



**CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.**

**Tuesday, September 15, 2026
6:00 PM**

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Invocation
2. Pledge of Allegiance led by the Civil Air Patrol Cadets.

C. APPROVAL OF GENERAL AGENDA

D. APPROVAL OF CONSENT AGENDA

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a member of Council so requests, in which case, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

1. **Regular Meeting Minutes - September 1, 2026**
Executive Session Meeting Minutes - September 1, 2026

Staff Reference: Jennifer Toscana, Public Affairs Director

2. **Bills and Claims**

Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

F. COMMENTS

Council:

Liaison:

Written:

Other - Comments:

G. PROCLAMATIONS / PRESENTATIONS

1. **A Proclamation Designating September 2026 as *Suicide Awareness and Prevention Month*.**
~ Teddric Walker, Campbell County Prevention Specialist

Staff Reference: Michael H. Cole, City Administrator

2. Urban Renewal Authority Presentation - Mark Christensen, AVI Consultants

Staff Reference: Michael H. Cole, City Administrator

H. UNFINISHED BUSINESS

I. NEW BUSINESS

- 1. Council Consideration of a Special Event Permit on Sinclair Street, Enzi Drive, College Drive, Slate Street, and Christinck Ave on September 21, 2026 from 4:30 p.m. to 5:15 p.m. for Thunder Basin High School's Homecoming Parade, Requested by Devin Wells.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- 2. Council Consideration of a Special Event Permit on Gillette Avenue on September 23, 2026 from 4:30 p.m. to 5:30 p.m. for Campbell County High School's Homecoming Parade, Requested by Joshua Dillinger.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- 3. Council Consideration to direct the Interim Police Chief to sign the Internet Crimes Against Children (ICAC) Task Force Officer Contract in the amount of \$75,000.**

Staff Reference: Brent Wasson, Interim Chief of Police

- 4. Council Consideration of a Resolution Adopting a Travel and Expense Reimbursement Policy for Elected Officials.**

Staff Reference: Michael H. Cole, City Administrator | Michelle Henderson, Finance Director | Sean Brown, City Attorney

5. ORDINANCE 1ST READING

Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of a 20-Foot-Wide General Utility Easement, as Recorded in Book 5 of Plats, Page 122-123, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

6. ORDINANCE 1ST READING

Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of an Access and General Utility Easement, as Recorded in Book 5 of Plats, Page 164-165, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

J. PUBLIC HEARINGS AND CONSIDERATIONS

1. **A Public Hearing to Consider an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for Lot 2, Chara Hill Estates, Phase III; City of Gillette, Campbell County, Wyoming, from R-S, Suburban Residential District to C-O, Office and Institutional District, per the attached Exhibit. (Planning Commission Vote: 4/0)**

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

2. **ORDINANCE 1ST READING**

Council Consideration of an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for Lot 2, Chara Hill Estates, Phase III; City of Gillette, Campbell County, Wyoming, from R-S, Suburban Residential District to C-O, Office and Institutional District, per the attached Exhibit. (Planning Commission Vote: 4/0)

Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

K. PUBLIC COMMENT

The purpose of Public Comment is for the Council to receive thoughts, suggestions, and concerns from our citizens. To this end, the Council will not engage in any discussion with individuals presenting Public Comment; nor will the Council engage in discussion amongst itself during the Public Comment Period. The reason for this is to treat each presenter and the ideas presented with due respect. Many of the ideas presented will require time for careful consideration, review, and discussion with City Staff. After such time, the Council may respond to matters raised during Public Comment at an appropriate time and setting.

1. **Council Meeting Safety & Public Meeting Rules.**

Staff Reference: Michael H. Cole, City Administrator

L. ADMINISTRATOR'S REPORT

M. EXECUTIVE SESSION

N. ADJOURNMENT



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2026**

TITLE:

Invocation



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2026**

TITLE:

Pledge of Allegiance led by the Civil Air Patrol Cadets.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Regular Meeting Minutes - September 1, 2026
Executive Session Meeting Minutes - September 1, 2026

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[260901 Regular Meeting](#)

A Regular Meeting of the City Council was held on Tuesday the 1st day of September 2026, in the City Hall Council Chambers.

Present were Councilmembers Carsrud, McLeland, Gross, Clary, West, and Mayor Lundvall; City Administrator Cole; City Attorney Brown; Interim Chief of Police Wasson; Directors Henderson, Muzzarelli, Pilon, Toscana, Wasson, and Wilde; Police Captain Alger, Police Captain Vos; and City Clerk Allen.

Invocation and Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Reverend Philip Jones of Roadway Alliance.

Approval of General Agenda

Councilmember Clary made a motion to approve the General Agenda; seconded by Council President Gross. All voted aye. The motion carried.

Approval of Consent Agenda

Minutes

Special Meeting Minutes (Reception for Police Chief Candidates) - August 12, 2026

Regular Meeting Minutes - August 18, 2026

Bills and Claims

Aqua Tools Inc, 2,805.00; Absolute Auto, LLC, 232.80; Agosto Holdings, LLC, 11,463.66; Air Tech Inc, 3,044.30; AlSCO, 1,538.06; American Track Generations LLC, 575.90; Anixter Power Solutions, 5,340.89; Apex Mechanical, LLC, 205.62; Architectural Specialties LLC, 4,584.48; Arete Design Group, 6,757.92; Arrow Printing And Graphics Inc, 385.00; Atlas Office Products, 627.50; Baker Hughes, A Ge Company, LLC, 1,771.00; BCS Insurance Company, 386.87; Best Out West, 3,660.00; Big Horn Tire Inc, 7,889.49; Bighorn Hydraulics Inc, 55.80; BJ Nelson Inc/Nelson Auto Glass, 65.00; Black Cat Construction LLC, 19,202.00; Black Hills Energy, 6,009.03; Black Hills Power & Light, 342,556.27; Black Hills Power & Light, 149,943.01; Black Hills Wyoming LLC, 324,334.99; Blue Cross Blue Shield Of Wyoming, 66,231.28; Blue Cross Blue Shield Of Wyoming, 88,289.63; Bob Cat Of Gillette, 1,928.25; Border States Electric, 8,404.50; Bowden, Lauren, 82.68; Butler, Landon, 298.61; Campbell County Hospital District, 6,445.00; Campbell County Public Land Board Cam-Plex, 1,038.33; Campbell County Sheriff, 6,300.00; Campbell, Cassidy, 96.31; Canyon Systems Inc, 2,399.45; Car-Knack Inc, 2,082.44; CBH Co-Op, 37,788.20; CDW Government Inc, 1,490.60; CenturyLink, 130.44; City Clerk Office, 3,100.00; City Clerk Office, 4,596.35; City Clerk Office, 5,076.66; City Of Gillette, 121.16; City Of Gillette - Petty Cash, 212.98; Clean Cut Tree Service, 1,250.00; Collection Professionals Gillette, 1,243.34; Commission On Accreditation For Law Enforcement, 3,978.00; Communication Technologies Inc, 1,776.00; Computershare Trust Company, N.A., 2,750.00; Core & Main, 1,246.76; Courtney Lorraine Fulginiti, 150.00; Dads Truck and Auto LLC, 910.56; Dailey, Tiffany, 11.85; Dana Safety Supply, 10,935.97; David Strickland, 178.60; Delta Dental Of Wyoming, 29,763.05; Department Of Energy, 88,728.57; Dowl LLC, 4,679.50; Energy Laboratories Inc, 850.50; Eric Weltmer, 430.49; Fairbanks Scales Inc, 4,428.90; Falcon Construction, LLC, 58,900.00; Ferguson Us Holdings, Inc, 8,749.44; Frandson Safety Inc, 870.00; G and G Landscaping Inc, 96,456.59; Gallagher Benefit Services, Inc, 165.00; Galls, An Aramark Company, 281.71; Garney Companies, 71,880.14; George Dingfelder, 1,868.69; Gillette Community College District, 6,400.00; Gillette Contractors Supply Inc, 38,141.81; Gillette Steel Center, 12.00; Glenn Construction, LLC, 87,330.56; Gonzalez, Rogelio, 102.21; Goose Holdco, L.P., 600.00; Goose Holdco, L.P., 10,972.44; GovConnection, 517.91; Greiner Motor Company, 1,379.70; Grossenburg Implement Incorporated, 40.74; Gunderson, Ashley, 36.55; HealthEquity, Inc., 1,381.32; HealthEquity, Inc., 1,470.78; HealthEquity, Inc., 966.84; Henderson, Aurora, 66.56; Heritage Landscape Supply Group Inc, 240.80; Hillcrest Spring Water Inc, 180.00; Homax Oil, 294.50; Horst, Michelle, 237.91; Hughes Fire Equipment, Inc., 941.28; Industrial Products MFG Inc, 10,701.90; Interstate Power Systems Inc, 1,651.65; Jackson Group Peterbilt, 1,492.77; Jeff Blystone, 2,328.04; Jenner Equipment Co, 214.15; Jennings, Francis, 113.21; Joe Johnson Equipment, LLC, 1,440.89; Joe's Plumbing & Heating Inc, 557.00; Karen's Delivery Service, 78.00; Keyhole Broadcasting, 142.59; Keyhole Broadcasting, 211.16; KLJ Engineering LLC, 3,165.84; Korterra Inc, 9,871.34; LexisNexis Matthew Bender, 722.46; Lezlie Kingsigner, 1,200.00; Mayberry, Karter, 160.62; MCM General Contractors, 96,354.85; Mid West Pest Management, 9,867.15; Midland Implement Co Inc, 248.23; Midwest Connect LLC, 7,500.00; Moore, Terri & Chuck, 418.22; Morrison Maierle Inc, 42,256.50; Motorola Government Markets Sales, 28,436.15; Mt View Apts, 2-0091, 142.60; Municipal Treatment Equipment, 3,124.01; Myers, Abigale, 53.38; Nannemann, Amy, 75.68; Navari, 9,264.15; New Vision Auto Body & Accessories, 349.99; Newman Signs Inc, 256.15; News Record, 6,142.78; Norco Inc, 3,819.14; Optum Health Financial Services, 398.75; Orona, Jesus, 60.07; Osborne, Amber, 286.31; Paintbrush Sewer & Drain, 13,621.36; Partsone Wyosd LLC, 6,674.28; PCA Engineering Inc,

2,253.75; Pete Lien & Sons Inc, 897.00; Powder River Energy Corporation, 9,578.98; Powder River Heating & Conditioning Corporation, 2,284.49; Pro Windmill Inc, 715.00; ProElectric Inc, 1,029.78; Push Pedal Pull, 1,045.00; Quality Agg and Construction Inc, 79.88; Recreation Supply Company Inc, 1,260.63; Rms Instrument & Electrical, LLC, 960.00; Rocky Mountain Hoist Service, 1,846.00; Ryan Schrock, 204.00; Servpro, 59.78; Shi International Corp, 36,823.64; Simon Contractors, 13,157.17; Smith, Megan, 72.80; South Fork Apartments, LLC, 68.05; Southwestern Equipment Company, 1,503.30; Square Grove LLC, 17,562.00; Sterling Infosystems, Inc, 43.89; Stone, Colton, 27.42; Syn-Tech Systems, Inc, 1,664.50; Terry Sjolín, 550.00; The Ice Cream Cafe, 1,584.00; Thunder Basin Ford LLC, 4,109.40; Tire Rama, 1,533.86; Tower Country Equipment LLC, 32.98; Truong, Kimanh, 142.42; United Central Industrial Supply Co, 543.48; Van Ewing Construction, 5,022.00; Verizon Wireless, 1,876.89; Viergets, Ken, 139.57; Weisser, Peggy, 190.12; Wesco Receivables Corp, 293,630.16; West Edge, 7,000.00; Western Stationers, 320.83; Western View Painting, LLC, 7,931.00; White's Frontier Motors, 188.50; Workers' Compensation Division, 298.17; WWC Engineering, 28,294.00; Wyoming Center For Clinical Excellence, 4,400.00; Wyoming Cooperative Liquid Assets Securities, 49,500.00; Wyoming Cooperative Liquid Assets Securities, 250,000.00; Wyoming Cooperative Liquid Assets Securities, 111,148.00; Wyoming Cooperative Liquid Assets Securities, 403,708.00; Wyoming Dept Of Transportation, 692.62; Wyoming Secretary of State, 60.00; Wyoming State Revenue and Tax, 136,215.54; Wyoming Water Development Comm, 4,000.00; Xerox Corporation, 147.10.

Councilmember Clary made a motion to approve the Consent Agenda; seconded by Councilmember West. All voted aye. The motion carried.

Conflict Claims

Councilmember McLeland made a motion to approve Conflict Claims for Council President Gross in the amount of \$6,400.00; seconded by councilmember West. Councilmembers Clary, McLeland, Carsrud, West and Mayor Lundvall voted aye. Council President Gross abstained. The motion carried.

Comments

Council

Councilmember West requested clarity on Chapter 12 enforcement regarding a vehicle with a broken window parked in a driveway, specifically requesting a breakdown of code compliance officers' authority and limitations.

Council President Gross attended the Boys & Girls Club meeting and invited the public to their Annual Soar-A Event which will be held on September 12, 2026, at 5:30 PM at the Hladky Hangar. Gross added that all funds raised directly support the Boys & Girls Club.

Mayor Lundvall provided a report of his attendance of the Texas Nuclear Energy Conference, noting that the event was highly insightful and had over 1,800 participants.

Liaison

Council President attended the Council of Community Services meeting, where it was announced that they will host an open house from 9:00 AM to 1:00 PM on September 29, 2026, to showcase their recent renovations throughout the building

Councilmember West reported that Gillette Main Street is planning to replace their existing pavers and may present a funding request to the City Council in the future.

Proclamations/Presentations

Captain Eric Vos and Captain Kelly Alger of the Gillette Police Department were both recognized by Interim Chief of Police Wasson for their 20 years of service. Councilmember Carsrud expressed thanks for their service.

Katey Stevenson, Family Advocate for Jason's Friends Foundation, spoke on the vital role and impact of the organization. Stevenson stated that over 184 families are enrolled in the program, adding that twelve to thirteen families in Gillette are impacted. Mayor Lundvall then proclaimed September 2026 as Childhood Cancer Awareness Month.

Olivia McCarthy, Director of Development for Food Bank of Wyoming, announced that 1 in 7 people in Campbell County experience food insecurity. McCarthy urged everyone to contribute this year through monetary donations or volunteer work. Mayor Lundvall then proclaimed September 2026 as Hunger Action Month.

Director Toscana presented a "Things to Know" video for September 2026.

New Business

Minute Action

Council President Gross made a motion to approve the Acceptance of Public Improvements for the Irrigation Central Control Improvements Project: Phase 2, Installed by Hladky Construction, Inc., in the Amount of \$2,406,113.87 (1% Project); seconded by councilmember Clary. Administrator Cole stated this is the final phase in this irrigation project, adding that this phase is comprised of 42 irrigation points and has replaced outdated irrigation controls from the 1990's. All voted aye. The motion carried.

Councilmember Carsrud made a motion to approve a Bid Award for the Collins Heights Subdivision Water Fittings Replacement Project to Hot Iron, Inc., in the Amount of \$407,606.41 (1% Project); seconded by councilmember McLeland. All voted aye. The motion carried.

Councilmember West made a motion to approve a Bid Award for the Butler Spaeth Large Patch Project to Powder River Construction, Inc., in the Amount of \$110,670.00 (1% Project); seconded by councilmember Clary. All voted aye. The motion carried.

Council President Gross made a motion to approve a Bid Award to Greiner Ford of Casper, Wyoming, in the amount of \$39,208.00 for their bid on One (1) New 4-wheel drive mid-size SUV; seconded by councilmember McLeland. All voted aye. The motion carried.

Councilmember West made a motion to approve a Bid Award to Greiner Ford of Casper, Wyoming, in the amount of \$100,226.00 for One (1) New Transit Van with installed MAVRON, INC Animal Transport Cargo Van Conversion; seconded by councilmember Carsrud. Councilman West encouraged the local dealerships to submit bids. All voted aye. The motion carried.

Council President Gross made a motion to approve a Contract Amendment with Glenn Construction, LLC for the Remington Subdivision Phase I Drainage Improvements in the Amount of \$53,414.00 (1% Project); seconded by councilmember West. City Administrator Cole clarified that this project is the first phase of a much larger five-phase project designed to resolve high groundwater issues in Remington Estates. This Contract Amendment will expand the current phase one project, by an additional block. All voted aye. The motion carried.

Councilmember West made a motion to approve a Request to Drill an Irrigation Water Well Within the City Limits Submitted by Chris Rohde, 4125 Overdale Dr in the Big Horn Estates Subdivision, Tract 3; seconded by councilmember Clary. City Administrator Cole reported that drilling operations commenced prior to City Council approval. Cole provided history to the City Code Chapter and added that efforts have been halted with instruction to secure the required approval. All voted aye. The motion carried.

Councilmember Carsrud made a motion to approve a Request to Drill an Irrigation Water Well within the City limits, submitted by the Campbell County Cemetery District, 3100 Skyline Dr. in the College Minor Subdivision, Tract E; seconded by councilmember Clary. Administrator Cole explained the similarities to previous agenda item. All voted aye. The motion carried.

Councilmember Clary made a motion to approve a Request to Waive the Financial Assurance Deposit for Drilling a Water Well per Chapter 12 of the Gillette City Code by the Campbell County Cemetery District; seconded by councilmember McLeland. City Administrator Cole explained the reasoning behind the deposit, expressing confidence in the cemetery's financial stability while emphasizing the need for caution regarding the precedent set for future expectations. Councilmembers West and Clary expressed concern about favoritism and expressed concern with the precedent if they waive the deposit. All voted nay. The motion failed.

