has had a busy month with 4 new FUEL members moving into offices at the Enterprise Center. Our FUEL program aims to provide furnished offices for our in-house members, and we are running out of office furniture to furnish the last 5 available offices. Our ECED Foundation is a 501(c)3 charity that will gladly accept donations of office furniture, supplies, and promotional items to assist current future FUEL members. We will gladly provide a receipt for the value of your items for your tax records as a charitable donation.

FUEL/ECEDF seeking donations: Office furniture for FUEL members

Note: Donated furniture will be made available for FUEL members to move into furnished offices. This helps save our entrepreneurs the additional cost of buying chairs, desks, and other furniture for their office and allows them to get right to work on the first day they arrive.

- Desk chairs
- Desks
- File cabinets
- Bookcases

ECEDF seeking donations: office supplies and promotional items for FUEL members

Note: Donated office supplies and promotional items will be provided to new FUEL members at no charge. They may be used as promotional giveaway items for FUEL events. Companies with branded and logoed items are encouraged to provide those items as “swag” giveaways for our FUEL entrepreneurs.

- Coffee mugs
- USB drives
- Mouse pads
- Sticky notes
- Notepads
- Bags
- Folders
- Pens

## Upcoming Community Events

9/5 - [The Gillette Saturday Farmers' Market](#)

9/8 - [September Chamber Luncheon](#)

9-10 - [March Make Up Mixer](#)

9/12 - [CCPL Ride & Read Car Show](#)

9/12 - [Night at the Theatre](#)

9/13 - [Powder River Symphony Orchestra](#)

9/17 - [September Mixer](#)

9/18 - [Black Cat Ball](#)

9/19 - [Summer Brewfest & Car Show](#)

Visit our website



**VISIONARY**™  
Business Class Internet

High-speed internet at the ECED Enterprise Center is provided by [Visionary Broadband](#).

In the



- [Senate committee to hold field hearing at ITC](#)
- [Environmental act overhaul could be significant for state](#)
- [Gillette College adapting to economic climate for fall semester](#)
- [Coal mines could store old turbine blades](#)
- [Clean Coal Technologies to begin testing at former Fort Union site soon](#)
- [State officials, energy leaders launch collaboration with MIT to lower carbon emissions](#)
- [Big Ideas Abound At First Pitch Event](#)

**This Month's Featured Gold Member:**



**This Month's Featured Silver Member:**



**This Month's Featured Bronze Member:**

**KOMATSU**

**Community Sponsors:**



Mayra Macias &lt;mayram@gillettewy.gov&gt;

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**Fwd: Wyoming Insight: August 2020**

1 message

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**ADMN ADMN** <adm@gillettewy.gov>  
To: Mayra Macias <mayram@gillettewy.gov>

Thu, Sep 10, 2020 at 12:53 PM

For GI

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

From: **Dylan Bainer** <dylan.bainer@wyo.gov>  
Date: Thu, Sep 10, 2020 at 11:54 AM  
Subject: Wyoming Insight: August 2020  
To: AI-EAD-WYSDC <ai-ead-wysdc@wyo.gov>, <Tcoulter@wyomingnews.com>, <Nick.Reynolds@trib.com>, <camille.erickson@trib.com>, <news@wyomingbusinessreport.com>

The August 2020 issue of the Wyoming Insight is available at the State of Wyoming's Economic Analysis Division website <https://link.zixcentral.com/u/620c0ed8/Ti-0tY7z6hGBu02nPI9hPQ?u=http%3A%2F%2Feadiv.state.wy.us%2F>. The Wyoming Insight serves as an energy index and business indicators report for the state.

Highlights from this month's issue include:

(1) Oil and Natural Gas Prices Continue to Rebound During the Summer Months.

"The West Texas Intermediate monthly average price for crude oil increased in August to \$42.34 per bbl., an increase of 4% from July," said Dylan Bainer, senior economist for the state's Economic Analysis Division. Active oil rigs numbered just one in August, while the conventional gas rig count was zero for the fifth consecutive month.

The August 2020 natural gas price at the Opal Hub averaged \$2.19 per million British thermal units (MMBtu), \$0.60 higher than the average in July 2020 and \$0.29 higher than the August 2019 average.

(2) Sales &amp; Use Tax Revenues from the Mining Sector Continue to Suffer.

"August sales & use tax collections from the mining sector were down \$5.3 million (-52.7%) compared to August last year," according to Bainer. Total statewide collections were down \$6.6 million compared to August 2019.

(3) Wyoming Labor Force Numbers Improve for Third Consecutive Month.

"Total nonfarm employment in the state increased by 3,800 in July and the unemployment rate fell to 7.1%, a good sign that the recovery from the Covid-19 recession is continuing on," said Bainer.

See the link below for details.