Administrator's Report

Administrator Cole stated that the next City Council meeting will take place on September 15, 2026, which will include an Urban Renewal Authority presentation and added the City Offices will be closed on September 7, 2026, in observance of Labor Day.

Executive Session

Council President Gross made a motion to enter Executive Session for Personnel Matters Pursuant to W.S. 16-4-405(a)(ii), Real Estate Pursuant to W.S. 16-4-405(a)(vii), and Legal Advice; Attorney-Client Communications Pursuant to W.S. 16-4-405(a)(ix); seconded by councilmember Carsrud. All voted aye. The motion carried.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:45 p.m. The meeting can be viewed on the City’s website, www.gillettewy.gov/gpa. The next regularly scheduled meeting will be held on Tuesday, September 15, 2026, in the City Hall Council Chambers.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk
Publication Date: September 8, 2026



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Bills and Claims

SUGGESTED ACTION:

I move that the bills and claims, excepting any and all conflict claims, be approved.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Bills and Claims](#)

[Bills and Claims Prepaids](#)

[Wire Transfers](#)

[UMB Bank](#)

Expenditure Approval Report

Check Approval Date of 09/15/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
4555-ATLAS OFFICE PRODUCTS			
	213197	OS INVENTORY	804.06
	213198	OS INVENTORY	383.02
	213199	OS INVENTORY	1,001.63
	213200	OS INVENTORY	27.12
	213201	OS INVENTORY	97.68
	213202	OS INVENTORY	299.54
	213203	OS INVENTORY	729.59
		VENDOR TOTAL:	3,342.64
1511-NORCO INC			
	213242	CUSTODIAL INVENTORY	698.88
	213244	CUSTODIAL INVENTORY	563.64
	213245	CUSTODIAL INVENTORY	586.37
	213246	CUSTODIAL INVENTORY	180.00
		VENDOR TOTAL:	2,028.89
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL			
	213037	AUGUST 2026 OFFICE TRAINING FEES	80.00
		VENDOR TOTAL:	80.00
2300-WESTERN STATIONERS			
	213269	OS INVENTORY	285.20
	213270	OS INVENTORY	54.48
	213271	OS INVENTORY	166.47
	213272	OS INVENTORY	288.37
		VENDOR TOTAL:	794.52
		DIVISION TOTAL:	6,246.05
		DEPARTMENT TOTAL:	6,246.05

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
2070-SOUTHERN COMPUTER WAREHOUSE			
	213250	REPLACEMENT APPLE DEVICES	2,587.32
	213252	REPLACEMENT APPLE DEVICES	754.26
		VENDOR TOTAL:	3,341.58
		DIVISION TOTAL:	3,341.58
02-ADMINISTRATION			
2070-SOUTHERN COMPUTER WAREHOUSE			
	213253	REPLACEMENT APPLE DEVICES	727.50
		VENDOR TOTAL:	727.50
		DIVISION TOTAL:	727.50
04-SPECIAL PROJECTS			
4838-PUSH PEDAL PULL			
	213249	WELLNESS * ELLIPTICAL * BETH	5,950.00
		VENDOR TOTAL:	5,950.00
3892-SQUARE GROVE LLC			
	213255	ENGINEERING * PLANNIN DESK * MATT	3,474.00
		VENDOR TOTAL:	3,474.00
		DIVISION TOTAL:	9,424.00
		DEPARTMENT TOTAL:	13,493.08

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
20-HUMAN RESOURCES			
20-HUMAN RESOURCES			
4458-EMPLOYMENT TESTING CENTER OF WYOMING			
	212959	ETPOPH	350.00
		VENDOR TOTAL:	350.00
5555-MISC EMPLOYEE VENDOR			
	213126	TUITION REIMBURSEMENT	3,500.00
		VENDOR TOTAL:	3,500.00
5143-RYAN SCHROCK			
	213010	DRUG AND ALCOHOL TESTING	302.00
		VENDOR TOTAL:	302.00
1804-SIMPSON'S PRINTING			
	213009	OFFICER TRADING CARDS	110.00
		VENDOR TOTAL:	110.00
		DIVISION TOTAL:	4,262.00
21-SAFETY			
5261-GOOSECHASE ADVENTURES INC.			
	213142	SAFETY DAY SCAVENGER HUNT	600.00
		VENDOR TOTAL:	600.00
4930-VIA680, LLC			
	212962	LICENSE	7,660.62
		VENDOR TOTAL:	7,660.62
		DIVISION TOTAL:	8,260.62
		DEPARTMENT TOTAL:	12,522.62

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
26-CUSTOMER SERVICE		
1898-ONLINE UTILITY EXCHANGE		
213045	UTILITY EXCHANGE REPORT	355.60
	VENDOR TOTAL:	355.60
	DIVISION TOTAL:	355.60
34-INFORMATION TECHNOLOGY		
4025-AGOSTO HOLDINGS, LLC		
213043	GOOGLE VOICE	3,951.27
	VENDOR TOTAL:	3,951.27
1358-CENTURYLINK		
213041	TELEPHONE SERVICE	2,876.00
	VENDOR TOTAL:	2,876.00
2625-CHARTER MEDIA		
212955	INTERNET SERVICE	1,299.00
	VENDOR TOTAL:	1,299.00
1522-CUES INC		
213228	CUES	3,347.00
	VENDOR TOTAL:	3,347.00
4398-DICTATIONSTORE.COM		
213042	SPEECHLIVE FOR HR	1,175.00
	VENDOR TOTAL:	1,175.00
5267-MOTIVOSITY, INC.		
212958	MOTIVOSITY	15,920.00
	VENDOR TOTAL:	15,920.00
2135-RESOURCE SOFTWARE INTERNATIONAL LTD		
212956	RSI CALL ACCOUNTING	790.00
	VENDOR TOTAL:	790.00
2222-VERIZON WIRELESS		
212954	CELLULAR SERVICE	8,882.44
	VENDOR TOTAL:	8,882.44

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
2247-VISIONARY COMMUNICATIONS			
	213044	INTERNET SERVICE	1,468.10
		VENDOR TOTAL:	1,468.10
4413-WATTS REGULATOR CO			
	212957	BACKFLOW MANAGEMENT	7,703.80
		VENDOR TOTAL:	7,703.80
		DIVISION TOTAL:	47,412.61
		DEPARTMENT TOTAL:	47,768.21

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
2070-SOUTHERN COMPUTER WAREHOUSE			
	213250	REPLACEMENT APPLE DEVICES	1,724.88
	213252	REPLACEMENT APPLE DEVICES	502.84
		VENDOR TOTAL:	2,227.72
		DIVISION TOTAL:	2,227.72
		DEPARTMENT TOTAL:	2,227.72

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
1040-ALSCO		
212915	RUG CLEANING	22.92
212917	RUG CLEANING	22.92
212919	RUG CLEANING	53.53
212923	RUG CLEANING	22.92
212925	RUG CLEANING	53.53
212933	RUG CLEANING	22.92
212935	RUG CLEANING	53.53
	VENDOR TOTAL:	252.27
1802-SIMON CONTRACTORS		
213039	ROAD BASE AROUND SHELTERS & WALKING PATH AT ECSC	446.81
	VENDOR TOTAL:	446.81
	DIVISION TOTAL:	699.08
50-PUBLIC WORKS ADMIN		
2070-SOUTHERN COMPUTER WAREHOUSE		
213250	REPLACEMENT APPLE DEVICES	862.44
213252	REPLACEMENT APPLE DEVICES	251.42
	VENDOR TOTAL:	1,113.86
4148-TERRY SJOLIN		
213177	SCHEDULING FOR THE FIELDS	500.00
	VENDOR TOTAL:	500.00
	DIVISION TOTAL:	1,613.86
51-PARKS		
1040-ALSCO		
212930	UNIFORM CLEANING	70.74
	VENDOR TOTAL:	70.74
5166-BEGG BOROUGH STEEL, LLC		
213084	PARTS	455.99
	VENDOR TOTAL:	455.99

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
1758-KAREN'S DELIVERY SERVICE		
213086	DELIVERY FROM DAKOTA EQUIPMENT	60.00
	VENDOR TOTAL:	60.00
1511-NORCO INC		
213025	MOPBUCKET FOR 3RD STREET RESTROOMS	149.37
	VENDOR TOTAL:	149.37
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION		
213024	REPAIR ICE MAKER	345.00
	VENDOR TOTAL:	345.00
2261-WARNE CHEMICAL & EQUIPMENT CO		
213026	GRASS SEED FOR LITTLE LEAGUE FIELDS	648.56
	VENDOR TOTAL:	648.56
2400-WYOMING WATER SOLUTIONS		
212951	DALBEY PARK DRINKING WATER	28.00
212952	ECSC DRINKING WATER	21.00
	VENDOR TOTAL:	49.00
	DIVISION TOTAL:	1,778.66
52-POOL		
1279-CAMPBELL COUNTY PARKS AND RECREATION DEPT		
213022	JULY AND AUGUST 2026 POOL WAGES	83,770.35
	VENDOR TOTAL:	83,770.35
	DIVISION TOTAL:	83,770.35
53-FORESTRY		
5166-BEGG BOROUGH STEEL, LLC		
213085	PARTS	423.99
	VENDOR TOTAL:	423.99
	DIVISION TOTAL:	423.99

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
54-STREETS			
1040-ALSCO			
	212928	UNIFORM CLEANING	63.80
		VENDOR TOTAL:	63.80
1897-ONE CALL OF WYOMING COPR			
	213144	ONE-CALL OF WYOMING	205.53
		VENDOR TOTAL:	205.53
1802-SIMON CONTRACTORS			
	212953	ROCK	396.00
		VENDOR TOTAL:	396.00
5262-TOWER COUNTRY EQUIPMENT LLC			
	212961	RENTAL BOBCAT	2,079.00
		VENDOR TOTAL:	2,079.00
		DIVISION TOTAL:	2,744.33
		DEPARTMENT TOTAL:	91,030.27

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
1101-B & H PHOTO VIDEO PRO-AUDIO		
213204	MONITORS	1,512.36
	VENDOR TOTAL:	1,512.36
2070-SOUTHERN COMPUTER WAREHOUSE		
213250	REPLACEMENT APPLE DEVICES	298.18
213251	REPLACEMENT APPLE DEVICES	1,054.31
	VENDOR TOTAL:	1,352.49
	DIVISION TOTAL:	2,864.85
62-TRAFFIC SAFETY		
1616-EJ COLLINS, PE		
213053	CURB PAINTING ON 12TH AND GURLEY AVE	225.00
	VENDOR TOTAL:	225.00
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
212938	WORK ON WAVETRONIX AND SP21 WITH ADVANCED TRAFFIC	380.00
213052	E-SIGNAL REPAIR	490.00
	VENDOR TOTAL:	870.00
4958-TRAFFICALM SYSTEMS, LLC		
213257	*OLDPO-2261437 - TRAFFIC - BASIC CONTROLLER * TY	4,057.67
	VENDOR TOTAL:	4,057.67
	DIVISION TOTAL:	5,152.67
64-CODE COMPLIANCE		
5157-CODY THOMPSON		
213046	MOW AND WEEDEAT AT 924 E 6TH ST	285.00
213047	MOW AND WEEDEATING AT 1305 OVERDALE	142.50
213048	MOW AND WEEDEAT AT 3703 ARIEL AVE	213.75
213049	MOW AND WEEDEAT AT 209 W TONK ST	95.00
	VENDOR TOTAL:	736.25
2070-SOUTHERN COMPUTER WAREHOUSE		
213250	REPLACEMENT APPLE DEVICES	1,724.88

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
64-CODE COMPLIANCE			
2070-SOUTHERN COMPUTER WAREHOUSE			
	213252	REPLACEMENT APPLE DEVICES	502.84
		VENDOR TOTAL:	2,227.72
		DIVISION TOTAL:	2,963.97
		DEPARTMENT TOTAL:	10,981.49

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
03-PUBLIC ACCESS		
2070-SOUTHERN COMPUTER WAREHOUSE		
213250	REPLACEMENT APPLE DEVICES	862.44
213252	REPLACEMENT APPLE DEVICES	251.42
VENDOR TOTAL:		1,113.86
DIVISION TOTAL:		1,113.86
32-JUDICIAL		
4966-APRIL SHIPPY		
213028	INTERPRETER	40.00
VENDOR TOTAL:		40.00
DIVISION TOTAL:		40.00
DEPARTMENT TOTAL:		1,153.86
FUND TOTAL:		185,423.30

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1381-CITY OF GILLETTE			
	213151	HIDDEN VALLEY SANITARY SEWER I	14,134.12
	213153	HERITAGE VILLAGE PLAYGROUND RE	3,384.32
	213171	REMINGTON DRAINAGE IMPROVEMENT	8,376.26
		VENDOR TOTAL:	25,894.70
5266-DISCOUNT PLAYGROUND SUPPLY			
	213229	PARKS - REPAIR KIT * JANIE	1,454.75
		VENDOR TOTAL:	1,454.75
1559-DOWL LLC			
	212950	MOONSHINER SPEED LIMIT REVIEW	2,276.00
		VENDOR TOTAL:	2,276.00
1684-DRM INC			
	213156	FOOTHILLS BOULEVARD DRAINAGE I	753,320.19
		VENDOR TOTAL:	753,320.19
5186-FALCON CONSTRUCTION, LLC			
	213019	OAKCREST/KNOLLWOOD INTERSECTION	54,267.50
	213021	L&H ALLEY	2,383.20
	213152	HERITAGE VILLAGE PLAYGROUND RE	64,302.18
		VENDOR TOTAL:	120,952.88
1866-FIRST NORTHERN BANK OF WYOMING			
	213157	FOOTHILLS BOULEVARD DRAINAGE I	39,648.43
		VENDOR TOTAL:	39,648.43
5246-GLENN CONSTRUCTION, LLC			
	213170	REMINGTON DRAINAGE IMPROVEMENT	159,148.92
		VENDOR TOTAL:	159,148.92
5248-HALME, INC.			
	213150	SANITARY SEWER MAIN.	268,548.30
		VENDOR TOTAL:	268,548.30

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Invoice Number		Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1450-HDR ENGINEERING INC			
	213167	HERITAGE LIFT STATION REPLACEM	17,703.42
	213180	MADISON LINE CATHODIC PROTECTI	457.50
		VENDOR TOTAL:	18,160.92
1589-HOT IRON			
	213154	ECHETA ROAD RECONSTRUCTION	658,239.44
		VENDOR TOTAL:	658,239.44
1754-KLJ ENGINEERING LLC			
	213162	KILLARNEY SUBDIVISION WATER MA	7,515.99
	213166	RR QUIET ZONES MAINTENACE REPA	8,883.30
	213169	REMINGTON DRAINAGE IMPROVEMENT	11,715.67
	213173	HIDDEN VALLEY SANITARY SEWER I	32,191.98
		VENDOR TOTAL:	60,306.94
5155-KSLA CORP			
	213165	HERITAGE VILLAGE PLAYGROUND RE	7,850.00
		VENDOR TOTAL:	7,850.00
1312-MORRISON MAIERLE INC			
	213122	WESTOVER/4J INTERSECTION IMPROVEMENTS	17,300.00
	213158	FOOTHILLS DRAINAGE IMPROVEMENT	56,830.46
	213163	SINCLAIR AVE EXTENSION PHASE 1	6,405.61
		VENDOR TOTAL:	80,536.07
4226-NATHAN G STEINER			
	213172	SHOSHONE AVE BEAUTIFICATION	5,482.30
		VENDOR TOTAL:	5,482.30
1958-PCA ENGINEERING INC			
	213161	2027 SEWER POINT REPAIR	2,738.75
	213164	IRRIGATION CENTRAL CONTROL PHA	472.00
	213273	ECHETA ROAD RECONSTRUCTION	26,272.50
		VENDOR TOTAL:	29,483.25

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1779-SECURITY STATE BANK			
	213155	ECHETA ROAD RECONSTRUCTION - R	34,644.18
		VENDOR TOTAL:	34,644.18
2363-WWC ENGINEERING			
	213123	4310 ADN 4308 FLOODWAY INVESTIGATION	4,999.00
		VENDOR TOTAL:	4,999.00
2432-WYOMING DEPT OF TRANSPORTATION			
	213051	WYDOT IN HOUSE DESIGN SINCLAIR EXTENSION PH I	1,142.56
		VENDOR TOTAL:	1,142.56
		DIVISION TOTAL:	2,272,088.83
		DEPARTMENT TOTAL:	2,272,088.83
		FUND TOTAL:	2,272,088.83

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Invoice Number		Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
1684-DRM INC			
213011		REPLACEMENT OF LEAKING BACK-FLOW PREVENTER	1,966.78
		VENDOR TOTAL:	1,966.78
1450-HDR ENGINEERING INC			
213180		MADISON LINE CATHODIC PROTECTI	1,911.52
		VENDOR TOTAL:	1,911.52
1312-MORRISON MAIERLE INC			
213159		GRWSP - PH 5 DISTRICT EXT	29,052.54
		VENDOR TOTAL:	29,052.54
		DIVISION TOTAL:	32,930.84
		DEPARTMENT TOTAL:	32,930.84
		FUND TOTAL:	32,930.84

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Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
71-ELECTRICAL ENGINEERING		
1101-B & H PHOTO VIDEO PRO-AUDIO		
213204	MONITORS	1,134.27
	VENDOR TOTAL:	1,134.27
2435-WYOMING STATE		
212949	NOTARY - M REYNOLDS	60.00
	VENDOR TOTAL:	60.00
	DIVISION TOTAL:	1,194.27
76-SCADA		
1101-B & H PHOTO VIDEO PRO-AUDIO		
213204	MONITORS	5,671.35
	VENDOR TOTAL:	5,671.35
	DIVISION TOTAL:	5,671.35
	DEPARTMENT TOTAL:	6,865.62
	FUND TOTAL:	6,865.62