[Wyoming Insight](#)

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**Dylan Bainer**

Senior Economic Analyst  
State of Wyoming  
Economic Analysis Division  
(307) 777-7221

<https://link.zixcentral.com/u/541f4392/UOb0tY7z6hGBu02nPI9hPQ?u=http%3A%2F%2Feadiv.state.wy.us>

E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.

E-Mail to and from me, in connection with the transaction



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Gillette, Wright, Campbell County  
Fire Protection Joint Powers Board of Directors  
SEPTEMBER 9, 2020  
5:30 p.m.  
Station 1 Community Room

**ATTENDANCE**

Board Members:

_____ Chris Beltz- Chairman	_____ Bruce Brown
_____ Joe Case- Vice-Chair	_____ Jason Hawk
_____ Bill Sims -Sec/Tres	_____ Jeff Boardman
_____ Trent Jones	

INVITED STAFF MEMBERS:

_____ Fire Chief Jeff Bender	_____ Director of Finance Juli Pierce
_____ Deputy Chief JR Fox	_____ Jerrica Sprague/Geneva Wickham
_____	_____
_____	_____
_____	_____

INVITED GUESTS:

_____ Joe Hallock (Stevens, Edwards, Hallock, & Carpenter, P.C.)	
_____ DG Reardon (County Commissioner & Liaison to the Fire Board)	
_____	_____
_____	_____
_____	_____



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
SEPTEMBER 9, 2020 - Discussion/Approval

**1. CALL TO ORDER**

The Meeting was called to order at \_\_\_\_\_ hours  
by \_\_\_\_\_.

**2. PLEDGE OF ALLEGIANCE**

**3. WELCOME AND INTRODUCTIONS**

Guests:

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**4. AGENDA APPROVAL**

**4.1 Business Additions and Deletions**

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**4.2 Approve the Agenda ☺**

**4.3 Approve the Amended Agenda (if needed) ☺**

**5. PUBLIC COMMENTS**



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 SEPTEMBER 9, 2020 - Discussion/Approval

**6. CONSENT AGENDA APPROVAL ITEMS**

**6.1 Regular Board Meeting Minutes**

JOINT POWERS FIRE BOARD  
 MEETING MINUTES  
 August 12, 2020

ATTENDANCE: Bill Sims, Trent Jones, Chris Beltz, Jason Hawk, Bruce Brown, and Jeff Boardman  
 Absent: Joe Case

STAFF and GUESTS: Chief Bender, Comptroller Juli Pierce, Deputy Chief of Operations JR Fox, Admin Assistant Jerrica Sprague. Attorney Joe Hallock, Chief Dale Izatt, Battalion Chief Kate Eischeid along with Jim Williams City Fleet Manager.

1.0 CALL TO ORDER

Board Chairman Chris Beltz called the meeting to order at 1730 hours at the Campbell County Fire Department Station One in Gillette, Wyoming.

3.0 WELCOME AND INTRODUCTIONS

Chairman Beltz introduced the attendees who are listed above under the heading "Staff and Guests".

4.1 BUSINESS ADDITIONS AND DELETIONS

There will be addition of Board Action Items 9.6 to Remove Steve Crichton from Checking account and 9.7 to remove Bill Shank as Bookkeeper of checking account at First National Bank.

4.2 AGENDA APPROVAL

• Motion Jeff Boardman moved, seconded by Bill Sims, to approve the meeting agenda as amended.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

5.0 PUBLIC COMMENT

6.0 APPROVE CONSENT AGENDA

• Motion Bruce Brown moved, seconded by Bill Sims, to approve the Consent Agenda.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

7.1 MANUAL CHECKS



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 SEPTEMBER 9, 2020 - Discussion/Approval

☛ Motion Jason Hawk moved, seconded by Trent Jones, to approve payment of the Manual Checks totaling \$149,421.55.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

8.1 FINANCIAL AND POLICY REVIEW

8.1.1 CASH POSITION

Comptroller Pierce this is the first month of new Fiscal Year. We have received 1<sup>st</sup> quarter payment from the City, County, and town of Wright along with a Capital payment form the Town of Wright. We also received all the months in this Fiscal year from USDA for Station 9 rental, two Regional Response payments for incident response, VFIS insurance check for old Engine 5 repairs and some recycling money Finished month out at \$2,035,718.12

Vehicle Depreciation Account Unencumbered Funds \$4,384,776.91

The only thing that was not encumbered that we had not paid for yet was the Hazmat Truck that was out for Bid. Board Member Bruce Brown had question about the money in the account and why that balance is so high. There was discussion about how and why this money is there and the timeline and process with purchasing new apparatus.

Facilities Maintenance Unencumbered Funds \$50,677.90

Equipment Replacement Unencumbered Funds \$502,837.52

8.1.2 JOURNAL ENTRIES

Director of Finance Pierce presented journal entries done from Jan – June 2020.

8.1.3 FY 2020-2021 BUDGET VS ACTUAL

It is the first month of the fiscal year so nothing major out there. Under Computer Contract Fees that was for two months' worth of payments. Staff Development Training Target Solutions was an annual renewal. The Vehicle Maintenance is about two months' worth but nothing major just a lot at one time. Project Fires we have sent out fires to other counties and that is the salary we will have coming back to us. COVID expenses spent so far this year. We have received one grant and are looking for another to help cover supplies that are needed just for COVID purposes.

8.1.4 POLICY REVIEW

Chief Bender went over the PPE and Uniform Procedure. The Clothing Allowance Procedure documents more specifically what can be purchased and covered and the limits on each of those items. There is a \$300 maximum per year.

8.2.1 CALL REVIEW

Chief Bender said the real item that would jump out is the 22% fires. That is wildland season numbers showing in the graph. It is a pretty busy time and we have had good response and a lot of participation from our Rural firefighters.

8.2.2 TRAINING REPORT



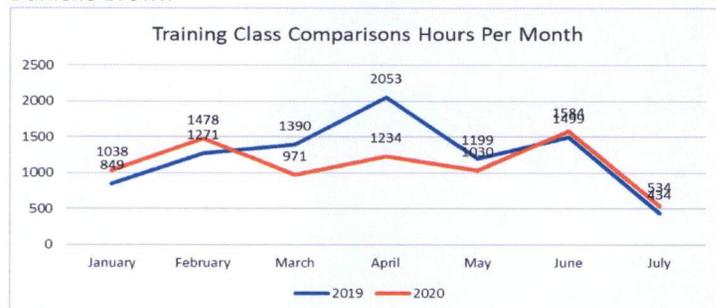
Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
SEPTEMBER 9, 2020 - Discussion/Approval

July Training Highlights

During July 105 training classes were held. 534 hours of training was recorded with 287 participants. Department wide training for the month of July focused on water supply, tender operations, and relay pumping from static sources. Station training was scheduled for July in preparations for the annual Benchmark skills assessments in August.

Certifications Issued

State of Wyoming Apparatus Driver Operator – Pumper  
Danielle Brown



8.2.3 FACILITY UPDATE/ GENERAL INFORMATION

Chief reported in terms of administrative highlights we did recruitment and have the Training Captain position assigned and will be starting the 17<sup>th</sup> of August. The Board and the Commissioners asked that Chief follow up with the Town of Wright. Chief attended meeting Monday night. They were very much in support of the action that was taken by the Board.

The state fire acct to date we have probably put greater than \$100,000.00 worth of aircraft work in service. Normally an EFSA fire would be on us but now we have that insurance. There are not the same state resources available to us this year as far as state and hand crews. Due to COVID, we are getting the aircraft this year for the first 12 hours at no-cost, so we are certainly leveraging that.

Engine 9 should go down to Wright this week. The repairs have been completed and it is back from manufacturer and ready to go into service.

We do have two firefighter positions open. The new hire in the organization will be an entry level firefighter position. The County requires any position to come before them so we will be meeting with them on the 18<sup>th</sup>. We should be able to move quickly to fill the vacancy due to having an active list to hire from. We also had a resignation down at Station 9 in Wright so that is the second position. These are currently budgeted positions.

Station 9 and facility updates. The last foundation report shows that things have stabilized. Public Works will be going through the pipes with camera to get a better look to see if there is a repair or not to make.

The last two years of hailstorms we have received between 2 and 300,000.00 in insurance money for roof work. Public Works has recommended having a design architect oversee the repair project. They want roofs replaced back to the original spec design. The recommendation is that the architect help put out the bid specs. Chairman Beltz will send survey out to try to vote on the Fall Board workshop.

9.0 BOARD ACTION ITEMS



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
SEPTEMBER 9, 2020 - Discussion/Approval

9.1 SURPLUS SAWS

☛ Motion Bills Sims moved, seconded by Jason Hawk, to approve the Fire Department to surplus saws listed.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.2 OVERTIME ADMINISTRATIVE/MAINTENANCE PERSONNEL POLICY

☛ Motion Bruce Brown moved, seconded by Bill Sims, to approve the Overtime Administrative/Maintenance Personnel Policy.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.3 OVERTIME OPERATIONS PERSONNEL POLICY

☛ Motion Bill Sims moved, seconded by Jeff Boardman, to approve the Overtime Operations Personnel Policy.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.4 SHIFT TRADE POLICY

☛ Motion Bill Sims moved, seconded by Trent Jones, to approve the Shift Trade Policy.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.5 2019-2020 BUDGET VS. ACTUAL TRANSFERS

☛ Motion Bruce Brown moved, seconded by Bill Sims, to approve 2019-2020 Budget Transfers.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.6 REMOVE STEVE CRICHTON FROM BANK ACCOUNT.