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Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
00-UNDEFINED		
00-UNDEFINED		
88888-MISC UTILITY OVERPAYMENTS		
212419	UE 16532 500 CHURCH	0.05
	VENDOR TOTAL:	0.05
	DIVISION TOTAL:	0.05
	DEPARTMENT TOTAL:	0.05

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	Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND			
50-PUBLIC WORKS			
55-SOLID WASTE			
1040-ALSCO			
	212916	UNIFORM CLEANING	11.05
	212921	UNIFORM CLEANING	11.05
	212929	UNIFORM CLEANING	11.05
		VENDOR TOTAL:	33.15
2434-AMERICAN WELDING & GAS INC			
	213038	CYLINDER RENT	39.41
		VENDOR TOTAL:	39.41
1101-B & H PHOTO VIDEO PRO-AUDIO			
	213204	MONITORS	756.18
		VENDOR TOTAL:	756.18
2329-TOTER INC			
	213256	Solid Waste Toter	32,130.32
		VENDOR TOTAL:	32,130.32
		DIVISION TOTAL:	32,959.06
		DEPARTMENT TOTAL:	32,959.06
		FUND TOTAL:	32,959.11

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
2677-CENTRAL TRUCK & DIESEL INC			
	213018	FORKS FOR SKID STEER AND TOOL CAT	1,144.01
		VENDOR TOTAL:	1,144.01
1381-CITY OF GILLETTE			
	213050	BULK CONSTRUCTION WATER FOR PS#1 UPGRADES	50.76
	213179	30" MADISON REPAIR PROJECT - R	39,883.99
		VENDOR TOTAL:	39,934.75
2852-CORE & MAIN			
	213225	WATER - SENSUS METERS/MADISON * ELI	361.32
		VENDOR TOTAL:	361.32
1792-ENERGY LABORATORIES INC			
	212946	TESTING	69.00
	212947	TESTING	2,761.80
	213014	TESTING	69.00
	213015	TESTING	69.00
	213115	TESTING	38.00
	213117	TESTING	84.50
	213118	TESTING	690.00
		VENDOR TOTAL:	3,781.30
5186-FALCON CONSTRUCTION, LLC			
	213027	SURFACING FOR WASHBAY SERVICE LINE REPAIR	5,376.00
		VENDOR TOTAL:	5,376.00
1864-FIRST NATIONAL BANK OF GILLETTE			
	213149	PUMP STATION #1 UPGRADES (RETA	23,667.33
		VENDOR TOTAL:	23,667.33
1921-GARNEY WYOMING INC			
	213178	30" MADISON REPAIR PROJECT	757,795.71
		VENDOR TOTAL:	757,795.71

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	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
4460-MATCOR, INC			
	213121	ANNUAL CP SURVEY	8,250.00
		VENDOR TOTAL:	8,250.00
55555-MISC EMPLOYEE VENDOR			
	213125	SAFETY BOOT REIMBURSEMENT	172.92
		VENDOR TOTAL:	172.92
1897-ONE CALL OF WYOMING COPR			
	213144	ONE-CALL OF WYOMING	205.53
		VENDOR TOTAL:	205.53
1919-PAINTBRUSH SEWER & DRAIN			
	213016	SEPTIC PUMPING	660.00
	213017	WATER MAIN REPAIR AT L&H	196.00
		VENDOR TOTAL:	856.00
5171-PRO-KOTE ENGINEERING AND SUPPLY			
	213248	WATER * CP SUPLIES * COOPER	3,691.40
		VENDOR TOTAL:	3,691.40
1493-S & S BUILDERS			
	213148	PUMP STATION #1 UPGRADES	449,679.04
		VENDOR TOTAL:	449,679.04
1802-SIMON CONTRACTORS			
	213012	ROAD BASE	1,802.08
	213013	ROAD BASE	1,853.40
	213119	ROAD BASE	3,221.69
	213120	ROAD BASE	918.57
		VENDOR TOTAL:	7,795.74
2363-WWC ENGINEERING			
	212964	INSPECTION AND SURVEY WORK	4,999.00
	213124	LCR VERIFICATION ASSISTANCE	2,639.25
		VENDOR TOTAL:	7,638.25
		DIVISION TOTAL:	1,310,349.30

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
	DEPARTMENT TOTAL:	1,310,349.30
	FUND TOTAL:	1,310,349.30

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	212420	UE 39908 1927 HARVEST MOON	90.38
	212421	UE 32580 4524 RUNNING W	46.60
	212422	UE 35404 717 EXPRESS	63.51
	212423	UE 6804 908 ALMON	32.54
	212424	UE 11372 811 MOUNTAIN VIEW	115.40
	212425	UE 32826 4532 RUNNING W	174.37
	212426	UE 11324 805 MOUNTAIN VIEW	2.55
	212427	UE 24402 1801 WARLOW	183.84
	212428	UE 38046 3005 SADDLE STRING	141.96
	212429	UE 2690 701 BROOKS	114.88
	212430	UE 20503 6913 ROBIN	139.83
	212431	UE 18826 1037 GURLEY	64.39
	212432	UE 24984 600 GARNER LAKE	159.72
	212433	UE 10180 611 OVERDALE	84.92
	212434	UE 32790 4532 RUNNING W	168.59
	212435	UE 17694 1433 EAGLES NEST	104.99
	212940	UE 37082 3713 RED LODGE	156.47
		VENDOR TOTAL:	1,844.94
5268-WIMBER, MATTHEW			
	213128	UB 21401 4800 TANNER DR 317	300.00
		VENDOR TOTAL:	300.00
		DIVISION TOTAL:	2,144.94
		DEPARTMENT TOTAL:	2,144.94

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
1101-B & H PHOTO VIDEO PRO-AUDIO			
	213204	MONITORS	497.48
		VENDOR TOTAL:	497.48
1264-MCM GENERAL CONTRACTORS			
	213143	ANNUAL TRENCHING AND BORING AG	2,500.00
		VENDOR TOTAL:	2,500.00
1897-ONE CALL OF WYOMING COPR			
	213144	ONE-CALL OF WYOMING	205.56
		VENDOR TOTAL:	205.56
2071-PROELECTRIC INC			
	213145	ANNUAL MISCELLANEOUS ELECTRICAL	1,585.78
	213146	ANNUAL MISCELLANEOUS ELECTRICAL	1,615.28
		VENDOR TOTAL:	3,201.06
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	213181	ELECTRICAL MAINTENANCE	1,318.43
		VENDOR TOTAL:	1,318.43
2302-WESTERN UNITED ELECTRIC SUPPLY CORPORATION			
	213040	RUBBER GLOVE TESTING	396.62
		VENDOR TOTAL:	396.62
		DIVISION TOTAL:	8,119.15
		DEPARTMENT TOTAL:	8,119.15
		FUND TOTAL:	10,264.09

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1040-ALSCO		
212926	UNIFORM CLEANING	222.37
	VENDOR TOTAL:	222.37
4918-BIOLOGICAL CONSULTING SERVICES OF		
213031	TESTING	7,175.00
	VENDOR TOTAL:	7,175.00
3904-CBH CO-OP		
213208	WASTEWATER * DIESEL	4,032.41
	VENDOR TOTAL:	4,032.41
1522-CUES INC		
213032	REPAIR	2,834.60
	VENDOR TOTAL:	2,834.60
1792-ENERGY LABORATORIES INC		
213033	TESTING	31.80
213034	TESTING	77.70
213035	TESTING	3,425.60
213036	TESTING	105.60
	VENDOR TOTAL:	3,640.70
1972-GRAINGER INDUSTRIAL		
212939	PARTS	355.88
	VENDOR TOTAL:	355.88
1897-ONE CALL OF WYOMING COPR		
213144	ONE-CALL OF WYOMING	205.53
	VENDOR TOTAL:	205.53
1919-PAINTBRUSH SEWER & DRAIN		
213030	HYDRO-VAC	1,740.00
	VENDOR TOTAL:	1,740.00

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
212936	E-WASTE WATER RAS PUMP CON		2,143.04
212937	E-WASTE WATER RAS PUMP CON		1,568.00
VENDOR TOTAL:			3,711.04
DIVISION TOTAL:			23,917.53
DEPARTMENT TOTAL:			23,917.53
FUND TOTAL:			23,917.53

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Invoice Number		Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
1040-ALSCO			
212918	RUG CLEANING		45.98
212920	RUG CLEANING		81.03
212924	RUG CLEANING		45.98
212927	RUG CLEANING		81.03
212934	RUG CLEANING		45.98
		VENDOR TOTAL:	300.00
1919-PAINTBRUSH SEWER & DRAIN			
212960	CLEAN WASH BAY SUMPS		1,650.00
		VENDOR TOTAL:	1,650.00
		DIVISION TOTAL:	1,950.00
		DEPARTMENT TOTAL:	1,950.00
		FUND TOTAL:	1,950.00

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	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
1447-ANIXTER POWER SOLUTIONS			
	213188	ELECTRICAL WAREHOUSE INVENTORY	439.20
	213189	ELECTRICAL WAREHOUSE INVENTORY	1,710.00
	213190	ELECTRICAL WAREHOUSE INVENTORY	1,274.98
	213191	ELECTRICAL WAREHOUSE INVENTORY	113.75
	213192	ELECTRICAL WAREHOUSE INVENTORY	25.00
	213193	ELECTRICAL WAREHOUSE INVENTORY	366.30
	213194	ELECTRICAL WAREHOUSE INVENTORY	630.00
	213195	ELECTRICAL WAREHOUSE INVENTORY	68.00
	213196	ELECTRICAL WAREHOUSE INVENTORY	287.52
		VENDOR TOTAL:	4,914.75
1197-BORDER STATES ELECTRIC			
	213206	ELECTRICAL WAREHOUSE INVENTORY	3,108.00
	213207	ELECTRICAL WAREHOUSE INVENTORY	1,250.00
		VENDOR TOTAL:	4,358.00
2852-CORE & MAIN			
	213226	WATER INVENTORY	247.62
	213227	WATER INVENTORY	33,553.44
		VENDOR TOTAL:	33,801.06
2028-FERGUSON ENTERPRISES LLC #3325			
	213233	WATER INVENTORY	561.95
		VENDOR TOTAL:	561.95
5205-FERGUSON US HOLDINGS, INC			
	213230	WATER INVENTORY * COOPER	22.50
	213231	WATER WAREHOUSE INVENTORY	207.00
	213232	WATER WAREHOUSE INVENTORY - COOPER NEEDS ASAP	1,928.10
		VENDOR TOTAL:	2,157.60
1422-GILLETTE CONTRACTORS SUPPLY INC			
	213209	WATER WAREHOUSE INVENTORY	704.50
	213210	PARKS INVENTORY	485.19

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1422-GILLETTE CONTRACTORS SUPPLY INC		
213211	WATER WAREHOUSE INVENTORY	1,456.24
213212	PARKS WAREHOUSE INVENTORY	1,056.32
213213	PARKS WAREHOUSE INVENTORY	199.12
213214	PARKS WAREHOUSE INVENTORY	1,083.20
213215	WATER INVENTORY	2,112.42
213216	WATER WAREHOUSE INVENTORY	1,280.29
213217	PARKS WAREHOUSE INVENTORY	852.97
213218	PARKS WAREHOUSE INVENTORY	701.85
213219	WATER WAREHOUSE INVENTORY - COOPER NEEDS ASAP	1,296.30
213220	WATER WAREHOUSE INVENTORY	98.40
213221	VEHICAL MAINTENANCE WAREHOUSE INVENTORY	85.04
213222	WATER INVENTORY - CJ - PROJECT	4,487.12
213223	WATER WAREHOUSE INVENTORY	93.84
	VENDOR TOTAL:	15,992.80
1972-GRAINGER INDUSTRIAL		
213234	VEHICAL MAINTENANCE WAREHOUSE INVENTORY	349.65
	VENDOR TOTAL:	349.65
5188-HARRINGTON INDUSTRIAL PLASTICS, LLC		
213235	WATER INVENTORY	478.75
	VENDOR TOTAL:	478.75
5234-HERITAGE LANDSCAPE SUPPLY GROUP INC		
213236	PARKS WAREHOUSE INVENTORY	258.32
	VENDOR TOTAL:	258.32
3970-HOTLINE ELECTRICAL		
213239	ELECTRICAL INVENTORY	1,891.64
	VENDOR TOTAL:	1,891.64
1479-NEWMAN SIGNS INC		
213240	TRAFFIC SAFETY INVENTORY	372.46
213241	TRAFFIC SAFETY	916.80

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
	VENDOR TOTAL:	1,289.26
1511-NORCO INC		
213243	PARKS WAREHOUSE INVENTORY	135.82
	VENDOR TOTAL:	135.82
5213-PARTSONE WYOSD LLC		
213247	VEHICLE MAINTENANCE WAREHOUSE	1,199.40
	VENDOR TOTAL:	1,199.40
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
213258	WATER WAREHOUSE INVENTORY	176.88
213259	VMW	49.36
	VENDOR TOTAL:	226.24
4761-VEGA AMERICAS, INC		
213260	ELECTRICAL WAREHOUSE INVENTORY	2,623.94
	VENDOR TOTAL:	2,623.94
2289-WESCO DISTRIBUTION INC		
213261	ELECTRICAL INVENTORY * DREW REQUESTED	41,570.00
213262	ELECTRICAL INVENTORY	764.25
213263	ELECTRICAL WAREHOUSE INVENTORY	138.72
213264	ELECTRICAL WAREHOUSE INVENTORY	1,498.00
213265	ELECTRICAL WAREHOUSE INVENTORY	274.66
213266	ELECTRICAL WAREHOUSE INVENTORY	144.00
213267	ELECTRICAL WAREHOUSE INVENTORY	314.70
213268	ELECTRICAL WAREHOUSE INVENTORY	62.93
	VENDOR TOTAL:	44,767.26
	DIVISION TOTAL:	115,006.44
	DEPARTMENT TOTAL:	115,006.44

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	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
1040-ALSCO			
	212932	RUG CLEANING	34.98
		VENDOR TOTAL:	34.98
1422-GILLETTE CONTRACTORS SUPPLY INC			
	213224	SHELVING & BINS FOR WAREHOUSE - SS NUTS/BOLTS	745.71
		VENDOR TOTAL:	745.71
2263-WASTE CONNECTIONS OF WYOMING			
	213029	WARLOW YARD TRASH	375.88
		VENDOR TOTAL:	375.88
		DIVISION TOTAL:	1,156.57
		DEPARTMENT TOTAL:	1,156.57
		FUND TOTAL:	116,163.01

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
1167-BIG HORN TIRE INC		
213205	VM INVENTORY	1,120.00
	VENDOR TOTAL:	1,120.00
1575-HOMAX OIL		
213237	VM INVENTORY	489.60
213238	VEHICLE MAINTENANCE * DIESEL * SARAH	57,643.36
	VENDOR TOTAL:	58,132.96
2074-SOUTHWESTERN EQUIPMENT COMPANY		
213254	VM INVENTORY	536.62
	VENDOR TOTAL:	536.62
	DIVISION TOTAL:	59,789.58
	DEPARTMENT TOTAL:	59,789.58

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
3622-ABSOLUTE AUTO, LLC		
212997	PARTS	799.80
	VENDOR TOTAL:	799.80
1328-ADVANCE AUTO PARTS		
212996	PARTS	77.24
	VENDOR TOTAL:	77.24
1040-ALSCO		
212922	UNIFORM CLEANING	169.90
212931	UNIFORM CLEANING	169.90
213054	UNIFORM CLEANING	169.90
	VENDOR TOTAL:	509.70
1041-ALTEC INDUSTRIES INC		
213066	PM INSPECTION	1,826.68
	VENDOR TOTAL:	1,826.68
1447-ANIXTER POWER SOLUTIONS		
213182	VEHICLE MAINTENANCE * NEW TRUCK SET UP * ADAM	291.84
213183	VEHICLE MAINTENANCE * NEW TRUCK SET UP * ADAM	125.92
213184	VEHICLE MAINTENANCE * NEW TRUCK SET UP * ADAM	7.38
213185	VEHICLE MAINTENANCE * NEW TRUCK SET UP * ADAM	46.38
213186	VEHICLE MAINTENANCE * NEW TRUCK SET UP * ADAM	181.88
213187	VEHICLE MAINTENANCE * NEW TRUCK SET UP * ADAM	399.33
	VENDOR TOTAL:	1,052.73
5253-AUTOZONE INVESTMENT CORPORATION		
213000	PARTS	48.75
	VENDOR TOTAL:	48.75
1167-BIG HORN TIRE INC		
213058	TIRES	881.76
213059	TIRES	1,340.52
213060	TIRES	2,423.40
213061	TIRE	143.00

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
	VENDOR TOTAL:	4,788.68
1171-BIGHORN HYDRAULICS INC		
213055	PARTS	4,202.10
	VENDOR TOTAL:	4,202.10
4292-CAR-KNACK INC		
213063	INTERIOR DETAIL	269.95
	VENDOR TOTAL:	269.95
1525-CUMMINS ROCKY MOUNTAIN INC		
213003	RETURN PARTS	-229.50
213004	REPAIRS	6,810.40
213062	PARTS	66.17
	VENDOR TOTAL:	6,647.07
3862-DADS TRUCK AND AUTO LLC		
213064	TOW	342.72
	VENDOR TOTAL:	342.72
4985-GILLETTE STEEL CENTER		
213007	METAL	39.00
	VENDOR TOTAL:	39.00
2645-GREINER MOTOR COMPANY		
212982	REPAIRS	4,087.68
212983	REPAIRS	1,474.15
212984	PARTS	406.07
212985	PARTS	274.53
212986	PARTS	149.51
212987	PARTS	52.25
212988	PARTS	1,545.84
212989	PARTS	1,005.53
212990	PARTS	97.98
212991	PARTS	164.87
213071	PARTS	368.80