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
SEPTEMBER 9, 2020 - Discussion/Approval

☛ Motion Bill Sims moved, seconded by Jason Hawk, to approve the removal of former board member Steve Crichton from the bank account.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.7 REMOVE BILL SHANK AS BOOKKEEPER FROM BANK ACCOUNT.

☛ Motion Bill Sims moved, seconded by Jason Hawk, to approve the removal of former Fire Chief Bill Shank as bookkeeper from the department bank account.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

12.0 ADJOURNMENT

☛ Motion Bill Sims moved, seconded by Trent Jones to adjourn meeting at 1820 hours.

Chris Beltz	yes	Bruce Brown	yes
Bill Sims	yes	Trent Jones	yes
Joe Case	absent	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

Respectfully Submitted,

\_\_\_\_\_  
Chairman Chris Beltz

\_\_\_\_\_  
Attest: Juli Pierce



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
APPROVAL OF EXPENDITURES  
SEPTEMBER 9, 2020 - Discussion/Approval

## 6.2 Monthly Expenditures

Campbell County Fire Department  
Check Run **MONTH/YEAR**

(Will be submitted at the Board Meeting)



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
APPROVAL OF EXPENDITURES  
SEPTEMBER 9, 2020 - Discussion/Approval

## 7. EXPENDITURE APPROVAL

### 7.1 Approval of Manual Checks 🍁

#### MANUAL CHECKS:

IRS	355	\$18,150.35
IRS	529	\$2,174.79
IRS	737	\$17,899.77
IRS	822	\$1,479.29
FIRST NATIONAL	888	\$19.95
BLACK HILLS ENERGY	59075	\$1,075.13
RODERICK BLIZZARD	59076	\$151.50
CAMPBELL CO TREASURER	59077	\$3,462.83
CDW GOVERNMENT INC	59078	\$3,338.41
DIVISION OF CRIMINAL INVESTIGATION	59079	\$507.00
DICKEY,ROB	59080	\$23.97
FIRST NATIONAL BANK	59081	\$1,200.00
HAUBER,RICHARD J	59082	\$838.00
JACOB E MILLARD	59083	\$151.50
ORCHARD TRUST	59084	\$1,693.00
WESTERN WASTE SOLUTIONS INC	59085	\$197.00
GEORGE WHITE	59086	\$151.50
WYOMING CHILD SUPPORT ENFORCEMENT	59087	\$839.70
CENTURY LINK	59088	\$1,012.01
CHARTER COMMUNICATIONS OPERATING LLC	59089	\$163.79
WEBPROS MEDIA	59090	\$129.00
CC HBTA DENTAL	59165	\$2,804.52
CC HBTA HEALTH INSURANCE	59166	\$52,672.53
DELTA DENTAL PLAN OF WYOMING	59167	\$95.48
HM LIFE INSURANCE CO	59168	\$11,678.47
VISION SERVICE PLAN	59170	\$496.91
CC HBTA HEALTH INSURANCE	59171	\$1,526.75
CAMPBELL CO COMMISSIONER	59172	\$5,849.01
CAMPBELL CO TREASURER	59173	\$3,462.83
GALLAGHER BENEFIT SERVICES	59174	\$1,079.28
ORCHARD TRUST	59175	\$1,693.00
PRIME RIB RESTAURANT	59176	\$1,116.00
WYOMING CHILD SUPPORT ENFORCEMENT	59177	\$839.70
		<hr/>
		\$137,972.97



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
BOARD REVIEW/FYI ITEMS  
SEPTEMBER 9, 2020 - Information/Review

## 8. BOARD REVIEW/FYI ITEMS

### 8.1 Financial and Policy Review

#### 8.1.1 Cash Position

**Campbell County Joint Powers Fire Board**  
**Cash Balance**  
**as of 08/31/2020**

<b>Beginning Balance as of 08/01/2020</b>		<u><u>\$2,035,718.12</u></u>
<b>Revenues:</b>		
<b>Misc: Income</b>		\$45,011.04
VFIS - Hail damage claims	\$4,266.80	
VFIS - Hail damage claims	\$140.00	
VFIS - Hail damage claims	\$989.03	
VFIS - Hail damage claims	\$5,184.35	
VFIS - Hail damage claims	\$4,639.49	
VFIS - Hail damage claims	\$202.25	
VFIS - Hail damage claims	\$318.00	
VFIS - Hail damage claims	\$1,144.00	
VFIS - Hail damage claims	\$488.11	
VFIS - Hail damage claims	\$81.25	
VFIS - Hail damage claims	\$2,297.19	
VFIS - Hail damage claims	\$16,601.46	
VFIS - Hail damage claims	\$2,431.25	
VFIS - Hail damage claims	\$245.07	
VFIS - Hail damage claims	\$919.50	
VFIS - Hail damage claims	\$2,181.82	
VFIS - Hail damage claims	\$941.81	
VFIS - Hail damage claims	\$946.72	
VFIS - Hail damage claims	\$902.94	
JOHN SULLIVAN - reimb	\$90.00	
<b>Capital &amp; Operating Funds</b>		\$3,305.02
CITY OF GILLETTE	\$1,652.51	
C C TREASURER	\$1,652.51	
<b>Interest</b>		\$108.02
<b>Total Revenue</b>		<b>\$48,424.08</b>
<b>Balance before Disbursements</b>		<b>\$2,084,142.20</b>
<b>Disbursements:</b>		



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
BOARD REVIEW/FYI ITEMS  
SEPTEMBER 9, 2020 - Information/Review

Accounts Payable Approved at 08/12/2020 Board Meeting	\$299,286.44
Manual Checks	\$137,972.97
Payroll	\$184,174.22
<b>Total Disbursements</b>	<b>\$621,433.63</b>
<b>Ending Balance as of 08/31/20</b>	<b><u>\$1,462,708.57</u></b>



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 BOARD REVIEW/FYI ITEMS  
 SEPTEMBER 9, 2020 - Information/Review

**Joint Powers Fire Board  
 Vehicle Depreciation Account  
 FY2020-2021**

	<b>7/1/2020</b>
<b>Balance as of:</b>	
<b>7/1/2020 Wyostar Balance - Fire Vehicle Depreciation Account</b>	<b>\$ 5,259,776.91</b>
Town of Wright Contribution to Wyostar Account	-
City of Gillette Contribution to Wyostar Account	250,000.00
Campbell County Contribution to Wyostar Account	-
Sale of Fire Vehicles	51,243.71
Payment to Fire Department	
Payment to Fire Department	-
FY2020 Interest:	
July 2020	1,917.82
<b>7/31/2020 Ending Balance</b>	<b><u>\$ 5,562,938.44</u></b>
<b>Encumbered Funds</b>	
<b>Contributions Campbell County &amp; Town of Wright</b>	255,050.00
Hazmat Truck - Bid Accepted (Approved 2019-2020	
Year)	(875,000.00)
Rescue 9	(400,000.00)
Brush Truck -Rpl B54	(275,000.00)
Brush Truck -Rpl B82	(275,000.00)
	<b><u>\$ (1,569,950.00)</u></b>
<b>7/31/2020 Unencumbered Funds</b>	<b><u>\$ 3,992,988.44</u></b>

**Joint Powers Fire Board  
 CCFD Facilities Maintenance  
 FY2020-2021**

	<b>7/1/2020</b>
<b>Balance as of:</b>	
<b>7/1/2020 Wyostar Balance - CCFD Facilities Maintenance Account</b>	<b>\$ 50,677.90</b>
Town of Wright Contribution to Wyostar Account	-
City of Gillette Contribution to Wyostar Account	24,750.00
Campbell County Contribution to Wyostar Account	-
Payment to Fire Department	-
FY2020 Interest:	
July 2020	22.22
<b>7/31/2020 Ending Balance</b>	<b><u>\$ 75,450.12</u></b>



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 BOARD REVIEW/FYI ITEMS  
 SEPTEMBER 9, 2020 - Information/Review

**Joint Powers Fire Board**  
**CCFD Equipment Replacement**  
**FY2020-2021**

Balance as of:	7/1/2020
<b>Wyostar Balance - CCFD Equipment Replacement</b>	
<b>7/1/2020 Account</b>	502,837.52
Town of Wright Contribution to Wyostar Account	-
City of Gillette Contribution to Wyostar Account	123,750.00
Campbell County Contribution to Wyostar Account	-
Payment to Fire Department	-
FY2020 Interest:	
July 2020	199.52
August 2020	-
<b>7/31/2020 Ending Balance</b>	<b>626,787.04</b>

**8.1.2 FY 2020-2020 Budget vs. Actual Statements**

**Budget Vs Actual - CCFD**  
 CAMPBELL COUNTY FIRE DEPT

	Budget	2020	Variance	% LEFT
<b>Appropriations:</b>				
Campbell County Appropriation	3,480,000	913,253	(2,566,747)	(73.76%)
City of Gillette Appropriation	2,400,000	629,830	(1,770,170)	(73.76%)
Town of Wright	120,000	31,491	(88,509)	(73.76%)
<b>Total Appropriations</b>	6,000,000	1,574,574	(4,425,426)	(73.76%)
<b>Fees, Donations &amp; Misc:</b>				
Training Center Rental Fees	4,000	(300)	(4,300)	(107.50%)
<b>Total Fees, Donations &amp; Misc</b>	4,000	(300)	(4,300)	(107.50%)
<b>Other Income:</b>				
Interest Earned	1,000	266	(734)	(73.38%)
WYOSTAR Interest	0	2,140	2,140	0.00%
Miscellaneous Income	0	6,386	6,386	0.00%
Cash Carry Over	132,913	0	(132,913)	(100.00%)
<b>Total Other Income</b>	133,913	8,792	(125,121)	(93.43%)