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2645-GREINER MOTOR COMPANY		
213072	PARTS	127.75
213073	PARTS	1,200.03
	VENDOR TOTAL:	10,954.99
4128-GROSSENBURG IMPLEMENT INCORPORATED		
213056	PARTS	36.46
	VENDOR TOTAL:	36.46
5240-JACKSON GROUP PETERBILT		
212998	PARTS	65.43
213076	PARTS	74.34
213077	PARTS	534.40
213078	RETURN PARTS	-90.00
213079	PARTS	331.52
	VENDOR TOTAL:	915.69
5130-JENNER EQUIPMENT CO		
213067	PARTS	217.66
	VENDOR TOTAL:	217.66
1291-MIDLAND IMPLEMENT CO INC		
212992	PARTS	212.50
212993	PARTS	378.71
212994	PARTS	128.67
213083	PARTS	79.89
	VENDOR TOTAL:	799.77
5555-MISC EMPLOYEE VENDOR		
213127	CDL LICENSE REIMBURSEMENT	87.04
	VENDOR TOTAL:	87.04
1511-NORCO INC		
213001	STEEL BLADE	117.86
213002	CARBON DIOXIDE/ARGON	123.37
213057	AUGUST 2026 CYLINDER RENT	43.71

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
	VENDOR TOTAL:	284.94
5213-PARTSONE WYOSD LLC		
212967	PARTS	4.13
212968	PARTS	16.95
212969	PARTS	14.89
212970	PARTS	15.98
212971	PARTS	139.80
212972	PARTS	15.32
212973	PARTS	6.63
212974	PARTS	3.64
212975	PARTS	342.92
212976	PARTS	12.57
212977	PARTS	3.64
212978	PARTS	3.64
212979	PARTS	5.50
212980	PARTS	201.39
212981	PARTS	266.40
213087	PARTS	3.64
213088	PARTS	3.64
213089	PARTS	417.69
213090	RETURN PARTS	-33.10
213091	PARTS	3.64
213092	PARTS	3.64
213093	PARTS	3.64
213094	PARTS	3.64
213095	PARTS	3.64
213096	PARTS	3.64
213097	PARTS	3.64
213098	PARTS	3.64
213099	PARTS	3.64

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5213-PARTSONE WYOSD LLC		
213100	PARTS	3.64
213101	PARTS	3.64
213102	PARTS	28.13
213103	PARTS	15.16
213104	PARTS	15.11
213105	PARTS	39.60
213106	PARTS	12.57
213107	PARTS	75.93
213108	PARTS	6.45
213109	PARTS	212.78
213110	PARTS	17.62
213111	PARTS	3.64
213112	PARTS	364.55
213113	RETURN PARTS AND CORE DEPOSIT REFUND	-278.46
213114	PARTS	278.46
	VENDOR TOTAL:	2,276.85
5172-POWER EQUIPMENT COMPANY		
213065	PARTS	5,519.17
	VENDOR TOTAL:	5,519.17
4967-RDO EQUIPMENT CO		
212995	PARTS	136.73
	VENDOR TOTAL:	136.73
1500-SAFETY-KLEEN SYSTEMS INC		
213008	SHOP SOLVENT WASHER	64.36
	VENDOR TOTAL:	64.36
2070-SOUTHERN COMPUTER WAREHOUSE		
213250	REPLACEMENT APPLE DEVICES	862.44
213252	REPLACEMENT APPLE DEVICES	251.42
	VENDOR TOTAL:	1,113.86

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2315-THUNDER BASIN FORD LLC		
213074	PARTS	18.88
213075	PARTS	16.05
	VENDOR TOTAL:	34.93
2309-WHITE'S FRONTIER MOTORS		
212999	PARTS	165.13
213080	PARTS	323.69
213081	PARTS	129.87
213082	PARTS	224.44
	VENDOR TOTAL:	843.13
2385-WYOMING MACHINERY CO		
213005	PARTS	93.52
213006	PARTS	225.72
213068	PARTS	34.34
213069	PARTS	879.44
213070	PARTS	41.24
	VENDOR TOTAL:	1,274.26
	DIVISION TOTAL:	45,164.26
	DEPARTMENT TOTAL:	45,164.26
	FUND TOTAL:	104,953.84

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Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND		
25-FINANCE		
38-LIABILITY INSURANCE		
3023-HUB INTERNATIONAL MOUNTAIN STATES LIMITED		
212965	PUBLIC OFFICIAL BOND - CITY CLERK A ALLEN	100.00
212966	PUBLIC OFFICAL BOND - CS MANAGER L SHAMION	100.00
	VENDOR TOTAL:	200.00
5238-MODERN ELECTRIC CO		
212963	WESTOVER/4J TEMPORARY TRAFFIC LIGHT	1,500.00
	VENDOR TOTAL:	1,500.00
2033-POWDER RIVER CONSTRUCTION		
212945	OLD SALT SHED TEMPORARY WALL REPAIR	6,019.53
	VENDOR TOTAL:	6,019.53
	DIVISION TOTAL:	7,719.53
	DEPARTMENT TOTAL:	7,719.53
	FUND TOTAL:	7,719.53
	GRAND TOTAL:	4,105,585.00

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
77777-MISC ONE TIME VENDOR		
212411	CHIEF OF POLICE INTERVIEW TRAVEL REIMBURSEMENT	1,602.58
	VENDOR TOTAL:	1,602.58
	DIVISION TOTAL:	1,602.58
	DEPARTMENT TOTAL:	1,602.58
	FUND TOTAL:	1,602.58

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
3379-BLACK HILLS ENERGY			
212418		NATURAL GAS - 13144 HIGHWAY 51	32.95
		VENDOR TOTAL:	32.95
		DIVISION TOTAL:	32.95
		DEPARTMENT TOTAL:	32.95
		FUND TOTAL:	32.95

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1947-GILLETTE WINNELSON COMPANY			
212412		RETURNED SAFETY VALVE, RESTOCKING FEE, FREIGHT	737.78
		VENDOR TOTAL:	737.78
		DIVISION TOTAL:	737.78
		DEPARTMENT TOTAL:	737.78
		FUND TOTAL:	737.78
		GRAND TOTAL:	2,373.31

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	212440	WEEKLY CLAIMS	1,837.00
		VENDOR TOTAL:	1,837.00
		DIVISION TOTAL:	1,837.00
		DEPARTMENT TOTAL:	1,837.00
		FUND TOTAL:	1,837.00

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2493-BLACK HILLS POWER & LIGHT			
212438		JULY 2026 TRANSMISSION	345,312.37
		VENDOR TOTAL:	345,312.37
2697-BLACK HILLS WYOMING LLC			
212439		JULY 2026 CTII ENERGY	416,492.37
		VENDOR TOTAL:	416,492.37
2365-WYODAK RESOURCES DEVELOPMENT CORP			
212441		JULY 2026 WYGEN III COAL	175,157.03
		VENDOR TOTAL:	175,157.03
		DIVISION TOTAL:	936,961.77
		DEPARTMENT TOTAL:	936,961.77
		FUND TOTAL:	936,961.77
		GRAND TOTAL:	938,798.77

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	213135	WEEKLY CLAIMS	3,235.46
		VENDOR TOTAL:	3,235.46
2672-UMB BANK			
	213136	JULY 2026 P-CARDS	86,330.30
		VENDOR TOTAL:	86,330.30
2435-WYOMING STATE			
	213138	AUGUST 2026 SALES AND USE TAX	1.25
		VENDOR TOTAL:	1.25
		DIVISION TOTAL:	89,567.01
		DEPARTMENT TOTAL:	89,567.01
		FUND TOTAL:	89,567.01

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Invoice Number	Invoice Description	Amount
504-POWER FUND		
00-UNDEFINED		
00-UNDEFINED		
2435-WYOMING STATE		
213138	AUGUST 2026 SALES AND USE TAX	165,947.76
	VENDOR TOTAL:	165,947.76
	DIVISION TOTAL:	165,947.76
	DEPARTMENT TOTAL:	165,947.76

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2697-BLACK HILLS WYOMING LLC			
	213134	SEPTEMBER 2026 CTII GROUND LEASE	4,635.75
		VENDOR TOTAL:	4,635.75
2365-WYODAK RESOURCES DEVELOPMENT CORP			
	213137	SEPTEMBER 2026 WYGEN III GROUND LEASE	46,710.43
		VENDOR TOTAL:	46,710.43
		DIVISION TOTAL:	51,346.18
		DEPARTMENT TOTAL:	51,346.18
		FUND TOTAL:	217,293.94

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
00-UNDEFINED		
00-UNDEFINED		
2435-WYOMING STATE		
213138	AUGUST 2026 SALES AND USE TAX	295.00
	VENDOR TOTAL:	295.00
	DIVISION TOTAL:	295.00
	DEPARTMENT TOTAL:	295.00
	FUND TOTAL:	295.00

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Invoice Number		Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
213139		AUGUST 2026 ADMIN FEES AND STOP/LOSS	98,402.35
213141		DRUG COSTS, CLAIMS, COTIVITI, PREPAY CLAIMS	173,088.66
VENDOR TOTAL:			271,491.01
DIVISION TOTAL:			271,491.01
DEPARTMENT TOTAL:			271,491.01
FUND TOTAL:			271,491.01
GRAND TOTAL:			578,646.96

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
66666-MISC P-CARD VENDOR		
212554	REWARD GATEWAY (US) FUNDS FOR ERC	2,000.00
	VENDOR TOTAL:	2,000.00
	DIVISION TOTAL:	2,000.00
	DEPARTMENT TOTAL:	2,000.00

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
66666-MISC P-CARD VENDOR		
212785	2026 NUCLEAR ENERGY CONFERENCE - MAYOR LUNDVALL RE	649.00
212816	MAYOR LUNDVALL - 2026 NUCLEAR ENERGY CONF - HOTEL	296.67
212817	MAYOR LUNDVALL - 2026 NUCLEAR ENERGY CONF - AIRLIN	62.34
212818	MAYOR LUNDVALL - 2026 NUCLEAR ENERGY CONF - AIRLIN	62.34
212819	MAYOR LUNDVALL - 2026 NUCLEAR ENERGY CONF - AIRLIN	89.00
212820	MAYOR LUNDVALL - 2026 NUCLEAR ENERGY CONF - AIRLIN	89.00
212821	MAYOR LUNDVALL - 2026 NUCLEAR ENERGY CONF - AIRFAR	775.81
	VENDOR TOTAL:	2,024.16
	DIVISION TOTAL:	2,024.16
02-ADMINISTRATION		
1334-CASPER STAR TRIBUNE		
212497	SUBSCRIPTION	33.99
	VENDOR TOTAL:	33.99
66666-MISC P-CARD VENDOR		
212498	ANNUAL SUBSCRIPTION	120.00
212840	KAIROS DINNER - MAYOR, MIKE COLE, TYLER MILLER, 4	286.68
	VENDOR TOTAL:	406.68
	DIVISION TOTAL:	440.67
04-SPECIAL PROJECTS		
66666-MISC P-CARD VENDOR		
212457	WM SUPERCENTER #1485 TV'S CITY HALL REMODEL	596.00
212469	B&H PHOTO 800-606-6969 CAMERA MOUNTS FOR ATTORNEY	479.97
212529	AMAZON MKTPL*2J68397W3 PC MOUNTS FOR ATTORNEY CONF	56.98
	VENDOR TOTAL:	1,132.95
	DIVISION TOTAL:	1,132.95
	DEPARTMENT TOTAL:	3,597.78

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
15-ATTORNEY		
15-ATTORNEY		
66666-MISC P-CARD VENDOR		
212638	WYOMING STATE BAR SEAN BROWN CLE	350.00
	VENDOR TOTAL:	350.00
	DIVISION TOTAL:	350.00
	DEPARTMENT TOTAL:	350.00

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
20-HUMAN RESOURCES			
20-HUMAN RESOURCES			
66666-MISC P-CARD VENDOR			
	212532	SOCIETYFORHUMANRESOURCE MEMBERSHIP	299.00
	212535	SP NBI NATIONAL BUSI MINI LAW SCHOOL FOR HR PROFES	429.00
	212566	JERSEY MIKES ONLINE UC LUNCH & LEARN ADOBE INDESIG	73.56
	212770	WALMART.COM SUPPLIES FOR SUPERVISOR TRIANING	188.32
	212797	ALBERTSONS #0067 LUNCH FOR SUPERVISOR TRAINING	239.50
	212798	4IMPRINT INC BACKPACKS FOR NEW HIRES	997.62
	212815	ALBERTSONS #0067 SUPERVISOR TRAINING	15.96
	212822	FOOD FOR PD CHIEF CANDIDATES RECEPTION	147.00
	212841	ALBERTSONS #0067 LUNCH FOR SUPERVISOR TRAINING	63.46
	212849	SHRM CERTIFICATION	165.00
	212851	SUPPLIES / FOOD FOR PD CHIEF CANDIDATE INTERVIEWS	145.93
	212874	SQ *CAMPBELL COUNTY CEMET ROOM RENTAL FOR SUPERVIS	-200.00
	212875	STARBUCKS STORE 11320 SUPERVISOR TRAINING	42.00
	212904	SQ *THE DRIFT 307 LLC SEASONAL APPRICIATION	69.60
	212905	SQ *CAMPBELL COUNTY CEMET ROOM RENTAL FOR SUPERVIS	150.00
		VENDOR TOTAL:	2,825.95
		DIVISION TOTAL:	2,825.95
21-SAFETY			
66666-MISC P-CARD VENDOR			
	212496	UNITED 0162117016912 BCSP TRIP	724.01
		VENDOR TOTAL:	724.01
1458-NATIONAL SAFETY COUNCIL			
	212755	NATIONAL SAFETY COUNCIL MEMBERSHIP	1,099.00
		VENDOR TOTAL:	1,099.00
		DIVISION TOTAL:	1,823.01
		DEPARTMENT TOTAL:	4,648.96

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
66666-MISC P-CARD VENDOR		
212491	PAYROLLORG CERTIFICATE TRAINING REGISTRATION FEE	1,139.00
	VENDOR TOTAL:	1,139.00
	DIVISION TOTAL:	1,139.00
26-CUSTOMER SERVICE		
66666-MISC P-CARD VENDOR		
212446	AMAZON MKTPL*JT39A13J3 CUSTOMER SERVICE DUMDUMS	131.99
212652	USPS PO 5738000483 POSTAGE	11.02
	VENDOR TOTAL:	143.01
	DIVISION TOTAL:	143.01
34-INFORMATION TECHNOLOGY		
66666-MISC P-CARD VENDOR		
212443	AMAZON MKTPL*U48H75IE3 MONITOR WIPES	47.49
212459	AMAZON MKTPL*IO1D982E3 USB HUB	19.94
212487	IN *GEO JOBE GIS CONSULTI ESRI MANAGEMENT TOOL	2,900.00
212520	AMAZON MKTPL*WA5SS7FS3 REPLACEMENT KEYBOARD FOR PU	58.19
212570	AMAZON MARK* F693B0SF3 POE CONVERTERS	65.97
212594	AMAZON MKTPL*CE PMTS REFUND OF PUBLIC WORKS ADMIN	-58.19
212609	THE HOME DEPOT #6005 PARTS FOR STONE GATE ACCESS C	41.78
212616	TST* HOME OF THE HOT MESS COOKIES FOR CHERYL RETIR	100.80
212618	AMAZON RETA* Q23YE2YW3 REPLACEMENT KEYBOARD FOR PU	50.71
212624	TST*THE PRIME RIB RESTAU IT APPRECIATION & RETIREM	395.76
212631	THE HOME DEPOT #6005 VELCRO & SCREWS FOR ACCESS CO	36.50
212633	AMAZON MARK* LW1MG28V3 CABLE MANAGEMENT & CABLES F	118.85
212651	THE HOME DEPOT #6005 MISC SUPPLIES FOR ACCESS CONT	78.28
212709	AMAZON MKTPL*EA6Y83AO3 WALL CALENDAR	22.98
212720	THE UPS STORE 7144 RMA SHIPMENT OF BOXELDER SUB CA	160.17
212738	SHELTERMANAGER LTD SHELTER MANAGER	395.00
212754	OFFICE DEPOT #2635 USB DRIVES	49.99
212757	THE HOME DEPOT #6005 EXTENSION CORD AND POWER TAP	46.42

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
66666-MISC P-CARD VENDOR			
	212771	B&H PHOTO 800-606-6969 REPLACEMENT HR DOORBELL	1,029.00
	212786	AMAZON RETA* HM8EE8MM3 LABEL MAKER FOR NETWORK OFF	46.78
	212878	WWW.UI.COM FD VEHICLE MAINT BUILDING WIRELESS BRID	567.70
	212889	AMAZON RETA* 3K40O1OH3 NETWORK PATCH CABLES	591.80
	212898	WM SUPERCENTER #1485 USB DRIVES	45.76
	212907	AMAZON RETA* JP18G6Z33 REPLACEMENT HEADSET FOR GIS	91.99
		VENDOR TOTAL:	6,903.67
		DIVISION TOTAL:	6,903.67
		DEPARTMENT TOTAL:	8,185.68

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001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
5147-LAP PACIFIC ENTERPRISES, LLC			
212506	307 DRY CLEANERS - JUNE DRY CLEANING		119.95
212729	307 DRY CLEANERS - JULY DRY CLEANING		128.12
VENDOR TOTAL:			248.07
66666-MISC P-CARD VENDOR			
212444	LA POLICE GEAR - SRT UNIFORM		97.92
212460	RMA TOLL - ANNA K9 TRAINING IN TEXAS		58.83
212461	RMA TOLL - CLEMENS K9 TRAINING		66.38
212462	RMA TOLL - DILLMAN K9 TRAINING IN TEXAS		40.78
212463	RMA TOLL - T JOHNSON K9 TRAINING IN TX		56.71
212464	WM SUPERCENTER #1485 - JAY JOHNSON RETIREMENT		42.05
212482	BLUE360 MEDIA LLC - CRIMINAL LAW BOOKS		830.96
212503	TST*SILVER CREEK - LAW ENFORCEMENT BREAKFAST		179.35
212504	AMERICAN ASSOCIATION OF P - WAGEMAN MEMBERSHIP		125.00
212505	IDI - DETECTIVE MONTHLY APP		76.00
212513	breeze-wellbeing - INADVERTENT CHARGE - ANNA WILL		10.00
212518	UNIVERSAL ATHLETIC GILLET - BIKE PATROL SHOES		150.00
212521	AMERICAN ASSOCIATION OF P - ROZIER MEMBERSHIP		125.00
212527	PETCO 2419 - K9 SUPPLIES		56.98
212528	ANIMAL MEDICAL CENTER OF - K9 FRITZ		975.51
212540	LLRMI - WINTERHOLLER TRAINING		150.00
212548	IN *WYOMING WATER SOLUTIO - WATER FOR PD & ACO		130.90
212549	POCKETPRESS - POCKET CRIMINAL LAW BOOKS FOR OFFICE		664.33
212568	PD STICKERS FOR NATIONAL NIGHT OUT		425.25
212575	WALMART.COM 8009256278 - BOTTLED WATER		57.97
212589	THE HOME DEPOT #6005 - PATROL PD WEST		21.26
212595	AFTERPAY - INADVERTENT CHARGE - REIMUBRUSED		55.00
212611	THE HOME DEPOT #6005 - PATROL AC UNIT		598.00
212613	PETCO 2419 - K8 SUPPLIES		28.33
212620	On Sportswear - CALE REPLACEMENT BOOTS		252.00

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001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	212641	SQ *FIXIN' STITCHES - PATCHES ON UNIFORM SHIRTS	73.50
	212653	AMAZON RETA* D28GL9QH3 - FIREARMS	745.32
	212662	P4P 888-777-1762 - K9 DOG FOOD	247.36
	212673	breeze-wellbeing - INADVERTENT CHARGE - ANNA WILL	29.99
	212674	ANIMAL MEDICAL CENTER OF - K9 FRITZ	77.00
	212684	OFFICE DEPOT #2635 - RECORDS OFFICE CHAIR FOR MICH	283.49
	212685	SP ASP INC - ASP COURSE CANCELLED - AMOUNT REFUNDE	-200.00
	212692	SPO*C85BRANDINGIRON - PEER SUPPORT TRAINING	79.00
	212693	TEXAS ROADHOUSE #2497 - PEER SUPPORT TRAINING	95.84
	212694	CMON INN CASPER - HAHN & MORENO PEER SUPPORT TRAIN	123.20
	212695	CMON INN CASPER - TREBBY PEER SUPPORT TRAINING	123.20
	212719	THE HOME DEPOT #6005 MISC PARTS FOR PD COMMAND TRA	220.16
	212730	OFFICE DEPOT #1080 - PAPER CUTTER	131.24
	212743	UEP*HOKKAIDO RAMEN - PEER SUPPORT TRAINING	127.02
	212768	EXPEDIA 73500865080414 - BRASTRUP / CHARLES TRAINI	477.99
	212769	SQ *NATIONAL TACTICAL OFF - DAWE TRAINING	100.00
	212789	SQ *NATIONAL TACTICAL OFF - NASSET TRAINING	746.00
	212793	TMOBILE*LAW RELATION - SEARCH WARRANTS FOR DETECTI	100.00
	212809	ANIMAL MEDICAL CENTER OF - K9 FRITZ	27.72
	212814	THE HOME DEPOT #6005 MISC PARTS FOR PD COMMAND TRA	65.03
	212825	AMAZON MKTPL*8R1975EW3 HDMI ADAPTORS FOR PD COMMAN	99.98
	212826	AMAZON MKTPL*MC1SF3CK3 ETHERNET ADAPTORS FOR PD CO	29.62
	212829	QDOBA 2790 - BRASTRUP / CHARLES TRAINING	31.80
	212830	TST* THE WAREHOUSE GASTRO - BRASTRUP / CHARLES TRA	86.31
	212832	AFTERPAY - INADVERTENT CHARGE - REIMBURSED	44.04
	212833	ANIMAL MEDICAL CENTER OF - K9 FRITZ - I TOOK CARE	141.25
	212850	NNO TEMP TATTOOS & GEAR	212.95
	212856	JIMMY JOHNS - 1673 - CHARLES / BRASTRUP TRAINING	28.35
	212857	CKE*POWDER RIVER PIZZA SH - CHARLES / BRASTUP TRAI	61.97

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001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	212862	TST*OLHAS MARKET - BRASTRUP / CHARLES TRAINING	52.00
	212881	DASH INN - CHARLES / BRASTRUP TRAINING	15.73
	212882	DASH INN - CHARLES / BRASTRUP TRAINING	41.50
	212890	PETCO 2419 - K9 GRU SUPPLIES	27.29
	212901	SQ *NATIONAL TACTICAL OFF - BRASTRUP TRAINING	330.00
VENDOR TOTAL:			10,150.36
DIVISION TOTAL:			10,398.43
41-DISPATCH			
66666-MISC P-CARD VENDOR			
	212451	DISPATCH - DAY SHIFT	94.86
	212452	DISPATCH - NIGHT SHIFT	73.11
	212536	AMAZON MKTPL*5M4XS1PV3 - DISPATCH SUPPLIES	236.38
	212776	AMAZON MKTPL*D25CA8P03 - DISPATCH SUPPLIES	22.60
	212777	AMAZON MKTPL*HV2FB3DB3 - DISPATCH SUPPLIES	23.47
	212897	AMAZON MKTPL*VO24B49Q3 - DISPATCH SUPPLIES	35.95
	212914	AMAZON MKTPL*8I3IR00O3 - DISPATCH EQUIPMENT	39.98
VENDOR TOTAL:			526.35
DIVISION TOTAL:			526.35
44-ANIMAL CONTROL			
66666-MISC P-CARD VENDOR			
	212742	SQ *THAT EMBROIDERY PLACE - ANIMAL CONTROL UNIFORM	18.00
VENDOR TOTAL:			18.00
DIVISION TOTAL:			18.00
45-ANIMAL SHELTER			
66666-MISC P-CARD VENDOR			
	212471	GALLS - SHELTER UNIFORMS	72.99
	212473	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	312.00
	212485	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER	78.00
	212486	ANIMAL MEDICAL CENTER OF - RABIES	20.00

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001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
66666-MISC P-CARD VENDOR			
212490	RED HILLS VETERINARY HOSP - SPAY & NEUTER	69.25	
212507	ANIMAL MEDICAL CENTER OF - GRANT	68.50	
212510	RED HILLS VETERINARY HOSP - RABIES	10.00	
212511	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	72.88	
212525	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	185.50	
212556	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	48.50	
212557	TACO JOHNS 9222 - GRABBED WRONG CARD FOR LUNCH - I	-14.35	
212558	TACO JOHNS 9222 - GRABBED WRONG CARD FOR LUNCH - I	14.35	
212579	ANIMAL MEDICAL CENTER OF - RABIES	28.50	
212596	MWI ANIMAL HEALTH - EUTHANASIA	193.23	
212603	ANIMAL MEDICAL CENTER OF - RABIES	180.00	
212604	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	185.50	
212619	AMAZON MKTPL*2S14Y4UF3 - SHELTER EQUIPMENT	18.97	
212630	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	281.50	
212698	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	233.00	
212713	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	376.41	
212732	MED VET INTERNATIONAL - EUTHANASIA	38.46	
212733	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	244.50	
212734	ANIMAL MEDICAL CENTER OF - RABIES	39.00	
212744	RED HILLS VETERINARY HOSP - ANIMAL SURGERY REFUNDE	-350.36	
212745	RED HILLS VETERINARY HOSP - ANIMAL SURGERY	350.36	
212746	ANIMAL MEDICAL CENTER OF - RABIES	9.50	
212774	ANIMAL MEDICAL CENTER OF - RABIES	9.52	
212778	ANIMAL MEDICAL CENTER OF - RABIES / GRANT	77.00	
212806	ANIMAL MEDICAL CENTER OF - RABIES	19.00	
212807	AKC REUNITE - GRANT	190.00	
212808	WOEHL VETERINARY SERVICE - RABIES	27.00	
212811	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	185.50	
212834	AMAZON MKTPLACE PMTS - REFUND	-11.98	

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001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
66666-MISC P-CARD VENDOR			
212835	MWI ANIMAL HEALTH - ANIMAL CARE		16.75
212844	WAL-MART #1485 - ANIMAL CARE		2.18
212845	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES		319.12
212871	ANIMAL MEDICAL CENTER OF - RABIES		120.00
212872	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES		97.00
		VENDOR TOTAL:	3,817.28
2163-ZOETIS INC			
212794	ZOETIS INC - VACCINATIONS		624.00
		VENDOR TOTAL:	624.00
		DIVISION TOTAL:	4,441.28
		DEPARTMENT TOTAL:	15,384.06

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
66666-MISC P-CARD VENDOR		
212573	MENARDS GILLETTE WY CITY HALL REMODEL	143.90
212617	MENARDS GILLETTE WY CITY HALL REMODEL	219.75
212726	AMAZON MARK* 1J5ZZ4PW3 OFFICE CHAIR WHEELS FOR HAR	142.40
212727	AMAZON MARK* BA5FM7C43 CALCULATOR REPLACEMENT	154.97
212766	AMAZON MARK* DK2JR1EE3 TABLES FOR CH EVENTS	399.98
212804	GRAINGER ROLLER WHEELS FOR ACO KENNEL REPAIRS	111.12
212863	AMAZON MARK* O06N28LE3 CUSTODIAL SUPPLIES	35.96
212865	MENARDS GILLETTE WY REPAIR STOOLS CITY HALL RESTRO	71.86
212879	MENARDS GILLETTE WY NEW EVENT COOLERS	199.98
212913	SMALL FLOOR SCRUBBER	669.00
	VENDOR TOTAL:	2,148.92
	DIVISION TOTAL:	2,148.92
50-PUBLIC WORKS ADMIN		
66666-MISC P-CARD VENDOR		
212682	Wyoming Recreation P SAWLEY REGISTRATION FOR CONF	235.00
	VENDOR TOTAL:	235.00
	DIVISION TOTAL:	235.00
51-PARKS		
66666-MISC P-CARD VENDOR		
212509	GILLETTE CONTRACTOR'S SUPPLY TRUCK STOCK IRRIGATIO	460.02
212512	WYOMING WORK WAREHOUSE SHELBY WAGGENER WORK BOOTS	170.99
212514	TRACTOR SUPPLY CO #1896 JENNI SHERIDAN WORK BOOTS	134.99
212526	THE HOME DEPOT 6005 BEAUTIFICATION FLOWERS OF ENZI	83.80
212541	GILLETTE CONTRACTOR'S SUPPLY PARTS FOR HWY 59 REPA	28.00
212552	GILLETTE CONTRACTOR'S SUPPLY IRRIGATION REPAIR SUP	10.65
212553	GILLETTE CONTRACTOR'S SU IRRIGATION REPAIR SUPPLIE	102.13
212565	AMAZON MKTPL*QI9XQ0D53 GRAPE SEED OIL FOR GOOSE DE	146.99
212578	GILLETTE CONTRACTOR'S SUPPLY MATERIAL TO REPAIR SP	18.12
212597	MENARDS GILLETTE WY SUPPLIES FOR BUILDING PITCHING	56.63

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001-GENERAL FUND			
50-PUBLIC WORKS			
51-PARKS			
66666-MISC P-CARD VENDOR			
	212598	THE HOME DEPOT #6005 GRINDER REPLACEMENT HEAD- MOW	25.94
	212600	GILLETTE CONTRACTOR'S SUPPLY WILLAMETTE PARK IRRIG	166.06
	212601	MENARDS GILLETTE WY REPLACEMENT LIGHTS FOR DALBEY	27.57
	212605	MENARDS GILLETTE WY ENZI SUPPLIES SOFTBALL TOURNAM	27.72
	212608	NORCO - 80 - GILLETTE ELECTROLYTES	163.84
	212612	MENARDS GILLETTE WY LIGHT BULBS FOR ECSC SOFTBALL	59.88
	212628	THE HOME DEPOT #6005 BUCKETS TO HAUL ICE FOR LITTL	7.76
	212643	STINSON CONSTRUCTION TOPSOIL/ 30 TON	268.20
	212645	GILLETTE CONTRACTOR'S SUPPLY MATERIAL TO REPAIR BR	155.87
	212657	MENARDS GILLETTE WY PLIERS FOR UNIT 72	56.09
	212663	GILLETTE CONTRACTOR'S SUPPLY IRRIGATION SUPPLIES F	376.38
	212664	MENARDS GILLETTE WY MUSCLE SHELVES FOR FIRE STATIO	192.00
	212668	GILLETTE CONTRACTOR'S SUPPLY TRUCK STOCK 150196 IR	418.20
	212670	THE HOME DEPOT #6005 MATERIAL TO REPAIR DOOR SPRIN	9.14
	212688	THE HOME DEPOT #6005 TRUCK STOCK UNIT163 IRRIGATIO	39.94
	212701	THE HOME DEPOT #6005 SPRAYER FOR GOOSE DETERENT	28.97
	212711	THE HOME DEPOT #6005 ADAPTER NEEDED TO SUPPLY WATE	15.79
	212714	TRACTOR SUPPLY CO #1896 VOLE REPELLENT	31.98
	212715	MENARDS GILLETTE WY PLANTER TOOLS	53.93
	212735	MENARDS GILLETTE WY GRASS SEED & WEED FEED FOR ECS	136.92
	212740	MENARDS GILLETTE WY TOOL FOR IRRIGATION UNIT 70	20.99
	212753	WARNE CHEMICAL AND EQUIP SUPPLIES FOR WEED CONTROL	714.48
	212775	MENARDS GILLETTE WY FAN FOR ENZI SHOP, TARP STRAP	42.48
	212782	THE HOME DEPOT #6005 SPLASH PAD REPAIRS	4.98
	212783	MENARDS GILLETTE WY FAUCET FOR ECSC RESTROOM	70.76
	212784	MENARDS GILLETTE WY SPLASH PAD REPAIRS	4.99
	212795	GILLETTE CONTRACTOR'S SUPPLY BRODY PARK & SHOSHONE	426.73
	212796	GILLETTE CONTRACTOR'S SUPPLY SPRUCE AVE TREE BELT	78.94
	212823	NORCO - 80 - GILLETTE SAFETY GOGGLES & ELECTROLYTE	82.04

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001-GENERAL FUND			
50-PUBLIC WORKS			
51-PARKS			
66666-MISC P-CARD VENDOR			
	212824	STINSON CONSTRUCTION 4-6"MB DALBEY LANDSCAPING	222.20
	212836	THE HOME DEPOT #6005 REPLACEMENT HOSE, SILICONE FO	94.94
	212837	GILLETTE CONTRACTOR'S SUPPLY ECSC TREE LINE IRRIGA	15.44
	212852	NORCO - 80 - GILLETTE ABSORBANT PADS CLEAN UP OIL	59.17
	212861	GILLETTE CONTRACTOR'S SUPPLY IRRIGATION SUPPLIES F	85.50
	212896	GILLETTE CONTRACTOR'S SUPPLY MATERIAL TO REPAIR IR	519.96
	212911	TRUCK STOCK 163	6.50
	212912	4J/ FRONTIER	243.86
VENDOR TOTAL:			6,168.46
DIVISION TOTAL:			6,168.46
52-POOL			
66666-MISC P-CARD VENDOR			
	212813	SUNSCREEN (POOL)	104.16
VENDOR TOTAL:			104.16
DIVISION TOTAL:			104.16
53-FORESTRY			
66666-MISC P-CARD VENDOR			
	212560	MENARDS GILLETTE WY CLEVIS TO SECURE TREE	19.16
	212602	FSP*ISA ROCKY MTN ISA CONFERENCE FOR PAULETTE TABE	300.00
	212606	FSP*ISA ROCKY MTN ISA CONFERENCE CLASSES FOR ADAN	300.00
VENDOR TOTAL:			619.16
4296-RAYNE GARDENS			
	212672	RAYNE GARDENS SUCKER PUNCH FOR TREATING SUCKERS	66.00
VENDOR TOTAL:			66.00
DIVISION TOTAL:			685.16
54-STREETS			
66666-MISC P-CARD VENDOR			
	212456	THE HOME DEPOT #6005 MATERIALS TO PAINT NEW SCULPT	17.95
	212546	THE HOME DEPOT 6005 BOX FOR PATCH TRUCK TO HOLD BU	99.98

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001-GENERAL FUND			
50-PUBLIC WORKS			
54-STREETS			
66666-MISC P-CARD VENDOR			
	212639	TRU-TECH PRODUCTS (GILLETTE) TAC OIL HEAT PUMP FOR	387.71
	212659	MENARDS GILLETTE WY BUCKETS FOR PATCHING	62.70
	212683	NAPA AUTO PARTS RAGS NEEDED FOR EMULSION CLEAN UPS	80.00
	212763	THE HOME DEPOT #6005 NEW GRINDER TO REPLACE OLD ON	139.00
	212764	MENARDS GILLETTE WY SNOW FENCE FOR COMPLEX THIS FA	494.85
	212788	MENARDS GILLETTE WY PAINT FOR GRAFFITI ON TUNNELS	360.07
	212791	BOMGAARS #66 GILLETTE PLASTIC WEEDEATER BLADES	16.99
	212853	WAL-MART #1485 CUPS FOR OUR CANDY GIVE AWAY WINGS	4.62
	212858	THE HOME DEPOT #6005 SNOW FENCE TIEWIRE FOR TPOSTS	16.23
	212864	MENARDS GILLETTE WY ANTI FREEZE FOR PATCH TANK IN	110.97
		VENDOR TOTAL:	1,791.07
2038-POWDER RIVER POWER			
	212658	POWDER RIVER POWER PARTS FOR ELMUSION TANK	265.55
		VENDOR TOTAL:	265.55
		DIVISION TOTAL:	2,056.62
		DEPARTMENT TOTAL:	11,398.32