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 BOARD REVIEW/FYI ITEMS  
 SEPTEMBER 9, 2020 - Information/Review

<b>Total Revenues</b>	<b>6,137,913</b>	<b>1,583,066</b>	<b>(4,554,847)</b>	<b>(74.21%)</b>
<b>Gross Profit</b>	<b>6,137,913</b>	<b>1,583,066</b>	<b>(4,554,847)</b>	<b>(74.21%)</b>
<b>Salary Expenses:</b>				
Salaries	2,288,125	280,160	2,007,965	87.76%
Wellness Incentive Payments	4,500	0	4,500	100.00%
Maintenance Overtime	5,000	934	4,066	81.33%
Suppression Overtime	70,000	20,544	49,456	70.65%
Project/Meeting Overtime	10,000	1,044	8,956	89.56%
Shift Coverage OT	100,000	21,367	78,633	78.63%
Training Overtime	20,000	2,625	17,375	86.87%
Part-time Temporary (Seasonal)	90,000	41,436	48,564	53.96%
Part Time Pay	175,000	21,414	153,586	87.76%
<b>Total Salary Expenses</b>	<b>2,762,625</b>	<b>389,525</b>	<b>2,373,100</b>	<b>85.90%</b>
<b>Employee Taxes &amp; Benefits:</b>				
Tax Expenditures	203,790	12,567	191,224	93.83%
Benefit Expenditures	1,393,247	198,100	1,195,147	85.78%
Part Time Retirement	12,000	2,569	9,431	78.59%
<b>Total Employee Taxes &amp; Benefits</b>	<b>1,609,037</b>	<b>213,235</b>	<b>1,395,802</b>	<b>86.75%</b>
<b>Total Employee Salaries &amp; Benefits</b>	<b>4,371,662</b>	<b>602,760</b>	<b>3,768,902</b>	<b>86.21%</b>
<b>Administration Expenses:</b>				
Board Expenses - JPFB	3,500	303	3,197	91.34%
Legal Counsel	35,000	1,500	33,500	95.71%
Software Yearly Fees	15,000	1,507	13,493	89.95%
Computer Contract Fees	80,000	15,000	65,000	81.25%
Other Professional Services	5,000	2,415	2,585	51.71%
Criminal Background Checks	2,400	1,053	1,347	56.13%
Medical Physicals	35,000	1,161	33,840	96.68%
Wellness Program	3,500	0	3,500	100.00%
Legal Notices	1,000	13	987	98.69%
Postage and Freight	2,500	755	1,745	69.81%
Office Supplies - STA 1	23,000	2,280	20,720	90.09%
Supplies - Pub Ed	10,000	272	9,728	97.28%
Firefighter Recognition	15,000	270	14,730	98.20%
Volunteer Recruitment and Retention	15,000	528	14,472	96.48%
Staff Development - Administration	6,000	0	6,000	100.00%
Community Investment	1,000	0	1,000	100.00%
Insurance / General Liability	215,000	69,178	145,822	67.82%



# Campbell County Public Land Board Meeting

## Agenda

**DATE:** Thursday, September 10, 2020

**TIME:** 6:30 PM

### AGENDA

1. CALL TO ORDER/ATTENDANCE
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES
  - A. August 13, 2020 CCPLB Board Meeting (**ATTACHMENT "A"**)
4. CONSENT AGENDA
  - A. Approval of Warrants (**ATTACHMENT "B"**)
5. CITIZEN INPUT
6. CONSTRUCTION REPORT/UPDATE
  - A. CMAR Report
  - B. Major Hail Claim
7. BOARD PROCESS
  - A. Touch of Gold Wrestling Club
  - B. Lease – Digital Billboard
  - C. SLIB Grant Resolution
  - D. Ticket Office Gift Cards
8. OPERATIONS REPORT/UPDATE
  - A. Items GM Jeff Esposito and team will discuss:
    - i. General Managers Report (**ATTACHMENT "C"**)
      - a. Events – Janell
      - b. Operations – Will
      - c. Finance – ReNae
9. MATTERS FOR NOTING
  - A. Correspondence:
    - i. None
  - B. Board Calendar
    - i. Upcoming Board Meetings
      - a. October 8, 2020 at 6:30 PM (Workshop begins at 6 PM)
      - b. November 12, 2020 at 6:30 PM (Workshop begins at 6 PM)
    - ii. Other Meetings/Events
      - a. None
10. ADJOURNMENT



## CCPLB MEETING MINUTES: August 13, 2020

### ATTENDEES

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

**LEGAL COUNSEL:** Frank Stevens

**STAFF:** Jeff Esposito, Will Hastreiter, ReNae Keuck, Janell Paris, Heather Kuhrt, Pam Altenberg

**GUESTS:** *Nathan McLeland City Council Liaison, Gregory Hasmon, Gillette News Record, Casey Campbell, County 17, Mary Silvernell, Lodging Tax PAC, Jessica Seders, CCCVB (Campbell County Convention and Visitors Bureau).*

### 1. CALL TO ORDER

Campbell County Public Land Board Meeting was held on August 13, 2020, at CAM-PLEX. The meeting began at 6:33 PM.