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
66666-MISC P-CARD VENDOR		
212445	SAFETY VEST FOR BNSF PROJECT	11.52
212447	MAP FRAMES - EN CONFERENCE ROOM	499.97
212481	FEDEX MAIL TO WYDOT	44.00
212574	EN-FN MEETING - MATERIALS STORAGE BUDGET REVIEW JO	210.29
	VENDOR TOTAL:	765.78
	DIVISION TOTAL:	765.78
61-BUILDING INSPECTION		
66666-MISC P-CARD VENDOR		
212661	AMAZON MKTPL*4J8U90NT3 - ERGONOMIC MATS FOR WES &	86.90
	VENDOR TOTAL:	86.90
	DIVISION TOTAL:	86.90
63-PLANNING		
66666-MISC P-CARD VENDOR		
212831	WESTERN PLANNER CONFERENCE REGISTRATION - AMY S.	375.00
212867	MARKERBOARD SUPPLIES - MEREDITH	42.73
	VENDOR TOTAL:	417.73
	DIVISION TOTAL:	417.73
64-CODE COMPLIANCE		
66666-MISC P-CARD VENDOR		
212792	WALL CLOCK - MARGARET	23.98
	VENDOR TOTAL:	23.98
	DIVISION TOTAL:	23.98
	DEPARTMENT TOTAL:	1,294.39

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
31-CITY CLERK/PRINT SHOP		
66666-MISC P-CARD VENDOR		
212479	WAMCAT DUES-CITY CLERK	77.93
212544	ADVERTISING (ELECTRIC JPB FY27)	109.02
212704	POSTAGE	500.00
212725	POSTAGE STMT 6.17.26-7.17.26	48.74
212894	POSTAGE	500.00
	VENDOR TOTAL:	1,235.69
	DIVISION TOTAL:	1,235.69
65-PUBLIC AFFAIRS ADMINISTRATION		
66666-MISC P-CARD VENDOR		
212533	PRESS SUBSCRIPTION - JULY	14.99
212584	ASCAP ANNUAL LICENSING FEE	464.50
212801	CLERKS PERMIT & REC. REQUEST CARDS	87.74
	VENDOR TOTAL:	567.23
	DIVISION TOTAL:	567.23
	DEPARTMENT TOTAL:	1,802.92
	FUND TOTAL:	48,662.11

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Invoice Number		Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
66666-MISC P-CARD VENDOR			
212475		BORDER STATES - 20UT02 AIRPORT AND MEANS CONTROL B	194.00
212476		CRUM ELECTRIC SUPPLY CO - 20UT02 MEANS AND AIRPORT	6.01
212586		THE HOME DEPOT #6005 - MEANS DOOR SECURITY	117.82
212587		BORDER STATES - MEANS CB CONSTRUCTION	943.33
212637		CRUM ELECTRIC SUPPLY CO - MEANS CB CONSTRUCTION	184.63
212656		THE HOME DEPOT #6005 - MEANS CB CONSTRUCTION	40.02
212761		BORDER STATES - MEANS CB CONSTRUCTION	490.50
212762		CRUM ELECTRIC SUPPLY CO - MEANS CB CONSTRUCTION	32.50
		VENDOR TOTAL:	2,008.81
		DIVISION TOTAL:	2,008.81
		DEPARTMENT TOTAL:	2,008.81
		FUND TOTAL:	2,008.81

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Invoice Number		Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND			
70-UTILITIES			
70-UTILITIES ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	212458	OFFICE SUPPLIES	33.72
	212501	JEFF BOWMAN FAREWELL BREAKFAST	200.10
	212502	OFFICE SUPPLIES	15.88
	212547	OFFICE SUPPLIES	2.74
	212593	OFFICE SUPPLIES RETURN	-15.35
	212660	POSTAGE MONTHLY SERVICE CHARGE (06.15.26 TO 07/15/	37.49
	212767	UTILITIES LOBBY SUPPLIES	39.86
	212895	ACCIDENTAL PERSONAL CHARGE (REIMBURSE ATTACHED)	42.99
VENDOR TOTAL:			357.43
DIVISION TOTAL:			357.43
71-ELECTRICAL ENGINEERING			
66666-MISC P-CARD VENDOR			
	212450	CPR TRAINING (PEG & MISTY) - 7/22/2026	164.00
	212495	CITY OF GILLETTE APPAREL	115.36
	212636	MILSOFT USERS CONFERENCE REGISTRATION	1,795.00
	212700	CITY OF GILLETTE LOGO MONOGRAMMING	70.00
VENDOR TOTAL:			2,144.36
DIVISION TOTAL:			2,144.36
76-SCADA			
66666-MISC P-CARD VENDOR			
	212474	BORDER STATES - 27SC01 TRUCK TOOLS	214.97
	212585	WYOMING WORK WAREHOUSE - SAFETY BOOTS	188.99
	212588	THE HOME DEPOT 6005 - 27SC01 SHOP AND TRUCK TOOLS	288.85
	212599	WYOMING WORK WAREHOUSE - FR CLOTHING	233.98
	212607	FR WORK PANTS	544.45
	212610	THE HOME DEPOT #6005 - TOOLS	48.85
	212860	THE HOME DEPOT #6005 - TRUCK TOOLS	63.94

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Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
76-SCADA		
66666-MISC P-CARD VENDOR		
212886	METAL BOX FOR PIPE THREADER	297.07
	VENDOR TOTAL:	1,881.10
	DIVISION TOTAL:	1,881.10
	DEPARTMENT TOTAL:	4,382.89
	FUND TOTAL:	4,382.89

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Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
66666-MISC P-CARD VENDOR		
212718	MENARDS GILLETTE WY CHARGERS & CORDS FOR TRASH TRU	149.00
212855	MENARDS GILLETTE WY STEP LADDER FOR FILLING UP TAN	82.58
212888	UNITED 0164717703914 BAGGAGE CHECK FOR SKYLAR	50.00
	VENDOR TOTAL:	281.58
	DIVISION TOTAL:	281.58
	DEPARTMENT TOTAL:	281.58
	FUND TOTAL:	281.58

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
66666-MISC P-CARD VENDOR			
	212448	TRAINING FOR WATER CERT.	299.99
	212449	DROP CLOTH FOR HYDRANTS & CHARGER	81.93
	212453	SS FITTINGS FOR PS-3 CLA-VAL	106.47
	212455	VALVE BOX RISER (LEDOUX AVE)	67.57
	212466	CONCRETE	157.10
	212467	ADJUSTABLE CHAIN SLING	584.15
	212468	PLATE CLAMP FOR STEEL PLATES	504.09
	212470	TOOLS FOR VALVE BOX CUTTER	18.94
	212472	TOOLS & SUPPLIES FOR TRUCK 33	74.76
	212477	TOOLS	17.47
	212488	PARTS FOR PRV PS-3	18.27
	212489	TOOLS FOR TRUCK	69.98
	212494	BLANKETS FOR BACK OF SUV TO HELP KEEP THEM CLEAN	23.96
	212516	OIL FOR OIL CHANGES @ DC-1 & DC-2	785.45
	212517	SPRAY PAINT FOR HYDRANTS	139.95
	212523	VESTS FOR SEASONALS	27.78
	212542	PARTS TO FIX IRRIGATION @ 1008 VANS COY (CUT OUT OF	18.28
	212543	CONCRETE TOOLS	208.42
	212551	ADAPTER FOR DIVER VALVE	43.61
	212564	TOOL FOR 119 & 227	65.04
	212571	REPLACEMENT WORK BOOTS	200.00
	212572	CONSUMABLES FOR CURB STOP INSTALL	87.22
	212577	FORM BOARDS & STAKES FOR CONCRETE	55.30
	212580	LOCATE STAKES FOR CJ	21.98
	212590	WORK PANTS	149.37
	212614	TRUCK 188 TOOLS	60.10
	212622	PARTS FOR PS-1 DRAIN	341.45
	212623	APACHE DRIVEWAY CONCRETE POUR	79.61
	212625	ADAPTER FOR VALVE DRAIN ON Z3R1	197.23

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
66666-MISC P-CARD VENDOR			
	212629	TEST GAS FOR THE AIR MONITOR	291.50
	212632	COTTON FOR PFAS SAMPLING/HANDLING	225.85
	212646	WORK SHIRTS	75.34
	212654	WYOWARN MTG (DINNER 7/14/26)	19.45
	212655	WYOWARN MTG (LUNCH 7/14/26)	27.60
	212675	WORK SHIRTS	100.79
	212678	WYOWARN MTG (BREAKFAST 7/14/26)	6.88
	212679	ELECTROLYTE PACKETS FOR EXTREME HEAT FOR CREW	520.00
	212680	AMAZON MKTPL*JZ8852OR3 - M15 FUSES	216.36
	212697	WORK SHIRTS	62.95
	212699	2 INCH CONDUIT PARTS FOR PRDF VAULT	36.33
	212702	LODGING FOR WARWS/WYOWARN & CYBER SECURITY ATTACKS	150.36
	212703	LODGING FOR WAS/WYOWARN & CYBER SECURITY ATTACKS M	150.36
	212707	WORK SHIRT & JEANS	250.00
	212708	UNIT 28 TOOL STOCK	13.98
	212710	WORK PANTS	43.99
	212716	WORK PANTS	193.47
	212717	WORK PANTS	62.99
	212721	FISH TAPE FOR CL2 ANALYZER	99.97
	212728	FEDEX94979815 MISC SHIPPING	29.91
	212747	PARTS/TRUCK STOCK	27.98
	212772	WORK CLOTHES	83.90
	212773	TOOLS FOR HYDRNAT FLUSHING	65.12
	212781	LAPTOP STAND & HYDRANT PAINT	151.83
	212787	AWWA INFRASTRUCTURE CONFERENCE & WORKSHOP	995.00
	212790	WORK SHIRTS	94.47
	212800	VAC TRUCK SUPPLY	6.98
	212803	PARTS FOR HYDRANT FLUSHING	4.32
	212838	GOOSE NECK SUPPLIES	23.79

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
66666-MISC P-CARD VENDOR		
212839	GOOSE NECK SUPPLIES	79.53
212846	TOOLS FOR TRUCK 33	36.94
212854	MADISON CL2 ANALYZER	38.76
212876	TRUCK STOCK	49.99
212877	PS-1 STORAGE	486.57
212885	FILTER FOR PR BPB	7.12
212887	LOCATOR COURSE (2 EMPLOYEES)	788.00
212900	WORK PANTS	207.97
212902	WORK SHIRTS	119.52
212903	WORK SHIRT	21.99
212908	WORK CLOTHES	71.06
212909	SPOT LIGHT FOR UNIT 42	49.99
	VENDOR TOTAL:	10,494.38
2038-POWDER RIVER POWER		
212621	PUMP HOSES	58.00
212626	PARTS FOR VAC TRUCK	210.68
212799	STONE GATE SUPPLIES	102.36
212842	TRUCK PARTS	51.18
212906	PRESSURE GAUGE	38.58
	VENDOR TOTAL:	460.80
	DIVISION TOTAL:	10,955.18
	DEPARTMENT TOTAL:	10,955.18
	FUND TOTAL:	10,955.18

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Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
66666-MISC P-CARD VENDOR		
212478	FR JEANS	413.96
212483	F.R. JEANS	283.47
212484	BOOTS FOR MICHAEL MILLARD	122.39
212492	WESTERN TIE PROJECT MATERIAL	298.00
212493	SUBSTATION FAN MOTOR	1,064.30
212515	OLD SHOP SUPPLIES	27.56
212531	SHOVEL FOR UNIT #116	101.10
212539	METER PARTS	258.33
212555	A/C FOR SUBSTATIONS	319.00
212561	WHITE SHED SUPPLIES	106.13
212562	WHITE SHED SUPPLIES	11.49
212640	OFFICE SUPPLIES	38.07
212696	TOOLS - UNIT #19	260.70
212731	OFFICE SUPPLIES	43.02
212741	TOOLS FOR UNIT #200	49.98
212810	TOOLS - UNIT #207	182.82
212847	HUSKIE TOOL REPAIR	438.45
212848	TOOLS - UNIT #152	115.00
212868	TOOL BAG - UNIT #200	48.76
212869	TOOLS - UNIT #200	14.49
212870	TOOLS FOR TRUCKS	248.78
212892	NCEES RECORD TO WY BOARD OF ENGINEERS/P.E. APPLICA	100.00
212893	PROFESSIONAL ENGINEER NEW APPLICATION	102.40
212910	WEED KILLER	34.99
	VENDOR TOTAL:	4,683.19
	DIVISION TOTAL:	4,683.19
	DEPARTMENT TOTAL:	4,683.19
	FUND TOTAL:	4,683.19

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
3695-IDEXX DISTRIBUTION INC			
	212583	LAB CHEMICALS	292.19
		VENDOR TOTAL:	292.19
66666-MISC P-CARD VENDOR			
	212442	ALLEN BITS/TOOLS	140.14
	212454	AIR FITTINGS FOR COMPRESSOR HOSE	5.58
	212499	PRESS FITTINGS	908.88
	212500	GREASE GUN FOR PVRS	13.47
	212519	FLOOR MATS FOR CAM-PLEX L.S.	67.18
	212524	NEW GLOVES	26.94
	212530	CONDUIT PARTS FOR TECH CENTER	573.09
	212534	BOLTS FOR RAS PROJECT	682.40
	212537	CONDUIT PARTS FOR TECH CENTER	51.35
	212550	BOMGAARS #66 GILLETTE - REPLACE SOFT START	2.94
	212559	GASKETS FOR BLOWER/RAS PROJECT	193.22
	212563	CONDUIT PARTS FOR TECH CENTER	31.32
	212567	PARTS FOR TV VAN	580.64
	212569	WHEEL CHOCKS	109.90
	212576	RATCHET/ WRENCHES/ VELCRO (REFUND & RESALE W/ NO T	-2.65
	212581	CONDUIT PARTS FOR SLEEPY HOLLOW	56.43
	212582	CONDUIT PARTS FOR SLEEPY HOLLOW	119.72
	212615	NUT SPLITTER & BOLT EXTRACTOR FOR HOLDING TANK CLE	69.97
	212635	BOLTS FOR RAS PROJECT	396.39
	212647	STUDS FOR RAS PROJECT	148.24
	212648	PORTABLE AC FOR UV CABINET	569.88
	212649	SLEEPY HOLLOW 8x8 ENCLOSURE	42.24
	212676	7/8" FLAT WASHER FOR RAS PROJECT	112.62
	212677	EXTENTION CORD USED FOR THREADER	54.98
	212681	NEW PPE	78.82
	212686	FANS (COOLING ELETRICAL CABINETS & MCC ROOMS)	468.00

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
66666-MISC P-CARD VENDOR			
	212687	LEATHER & RUBBER GLOVES	61.67
	212690	WHITE PAINT FOR LIFT STATION TRIM	27.45
	212691	COLLECTION 2 CERT. EXAM	108.00
	212712	PAINTING SUPPLIES	66.04
	212722	PARTS FOR SUMP REBUILD @ HERITAGE L.S.	30.66
	212723	SUPPLIES FOR SUMP REPLACEMENT @ HERITAGE L.S.	23.40
	212724	NEW SUMP PUMP FOR HERITAGE L.S.	89.99
	212736	DOOR MOUNTED EXHAUST FAN	244.98
	212748	SUPPLIES FOR WWTP	35.80
	212750	REPLACEMENT LED LAMP FOR UV BUILDING	172.21
	212751	CONDUIT PARTS	2.67
	212756	SAFETY GLASSES	20.64
	212758	PIPE FITTINGS & TEFLON TAPE FOR HERITAGE SUMP	25.70
	212759	MAINTENANCE SUPPLY RESTOCK	31.94
	212760	EXAM PREP C.E. CLASS	299.99
	212779	4 FT LED LIGHT FIXTURE FOR BLOWER/RAS BUILDING	94.47
	212802	BORDER STATES - SPRINKLER CONTROL BOX INSTALL	88.78
	212805	WHITE PAINT FOR BITTERCREEK TRIM	54.90
	212827	NEW GRINDER & BLADES	137.93
	212843	PAINT/ROLLERS FOR LIFT STATION CAPSULE	101.20
	212859	BORDER STATES - WWTF FIBER REPLACEMENT	513.80
	212866	FEDEX95277817 SHIPPING	44.14
	212880	NEW SAFETY WORK BOOTS	189.95
	212883	CHISEL SET & CONCRETE GRINDER WHEELS	24.94
	212899	REPLACEMENT FILTERS FOR WWTF	647.80
		VENDOR TOTAL:	8,640.74
1697-NORTHWEST SCIENTIFIC INC			
	212538	LAB CHEMICALS	122.23
	212752	LAB CHEMICALS	220.90

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
	VENDOR TOTAL:	343.13
2038-POWDER RIVER POWER		
212828	PARTS FOR INVENTORY	108.15
	VENDOR TOTAL:	108.15
	DIVISION TOTAL:	9,384.21
	DEPARTMENT TOTAL:	9,384.21
	FUND TOTAL:	9,384.21

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Invoice Number		Invoice Description	Amount
506-FIBER FUND			
70-UTILITIES			
78-FIBER			
66666-MISC P-CARD VENDOR			
	212780	CONDUIT PARTS	18.55
	212812	CONDUIT PARTS	77.30
VENDOR TOTAL:			95.85
DIVISION TOTAL:			95.85
DEPARTMENT TOTAL:			95.85
FUND TOTAL:			95.85

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	Invoice Number	Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
66666-MISC P-CARD VENDOR			
	212480	AMAZON MKTPL*1U37J27J3 DESKS FOR FINANCE TEMP OFFI	569.98
	212545	AMAZON MARK* QN34T1EV3 HVAC REPAIRS CW	47.64
	212591	AMAZON MKTPL*XQ2LJ71G3 DOOR REPAIRS CW	205.02
	212627	WIN*GILLETTE WINSUPPLY CITY WEST HVAC	16.50
	212644	WIN*GILLETTE WINSUPPLY CW FLEET HVAC REPAIRS	19.57
	212669	THE HOME DEPOT #6005 SUPPLIES TO REPAIR FLEET HVA	50.30
	212671	MENARDS GILLETTE WY BASEBALL AC UNIT	335.99
	212689	THE HOME DEPOT #6005 MATERIAL TO INSTALL A/C UNIT	13.98
	212739	AMAZON MKTPL*EP3BZ13T3 NEW RADIO'S FOR PW	379.90
	212765	AMAZON MKTPL*3941L80F3 DOOR REPAIRS CW	615.06
		VENDOR TOTAL:	2,253.94
		DIVISION TOTAL:	2,253.94
		DEPARTMENT TOTAL:	2,253.94
		FUND TOTAL:	2,253.94

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Invoice Number		Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
66666-MISC P-CARD VENDOR			
212465		NCI OF RAPID CITY LLC MIRROR BRACKETS FOR UNIT 220	241.99
212508		NCI OF RAPID CITY LLC MIRROR BRACKETS FOR UNIT 220	227.86
212522		NCI OF RAPID CITY LLC MIRROR BRACKET REFUND FOR UN	-241.99
212592		INT'L CODE COUNCIL INC UNDERGROUND STORAGE EXAM RE	130.00
212634		TRACTOR SUPPLY CO #1896 GASOLINE HOSE FOR PUMP 1	64.99
212642		IDENTIFIX BY SOLERA- IDENTIFIX YEARLY SUBSCRIPTION	1,548.00
212650		MAVERIK #293 GASOLINE FOR WATER TRIP TO TORRINGTON	57.57
212665		THE HOME DEPOT #6005 PD COMMAND TRAILER UPFIT ELCT	126.10
212666		GILLETTE RV TECH PD COMMAND TRAILER UPFIT RV PLUG	36.68
212667		MENARDS GILLETTE WY UPFIT FOR COMMAND TRAILER WALL	9.97
212705		SMITHS FOOD #4180 SUPPLIES FOR VM TEAM MEETING	143.19
212706		KOEHLERS MEAT AND SAUSAGE SUPPLIES FOR VM TEAM MEE	69.87
212737		MENARDS GILLETTE WY UPFIT, SEALER FOR TECHNOLOGY M	12.97
212749		MENARDS GILLETTE WY UPFIT COMMAND TRAILER WALL ANC	-9.97
212873		SAFETY KLEEN SYSTEMS WASTE OIL DISPOSAL	868.29
212884		E GROUP INC PATCHES FOR NEW UNIFORMS	287.02
212891		UNITED 0164717703517 ADAM BACHE BAGGAGE TICKE	50.00
		VENDOR TOTAL:	3,622.54
		DIVISION TOTAL:	3,622.54
		DEPARTMENT TOTAL:	3,622.54
		FUND TOTAL:	3,622.54
		GRAND TOTAL:	86,330.30



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2026**

TITLE:

A Proclamation Designating September 2026 as *Suicide Awareness and Prevention Month*.
~ Teddric Walker, Campbell County Prevention Specialist

STAFF RECOMMENDATION:

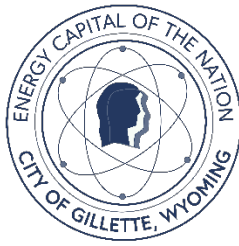
Michael H. Cole, City Administrator

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[Suicide Prevention 2026 Proclamation](#)



PROCLAMATION

WHEREAS; with September being recognized as “Suicide Awareness and Prevention Month”, the Suicide Awareness and Prevention Month Proclamation was created to raise the visibility of mental health and pro-active suicide prevention resources in our community. We also want to start the conversation, destigmatize it, and help connect people with the appropriate support services; and

WHEREAS; suicide is a major public health issue that requires vigilant attention and prevention action with 10 deaths by suicide recorded in Campbell County so far in 2026; and

WHEREAS; each death by suicide directly impacts numerous family members, friends, loved ones, and by extension the entire community; and

WHEREAS; Campbell County Suicide Coalition is committed to raising awareness, providing education and training on suicide prevention, and reducing stigma; and

WHEREAS; the City of Gillette is committed to ensuring that those in need have access to services by healthcare providers trained in best practices to reduce suicide risk, to reducing the stigma associated with using behavioral health treatment or losing a loved one to suicide; and

WHEREAS; Campbell County Suicide Prevention Coalition conducts suicide alertness, awareness, and prevention training monthly for community members with dozens of individuals trained last year; and

WHEREAS; no single suicide prevention effort will be sufficient or appropriate for all populations or communities; all community members are asked to join together to take a stand and help those who are contemplating suicide; and

WHEREAS; the week of September 6-12, 2026 is recognized across the United States as a suicide prevention week; and September is recognized across the United States and provides the opportunity to educate oneself about the warning signs, and how to help those in a suicidal crisis;

NOW THEREFORE, I, Mayor Shay Lundvall and the Gillette City Council declare September 2026 as

“Suicide Awareness and Prevention Month”

in the City of Gillette, Wyoming and call upon all members of our City to support efforts that increase community awareness, understanding and action to promote mental health awareness in Gillette and across our Nation.

Signed this 15th day of September 2026

Shay Lundvall, Mayor

Alicia Allen, City Clerk (Attest)



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Urban Renewal Authority Presentation - Mark Christensen, AVI Consultants

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[2026_Urban Renewal Statutes](#)

ARTICLE 1 - URBAN DEVELOPMENT

15-9-101. Short title.

This chapter may be cited as the "Wyoming Urban Renewal Code."

15-9-102. Legislative findings.

(a) It is hereby found and declared that there exists in municipalities of the state slum and blighted areas (as herein defined) which constitute a serious and growing menace, injurious to the public health, safety, morals and welfare of the residents of the state; that the existence of such areas contributes substantially and increasingly to the spread of disease and crime, constitutes an economic and social liability imposing onerous municipal burdens which decrease the tax base and reduce tax revenues, substantially impairs or arrests the sound growth of municipalities, retards the provision of housing accommodations, aggravates traffic problems and substantially impairs or arrests the elimination of traffic hazards and the improvement of traffic facilities; and that the prevention and elimination of slums and blight is a matter of state policy and state concern.

(b) It is further found and declared that certain slum or blighted areas, or portions thereof, may require acquisition, clearance, and disposition subject to use restrictions, as provided in this act, since the prevailing conditions of decay may make impracticable the reclamation of the area by conservation or rehabilitation; that other areas or portions thereof may, through the means provided in this act, be susceptible to conservation or rehabilitation in such a manner that the conditions and evils hereinbefore enumerated may be eliminated, remedied or prevented; and that salvageable slum and blighted areas can be conserved and rehabilitated through appropriate public action as herein authorized, and the cooperation and voluntary action of the owners and tenants of property in such areas.

(c) It is further found and declared that the powers conferred by this act are for public uses and purposes for which public money may be expended and the power of eminent domain and police power exercised; and that the necessity in the public interest for the provisions herein enacted is hereby declared as a matter of legislative determination.

15-9-103. Definitions.

(a) As used in this chapter, unless a different meaning is clearly indicated by the context:

(i) "Agency" or "urban renewal agency" means a public agency created by W.S. 15-9-134;

(ii) "Area of operation" means the area within the corporate limits of the municipality and the area within five (5) miles of those limits, except that it may include any area which lies within the territorial boundaries of another incorporated city or town if a resolution has been adopted by the governing body of the other city or

town consenting to the inclusion and it may include any unincorporated area within five (5) miles of the corporate limits of the municipality if a resolution has been adopted by the county commissioners of the unincorporated area consenting to the inclusion;

(iii) "Blighted area" means an area which by reason of the presence of a substantial number of slums, deteriorated or deteriorating structures, predominance of defective or inadequate street layout, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessments, delinquency exceeding the fair value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of those factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use. However, if the blighted area consists of open land, the conditions contained in W.S. 15-9-110(b) apply and any disaster area referred to in W.S. 15-9-112 constitutes a "blighted area";

(iv) "Bonds" means any bonds, notes, interim certificates, certificates of indebtedness, debentures or other obligations;

(v) "Clerk" means the clerk or other official of the municipality who is the custodian of the official records of the municipality;

(vi) "Council" or "commission" means a council, board, commission, department, division, office, body or other unit of the municipality;

(vii) "Federal government" means the United States of America or any agency or instrumentality thereof;

(viii) "Local governing body" means the commission, council or other legislative body charged with governing the municipality;

(ix) "Mayor" means the mayor of a municipality or other officer or body having the duties customarily imposed upon the executive head of a municipality;

(x) "Municipality" means any incorporated or chartered city or town as established under Wyoming law;

(xi) "Obligee" means any bondholder, agents or trustees for any bondholders, or lessor demising to the municipality, property used in connection with an urban renewal project, or any assignee or assignees of the lessor's interest or any part thereof, and the federal government if it is a party to any contract with the municipality;

(xii) "Person" means any individual, firm, partnership, corporation, company, association, joint stock association or body

politic and includes any trustee, receiver, assignee or other person acting in a similar representative capacity;

(xiii) "Public body" means the state, or any county, municipality, board, commission, authority, district or any other subdivision or public body thereof;

(xiv) "Public officer" means any officer who is in charge of any department or branch of the government of the municipality relating to health, fire, building regulations or any other activities concerning dwellings in the municipality;

(xv) "Real property" means all lands, including improvements and fixtures thereon, and property of any nature appurtenant thereto, or used in connection therewith, and every estate, interest, right and use therein, including terms for years and liens by way of judgment, mortgage or otherwise;

(xvi) "Slum area" means an area in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of those factors is conducive to ill health and is detrimental to the public safety, morals or welfare;

(xvii) "Urban renewal area" means a slum area or a blighted area or a combination thereof which the local governing body designates as appropriate for an urban renewal project;

(xviii) "Urban renewal plan" means a plan, as it exists from time to time, for one (1) or more urban renewal areas, or for any urban renewal project, which:

(A) Conforms to the general plan for the municipality as a whole, except as provided in W.S. 15-9-112, and is consistent with definite local objectives respecting appropriate land uses, improved traffic, public transportation, public utilities, recreational and community facilities and other public improvements; and

(B) Is sufficiently complete to indicate land acquisition, demolition and removal of structures, redevelopment, improvements and rehabilitation as may be proposed to be carried out in the urban renewal area, zoning and planning changes, if any, land used, maximum densities and building requirements.

(xix) "Urban renewal project" includes undertakings and activities of a municipality in one (1) or more urban renewal areas for the elimination and for the prevention of the development or spread of slums and blight, and may involve slum clearance and redevelopment in an urban renewal area, or rehabilitation or conservation in an urban renewal area, or any combination or part thereof in accordance with an urban renewal plan. The undertakings and activities may include:

(A) Acquisition of a slum area or a blighted area or portion thereof;

(B) Demolition and removal of buildings and improvements;

(C) Installation, construction or reconstruction of streets, utilities, parks, playgrounds and other improvements necessary for carrying out in the urban renewal area the urban renewal objectives of this chapter in accordance with the urban renewal plan;

(D) Disposition of any property acquired in the urban renewal area at its fair value for uses in accordance with the urban renewal plan;

(E) Carrying out plans for a program of voluntary or compulsory repair and rehabilitation of buildings or other improvements in accordance with the urban renewal plan; and

(F) Acquisition of any other real property in the urban renewal area if necessary to eliminate unhealthy, unsanitary or unsafe conditions, lessen density, eliminate obsolete or other uses detrimental to the public welfare, or otherwise to remove or prevent the spread of blight or deterioration or to provide land for needed public facilities.

15-9-104. Private enterprise to be preferred; when considered.

(a) A municipality, to the greatest extent it determines to be feasible in carrying out the provisions of this chapter and consistent with its needs, shall afford maximum opportunity to the rehabilitation or redevelopment of the urban renewal area by private enterprise. A municipality shall give consideration to this objective in exercising its powers under this chapter, including the:

(i) Formulation of a workable program;

(ii) Approval of communitywide plans or programs for urban renewal and general neighborhood renewal plans (consistent with the general plan of the municipality);

(iii) Exercising of its zoning powers;

(iv) Enforcement of other laws, codes and regulations relating to the use of land and the use and occupancy of buildings and improvements;

(v) Disposition of any property acquired; and

(vi) Provision of necessary public improvements.

15-9-105. Workable program; formulation; objectives and provisions thereof.

(a) For the purposes of this chapter a municipality may formulate for itself a workable program for utilizing appropriate private and public resources to:

(i) Eliminate and prevent the development or spread of slums and urban blight;

(ii) Encourage needed urban rehabilitation;

(iii) Provide for the redevelopment of slum and blighted areas; or

(iv) Undertake any of those activities or other feasible municipal activities as may be suitably employed to achieve the objectives of a workable program.

(b) A workable program may include provisions for the:

(i) Prevention of the spread of blight through diligent enforcement of housing, zoning and occupancy controls and standards;

(ii) Rehabilitation or conservation of slum and blighted areas or portions thereof by:

(A) Replanning;

(B) Removing congestion;

(C) Providing parks, playgrounds and other public improvements;

(D) Encouraging voluntary rehabilitation; and

(E) Compelling the repair and rehabilitation of deteriorated or deteriorating structures.

(iii) Clearance and redevelopment of slum and blighted areas or portions thereof.

15-9-106. Initiative resolution; how adopted; findings.

(a) No municipality shall exercise the authority conferred upon municipalities by this chapter until the local governing body, on its own motion or by virtue of a petition signed by twenty-five (25) or more electors of the municipality, has adopted a resolution finding that:

(i) One (1) or more slum or blighted areas exist in the municipality; and

(ii) The rehabilitation, conservation, redevelopment or a combination thereof of the area or areas is necessary in the interest of the public health, safety, morals or welfare of the residents of the municipality.

15-9-107. Preliminary requirements for projects; generally.

An urban renewal project for an urban renewal area shall not be planned or initiated unless the governing body, by resolution, has determined the area to be a slum area or a blighted area or a combination thereof and designated it as appropriate for an urban renewal project. A municipality shall not acquire real property for any urban renewal project unless the local governing body has approved the urban renewal project in accordance with W.S. 15-9-110.

15-9-108. Preliminary requirements for projects; preparation of plan; review by commission.

A municipality may prepare an urban renewal plan or have one prepared by the urban renewal agency established in W.S. 15-9-134. Any person or agency may also submit an urban renewal plan to a municipality. Prior to approving an urban renewal project, the local governing body shall submit the urban renewal plan to the planning commission of the municipality, if any, for review and recommendations as to its conformity with the general plan for the development of the entire municipality. The planning commission shall submit its written recommendations with respect to the proposed urban plan to the local governing body within thirty (30) days after receipt of the plan for review. Upon receipt of the planning commission recommendations, or if no recommendations are received within thirty (30) days, the local governing body may proceed with the hearing on the proposed urban renewal project in accordance with the provisions of W.S. 15-9-109.

15-9-109. Preliminary requirements for projects; hearing; publication and contents of notice.

(a) The local governing body, under rules or procedures it determines, shall hold a public hearing on any urban renewal project.

(b) A notice of the hearing shall be published in a newspaper having a general circulation in the area of operation of the municipality for two (2) successive weeks, with the last publication thereof to be at least five (5) days prior to the hearing. The notice shall:

(i) Describe the time, date, place and purpose of the hearing;

(ii) Generally identify the urban renewal area covered by the plan; and

(iii) Outline the general scope of the urban renewal project under consideration.

15-9-110. Preliminary requirements for projects; approval by and findings of governing body.

(a) Following the hearing specified in W.S. 15-9-109, the local governing body may approve an urban renewal project and the plan

therefor if it finds that:

(i) A feasible method exists for the relocation of families who will be displaced from the urban renewal area in decent, safe and sanitary dwelling accommodations within their means and without undue hardship to those families;

(ii) The urban renewal plan conforms to the general plan of the municipality as a whole;

(iii) The urban renewal plan gives due consideration to the provision of adequate park and recreational areas and facilities that may be desirable for neighborhood improvement, with special consideration for the health, safety and welfare of children residing in the general vicinity of the site covered by the plan;

(iv) The urban renewal plan affords maximum opportunity, consistent with the municipality's needs, for the rehabilitation or redevelopment of the urban renewal area by private enterprise.