Meeting was presided over by Chairman Don Hamm.

### 2. APPROVAL OF CCPLB AGENDA

#### A. To approve the August 13, 2020 agenda as presented

Motion: To approve the agenda as presented

Moved: Mr. Quintana

Second: Ms. Camblin

Vote: Motion passed unanimously.

### 3. APPROVAL OF MINUTES

#### A. To approve the July 9, 2020, CCPLB Meeting Minutes

Motion: To approve July 9, 2020 Board Meeting minutes as presented

Moved: Ms. Gross

Second: Mr. Edmonds

Vote: Motion passed unanimously.

#### B. To approve the July 9, 2020, CCPLB Executive Session Meeting Minutes

Motion: To approve July 9, 2020 Executive Session Meeting minutes as presented

Moved: Mr. Quintana

Second: Ms. Gross

Vote: Motion passed unanimously.

### 4. CONSENT AGENDA; APPROVAL OF WARRANTS

The Warrants for the August 13, 2020 meeting were reviewed.

- July 2020 Accounts Payable Voucher Numbers 49934 – 50023 (General Fund/Special Events) in the amount of \$1,400,768.50

- July 2020 Manual Purchase Order Numbers 10515 - 10529 in the amount of \$122,829.56

- July 2020 Payroll Warrants in the amount of \$140,879.86 for the period of 6/21 – 7/25/2020

DISCUSSION: None

Motion: To approve the warrants as presented

Moved: Ms. Gross

Second: Mr. Pownall

Vote: Motion passed unanimously.

## 5. CITIZEN INPUT

DISCUSSION: None

## 6. CONSTRUCTION REPORT/UPDATE

### A. Monthly construction update from Trevor Larson, *Van Ewing Construction*:

DISCUSSION: Interiors Upgrade: **Energy Hall**: Final operable partitions were installed. City of Gillette has signed off on the Energy Hall portion of work. Final Punch list items from Arete Design are to be completed.

**Heritage Center**: Damaged glass for mezzanine guardrail has been replaced, handrails and top rail of glass have been installed. Owner training to be scheduled. As-Built drawings and Operations and Maintenance manuals are in progress.

### B. Hail damage update from Trevor Larson, *Van Ewing Construction*:

DISCUSSION: Asphalt shingling is in progress for smaller outbuildings. Infield announcer's stand has been repainted and window replaced. The destroyed check-in shed has been fabricated and is awaiting siding type decision. Roofing/siding information was provided to Insurance for review and has been accepted to move forward. Notice of Intent and to Proceed ready to be submitted to subcontractors upon approval of insurance. The Board discussed options to cut insurance premium costs. Mr. Pownall requested Mr. Esposito look at cost of self-insuring stalls and more meaningful buildings.

## 7. BOARD PROCESS

### A. Renewal Process of Lease Agreements

DISCUSSION: Mr. Stevens recommended no changes to lease agreements to provide more consistency for contracting purposes.

## 8. OPERATIONS REPORT/UPDATE

### A. Executive Director Report:

- a. Executive Director Mr. Esposito reported he is pursuing Touch of Gold Wrestling Club in efforts to launch a locally owned wrestling tournament. Wrestling tournaments would require around \$60K investment. Events such as this, would promote great economic development. The uncertainty of the economy for the next couple years – events such as this would keep local kids from missing out. These types of events will detour negative flow for people traveling out of town and keep money local. The Board asked Mr. Esposito to bring estimates for a set of mats to the next meeting. Mr. Esposito reported mats could also be used for grappling, jujitsu, etc. Ms. Camblin would like a representative to come and speak to board at an upcoming meeting. Vice-Chairman Quintana would like to keep things local and is interested in entertaining this idea. Previous wrestling tournament was sponsored by a Denver business which took money out of community.

**b. Events – Janell**

Director of Sales & Marketing, Ms. Janell Paris, reported the challenges of booking events due to COVID-19. The uncertainty of vendors and traveling issues faced by artists have the upcoming theater season nearly non-existent. Members of the Marketing team met with Randy Bury at Public Health, familiarizing him with different events in effort to help customers get variances. The Marketing team also met with CVB to collaborate rebranding. Katie Jackson, photographer, will take photos of where event locations as well as photos of when events are in process. Booklet advertising money will be used for photographer fees to promote events. Ungerboeck training for certification is free until December. The Marketing Team is using creativity to diversify.

**c. Operations – Will**

Director of Operations, Mr. Will Hastreiter, reported the enormous effort by CAM-PLEX staff which resulted in the success of the county fair. Employees stepped up and helped in areas outside the norm. These efforts resulted in less overtime than what was expected. Mr. Hastreiter updated the Board on the status of the The Wyoming Honor and Conservation Camp, which supplies inmate labor, is currently shut down due to Covid-19. The Honor Camp will be in contact with Mr. Hastreiter when they get clearance to resume helping.

**d. Finance – ReNae**

Director of Finance, ReNae Keuck, reported the summary report for June's review is still in draft status but does show through the end of June. Money left over – did not dip into cash carry over. The money will carry forward as well as be added to whatever is left. Tyler (Munis Software) will go live October 1. Chart of accounts is complete, and the legacy system is in place. Ms. Keuck presented an overview of these items to CAM-PLEX administration. ReNae is exploring creative ideas to help retain employees. Mr. Pownall supports video commuting. Ms. Gross reported on CARES money: Diane Shober, State Office of Tourism, says the state has set aside money for Destination CVB, which did get qualified for their share of cares monies, but the state is not passing anything through. No direct benefit available for payroll. 90% of money goes to marketing, sharing marketing materials is more than indirect benefit. Wyoming applies through the business council who handles non-profit – SLIB Board handles government entities. Rock Springs was able to apply because of 501C3 foundation which CAM-PLEX is not. Mr. Pownall directed CAM-PLEX to apply and make the state deny funding, then continue to explore other funding options. Mr. Esposito reports CAM-PLEX did apply in first round and they have been consistently told no. Jessica Howard, Performing Arts Manager, is exploring various options for grant money. Elected officials should be contacted and asked to send information to the state for funding help. Ms. Camblin would like to explore 501C3 set up as a separate entity as well as searching for other available funding options.

## 9. MATTERS FOR NOTING

A. **Correspondence:** None

B. **Board Calendar:**

i. Upcoming Board Meetings:

- a. September 10, 2020, at 6:30 PM (Workshop begins at 6 PM)
- b. October 8, 2020, at 6:30 PM (Workshop begins at 6 PM)

ii. Other meetings/events: None

## ADJOURNMENT

Meeting adjourned at 7:24 pm.

## MINUTES PREPARED BY

Pam Altenberg, August 14, 2020

## MINUTES APPROVED BY

**SECRETARY:**

[Campbell County Public Land Board] \_\_\_\_\_  
(Signature & Date)



**ATTACHMENT B**

**CCPLB MEMBERS WILL BE E-MAILED**

**WARRANTS**

**FOR THIS MONTH'S**

**APPROVAL**

**PRIOR TO MEETING.**

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# CAM-PLEX MANAGEMENT REPORT

September 3, 2020

## EVENTS

- The State health orders in response to COVID-19 are extended without change through September 15. Indoor groups are limited to 250 people, while outdoor groups are limited to 50-percent capacity not to exceed 1,000 people.
- East Pavilion is set for the 38th Annual Fizz Bomb Barrel Race Classic. The event actually uses most of the available grounds to warmup horses before the event.
- Heather is asking local members of state associations to recommend CAM-PLEX as a meeting location. She's had some initial success obtaining introductions to the Wyoming Non-Profit Network, Wyoming Press Association, and Wyoming Optometric Association.
- Weddings, weddings, and more weddings. There are two weddings receptions on Saturday. One in Energy Hall, the other in the Heritage Center Theater. Here are a couple of photos during this morning's setup.



- We launched a series of digital broadcast events in the Heritage Center Theater. There are four shows scheduled. The shows are a great way to supplement live performances and bring shows that normally do not route through the area. The shows include:
  - 42<sup>nd</sup> Street – August 30
  - One Man, Two Guvnors – September 26
  - Frankenstein – October 10
  - All My Sons – November 13
- Given our digital projection capability in the theater, we are considering launching themed movie weekends and private movie events.

## RENOVATION

- The renovation project in Energy Hall is just about complete. We are missing some trim pieces to the glass railing in the theater, and a few small odds and ends. The CMAR is working through the last punch list items.

## HUMAN RESOURCES

- Benefit open enrollment is scheduled for October 15 at CAM-PLEX. Employees will enroll in benefits beginning January 1, 2021.

## FACILITIES

- The maintenance department painted the breezeway between East and Central Pavilion. It looks terrific. This is a great example how a low-cost improvement can dramatically change the look of the facility.

## FINANCIAL & PRODUCTIVITY

- The SLIB added some language to CARES Act funding (frequently asked questions section) which gives us the opportunity to apply for funds.

*May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?*

*Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund. Tyler Update – ReNae worked with a consultant on Accounts Receivable and General Billing setup. Gina worked with a consultant on payroll setup. We will begin testing next week in our train database. ReNae created an Excel report using Power Query for the County to use in their budgeting process.*

Thank you.