(b) If the urban renewal area consists of an area of open land to be acquired by the municipality, the area shall not be so acquired unless:

(i) If it is to be developed for residential uses, the local governing body shall determine that:

(A) A shortage of housing of sound standards and design which is decent, safe and sanitary exists in the municipality;

(B) The need for housing accommodations has been or will be increased as a result of the clearance of slums in other areas;

(C) The conditions of blight in the area and the shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime and constitute a menace to the public health, safety, morals or welfare; and

(D) The acquisition of the area for residential uses is an integral part of and essential to the program of the municipality;

(ii) If it is to be developed for nonresidential uses, the local governing body shall determine that the:

(A) Nonresidential uses are necessary and appropriate to facilitate the proper growth and development of the community in accordance with sound planning standards and local community objectives;

(B) Acquisition may require the exercise of governmental action as provided in this chapter, because of:

(I) Defective or unusual conditions of title;

(II) Diversity of ownership;

(III) Tax delinquency;

(IV) Improper subdivisions;

(V) Outmoded street patterns;

(VI) Deterioration of site;

(VII) Economic disuse;

(VIII) Unsuitable topography or faulty lot layouts;

(IX) Need for the correlation of the area with other areas of a municipality by streets and modern traffic requirements; or

(X) Any combination of factors specified in this subparagraph or other conditions which retard development of the area.

15-9-111. When plan modifiable and effective.

(a) An urban renewal plan may be modified at any time. If a plan is modified after the lease or sale by the municipality of real property in the urban renewal project area, the modification may be conditioned upon the approval of the owner, lessee or successor in interest as the municipality deems advisable. The modification is subject to any rights at law or in equity as a lessee or purchaser, or his successor or successors in interest, are entitled to assert.

(b) Upon the approval by a municipality of an urban renewal plan or of any modification thereof, the plan or modification is deemed to be in full force and effect, and the municipality may then cause the plan or modification to be carried out in accordance with its terms.

15-9-112. Provisions not applicable for disaster area.

Notwithstanding any other provisions of this chapter, if a local governing body certifies that an area is in need of redevelopment or rehabilitation as a result of a flood, fire, tornado, earthquake, storm or other catastrophe for which the governor of the state has certified the need for disaster assistance under 42 U.S.C. 5121 et seq., or other federal law, the local governing body may approve an urban renewal plan and an urban renewal project for that area without regard to the provisions of W.S. 15-9-109 and the provisions of this act requiring a general plan for the municipality and a public hearing on the urban renewal project.

15-9-113. General powers of municipality.

(a) In addition to any other powers specified by law, every municipality has all the powers necessary to carry out the purposes and provisions of this chapter, including the following powers:

(i) To undertake and carry out urban renewal projects and related activities within its area of operation; and to:

(A) Make and execute contracts and other instruments necessary or convenient to the exercise of its powers under this act;

(B) Disseminate slum clearance and urban renewal information.

(ii) To provide or to arrange or contract for the furnishing or repair by any person or agency, public or private, of services, privileges, works, streets, roads, public utilities or other facilities for or in connection with an urban renewal project;

(iii) To install, construct and reconstruct streets, utilities, parks, playgrounds and other public improvements;

(iv) To agree to any conditions that it deems reasonable and appropriate attached to federal financial assistance and imposed pursuant to federal law relating to the determination of prevailing salaries or wages or compliance with labor standards, in the undertaking or carrying out of an urban renewal project and related activities and to include in any contract let in connection with such a project and related activities, provisions to fulfill those conditions as it deems reasonable and appropriate;

(v) Within its area of operation, to enter into any building or property in any urban renewal area in order to make inspections, surveys, appraisals, soundings or test borings, and to obtain an order for this purpose from a court of competent jurisdiction in the event entry is denied or resisted as provided by law;

(vi) To acquire by purchase, lease, option, gift, grant, bequest, devise, eminent domain or otherwise, any real property (or personal property for its administrative purposes) together with any improvements thereon and to hold, improve, clear or prepare for redevelopment any such property;

(vii) To mortgage, pledge, hypothecate or otherwise encumber or dispose of any real property;

(viii) To insure or provide for the insurance of any real or personal property;

(ix) To enter into any contracts necessary to effectuate the purposes of this act;

(x) To invest any urban renewal project funds held in reserves or sinking funds or any such funds not required for immediate disbursement in property or securities in which savings banks may legally invest funds subject to their control, or to deposit in savings accounts in national or state banks and to redeem any bonds issued pursuant to W.S. 15-9-119 at the redemption price established therein or

to purchase those bonds at less than redemption price, all such bonds so redeemed or purchased to be cancelled;

(xi) To borrow money and to apply for and accept any form of financial assistance from any source for the purposes of this chapter, to give such security as may be required, to enter into and carry out contracts or agreements in connection therewith and to include in any contract for financial assistance with the federal government for or with respect to any urban renewal project and related activities such conditions imposed pursuant to federal laws as the municipality deems reasonable and appropriate and which are not inconsistent with the purposes of this chapter;

(xii) Within its area of operation, to make or have made all surveys and plans necessary to the carrying out of the purposes of this chapter and to contract with any person, public or private, in making and carrying out those plans and to adopt or approve, modify and amend those plans, which plans may include but are not limited to:

(A) A general plan for the locality as a whole;

(B) Urban renewal plans;

(C) Plans for carrying out a program of voluntary or compulsory repair and rehabilitation of buildings and improvements;

(D) Plans for the enforcement of state and local laws, codes, ordinances and regulations relating to the use of land, the use and occupancy of buildings and improvements and to the compulsory repair, rehabilitation, demolition or removal of buildings and improvements; and

(E) Perform or contract the performance of appraisals, title searches, surveys, studies and other plans and work necessary to prepare for the undertaking of urban renewal projects and related activities, to develop, test and report methods and techniques and carry out demonstrations and other activities for the prevention and the elimination of slums and urban blight.

(xiii) To prepare plans for and assist in the relocation of any persons displaced by an urban renewal project, and to make relocation payments to or with respect to those persons for moving expenses and losses of property for which reimbursement or compensation is not otherwise made, including the making of such payments financed by the federal government;

(xiv) To appropriate funds, make expenditures and levy taxes and assessments as may be necessary to carry out the purposes of this act;

(xv) To zone or rezone any part of the municipality or make exceptions from building regulations;

(xvi) To enter into agreements with an urban renewal agency vested with urban renewal project power under W.S. 15-9-133, which agreements may extend over any period, notwithstanding any provision or rule of law to the contrary, respecting action to be taken by a municipality pursuant to any of the powers granted by this chapter;

(xvii) To close, vacate, plan or replan streets, roads, sidewalks, ways or other places;

(xviii) To plan or replan any part of the municipality;

(xix) Within its area of operation, to organize, coordinate and direct the administration of the provisions of this act as they apply to the municipality in order that the objective of remedying slum and blighted areas and preventing the causes thereof within the municipality may be most effectively promoted and achieved and to establish new offices of the municipality or to reorganize existing offices in order to carry out the purpose most effectively;

(xx) To exercise all or any part or combination of powers granted by this section; and

(xxi) To plan and undertake neighborhood development programs consisting of urban renewal project undertakings and activities in one (1) or more urban renewal areas which are planned and carried out on the basis of annual increments in accordance with the provisions of this chapter for planning and carrying out urban renewal projects.

15-9-114. Condemnation.

(a) A municipality has the right to acquire by condemnation any interest in real property, including a fee simple title thereto, which it deems necessary for or in connection with an urban renewal project under this chapter. A municipality may exercise the power of eminent domain in the manner now provided or which may be hereafter provided by any other statutory provisions. Property already devoted to a public use may be acquired in like manner, provided that no real property belonging to the United States, the state or any political subdivision thereof, may be acquired without its consent.

(b) In any proceeding to fix compensation for damages for the taking or damaging of property, or any interest therein, through the exercise of the power of eminent domain or condemnation, evidence or testimony bearing upon the following matters is admissible and shall be considered, in addition to evidence or testimony otherwise admissible, in fixing the compensation for damages:

(i) Any use, condition, occupancy or operation of the property, which is unlawful or violative of or subject to elimination, abatement, prohibition or correction under any law or any ordinance or regulatory measure of the state, county, municipality, other political subdivisions or any agency thereof, in which the property is located, as being unsafe, substandard, unsanitary or otherwise contrary to the public health, safety or welfare;

(ii) The effect on the value of the property of any such use, condition, occupancy or operation, or of the elimination, abatement, prohibition or correction of any such use, condition, occupancy or operation.

(c) The testimony or evidence specified in subsection (b) of this section is admissible notwithstanding that no action has been taken by any public body or public office toward the abatement, prohibition, elimination or correction of any such use, condition, occupancy or operation. Testimony or evidence that any public body or public office charged with the duty or authority so to do has rendered, made or issued any judgment, decree, determination or order for the abatement, prohibition, elimination or correction of any such use, condition, occupancy or operation is admissible and is prima facie evidence of the existence and character of that use, condition or operation.

15-9-115. Property acquired in project; disposition and use generally.

(a) A municipality may:

(i) Sell, lease or otherwise transfer real property or any interest therein acquired by it in an urban renewal project;

(ii) Enter into contracts with respect to such property for residential, recreational, commercial, industrial, educational or other uses or for public use; or

(iii) Retain the property or interest for public use in accordance with the urban renewal plan, subject to any covenants, conditions and restrictions, including covenants running with the land, as it deems necessary or desirable to assist in preventing the development or spread of future slums or blighted areas or to otherwise carry out the purposes of this chapter.

(b) The sale, lease, other transfer or retention of property specified in subsection (a) of this section, and any agreement relating thereto, may be made only after the local governing body approves the urban renewal plan.

(c) The purchasers or lessees and their successors and assigns are obliged to devote the real property only to the uses specified in the urban renewal plan and may be obligated to comply with any other requirements the municipality determines to be in the public interest, including the obligation to begin within a reasonable time any improvements on the real property required by the urban renewal plan. With respect to any real property in an urban renewal area acquired by any public body, political subdivision, agency or office of the state for uses in accordance with an urban renewal plan, the public body, political subdivision, agency or office of the state is authorized to obligate itself and its successors or assigns to devote the real property only to the uses specified in the urban renewal plan and, to

the extent funds have been authorized or appropriated, to obligate itself to begin improvements required by the urban renewal plan.

(d) The real property or interest shall be sold, leased, otherwise transferred or retained at not less than its fair value for uses in accordance with the urban renewal plan. In determining the fair value, a municipality shall give consideration to:

(i) The uses provided therein;

(ii) The restrictions upon and the conditions and obligations assumed by the purchaser or lessee or by the municipality retaining the property; and

(iii) The objectives of the plan for the prevention of the recurrence of slum or blighted areas.

(e) The municipality in any instrument of conveyance to a private purchaser or lessee may provide that the purchaser or lessee is without power to sell, lease or otherwise transfer the real property without the prior written consent of the municipality until he has completed the construction of any improvements which he is obligated to construct thereon. Real property acquired by a municipality which is to be transferred in accordance with the provisions of the urban renewal plan, shall be transferred as rapidly as feasible in the public interest consistent with carrying out of the provisions of the plan. Any contract for the transfer and the urban renewal plan shall be recorded in the land records of the county in the manner provided by law to afford actual or constructive notice thereof.

15-9-116. Property acquired in project; disposition to private persons; procedure; notice; proposals; contracts.

(a) A municipality may:

(i) Dispose of real property in an urban renewal area to private persons only under reasonable procedures it prescribes or as are provided in this section;

(ii) By notice published once each week for four (4) consecutive weeks in a newspaper having a general circulation in the community, prior to the execution of any contract to sell, lease or otherwise transfer real property and prior to the delivery of any instrument of conveyance with respect thereto under the provisions of this section, invite proposals from and make available all pertinent information to private redevelopers or any persons interested in undertaking to redevelop or rehabilitate an urban renewal area or any part thereof. The notice shall:

(A) Identify the area or portion thereof;

(B) State that:

(I) Proposals shall be made by those interested within thirty (30) days after the last day of publication of the notice; and

(II) Information as is available may be obtained at the office designated in the notice.

(b) The municipality shall consider all redevelopment or rehabilitation proposals and the financial and legal ability of the persons making the proposals to carry them out. The municipality may accept any proposals it deems to be in the public interest and in furtherance of the purposes of this chapter. A notification of intention to accept a proposal shall be filed with the governing body not less than thirty (30) days prior to acceptance. Thereafter the municipality may execute a contract and deliver deeds, leases and other instruments and take all steps necessary to effectuate a contract in accordance with the provisions of W.S. 15-9-115.

15-9-117. Property acquired in project; temporary operation and maintenance.

A municipality may temporarily operate and maintain real property acquired by it in an urban renewal area for or in connection with an urban renewal project pending the disposition of the property as authorized in this chapter, without regard to the provisions of W.S. 15-9-115, for any uses and purposes it deems desirable even though not in conformity with the urban renewal plan.

15-9-118. Property acquired in project; disposition when area designated under federal provisions.

Notwithstanding any other provisions of this chapter, if the municipality is situated in an area designated as a redevelopment area under the Federal Area Redevelopment Act 42 U.S.C. 3161 et seq., land in an urban renewal project area designated under the urban renewal plan for industrial or commercial uses may be disposed of to any public body or nonprofit corporation for subsequent disposition as promptly as practicable by the public body or corporation for redevelopment in accordance with the urban renewal plan. Only the purchaser from or lessee of the public body or corporation, and their assignees, are required to assume the obligation of beginning the building of improvements within a reasonable time. Any disposition of land to a public body or corporation under this section shall be made at its fair value for uses in accordance with the urban renewal plan.

15-9-119. Bonds authorized; payment thereof; security.

(a) A municipality is empowered to issue:

(i) Revenue bonds to finance the undertaking of any urban renewal project under this chapter, including, without limiting the generality thereof, the payment of principal and interest upon any advances for surveys and plans or preliminary loans; and

(ii) Refunding bonds for the payment or retirement of bonds previously issued by it.

(b) The bonds shall be made payable solely from the income, proceeds and revenues derived from the municipality's undertaking and carrying out of urban renewal projects under this chapter. However, payment of the bonds may be further secured by a pledge of any loan, grant or contribution from the federal government or other source in aid of any urban renewal projects of the municipality under this chapter.

15-9-120. Taxes upon property; authorized division thereof.

(a) Any urban renewal plan may contain a provision that taxes, if any, levied upon taxable property in an urban renewal project each year by or for the benefit of a municipality in the state shall be divided as follows:

(i) That portion of the taxes which would be produced by the rate upon which the tax is levied each year by or for each of the taxing agencies upon the total sum of the assessed value of the taxable property in the urban renewal project as shown upon the assessment roll used in connection with the taxation of the property by the taxing agency, last equalized prior to the effective date of the urban renewal project shall be allocated to and, when collected, paid into the funds of the respective taxing agencies as taxes by or for those taxing agencies on all other property are paid (for the purpose of allocating taxes by or for any taxing agency which did not include the territory in the urban renewal project on the effective date of the project but which territory had been annexed or otherwise included after the effective date, the assessment of the county last equalized on the project shall be used in determining the assessed valuation on the taxable property in the project on the effective date); and

(ii) That portion of the levied taxes each year in excess of the amount specified in paragraph (a)(i) of this section shall be allocated to and, when collected, paid into a special fund of the participating municipality or urban renewal agency to pay the principal and interest on loaned money advanced to, or any indebtedness incurred by the municipality or urban renewal agency. Unless the total assessed valuation of the taxable property in an urban renewal project exceeds the total assessed value of the taxable property in the project as shown by the last equalized assessment roll referred to in paragraph (a)(i) of this section, all of the taxes levied and collected upon the taxable property in the urban renewal project shall be paid into the funds of the respective taxing agencies. When any loans, advances and indebtedness, if any, and interest have been paid in full, all monies thereafter received from taxes upon the taxable property in the urban renewal project shall be paid into the funds of the various taxing agencies as taxes on all other property are paid.

15-9-121. Taxes upon property; when pledging allowed.

In any urban renewal plan or in proceedings for the advance of monies or making of loans or the incurring of any indebtedness by the municipality

or agency to finance or refinance in whole or in part the urban renewal project, the portion of the taxes specified in W.S. 15-9-120(a)(ii) may be irrevocably pledged for the payment of the principal of and interest on those loans or advances or that indebtedness.

15-9-122. Bonds; provisions inapplicable; tax exemption.

(a) Revenue bonds issued under this chapter:

(i) Do not constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction;

(ii) Are not subject to the provisions of any other law or charter relating to the authorization, issuance or sale of bonds.

(b) Bonds issued under this chapter are for an essential public and governmental purpose and, together with interest thereon and income therefrom, are exempt from all taxes.

15-9-123. Bonds; resolution or ordinance; characteristics.

Bonds issued under this chapter shall be authorized by resolution or ordinance of the local governing body. The bonds may be issued in one (1) or more series and shall bear the date or dates, be payable upon demand or mature at the time or times, bear interest at the rate or rates, be in the denomination or denominations and form, either with or without coupon or registered, carry conversion or registration privileges, have the rank or priority, be executed in a manner and payable in a medium of payment at the place or places, be subject to the terms of redemption (with or without premium), be secured in the manner and have other characteristics as may be provided by the resolution or ordinance or trust indenture or mortgage issued pursuant thereto.

15-9-124. Bonds; sale or exchange.

Bonds may be sold at not less than par at public sales held after notice published prior to the sale in a newspaper having a general circulation in the area of operation and in any other medium of publication as the municipality determines or may be exchanged for other bonds on the basis of par. However, the bonds may be sold to the federal government at a private sale at not less than par. If less than all of the authorized principal amount on the bonds is sold to the federal government, the balance may be sold at private sale at not less than par at an interest cost to the municipality or not to exceed the interest cost to the municipality of the portion of the bonds sold to the federal government.

15-9-125. Bonds; signatures and negotiability.

If any of the public officials of the municipality whose signatures appear on any bonds or coupons issued under this chapter cease to be officials before the delivery of the bonds, the signatures are valid and sufficient for all purposes, the same as if the officials had remained in office until the delivery. Any provision of any law to the contrary

notwithstanding, any bonds issued pursuant to this chapter are fully negotiable.

15-9-126. Bonds; recitation thereon.

In any suit, action or proceeding involving the validity or enforceability of any bond issued under this chapter or the security therefor, the bond reciting in substance that it has been issued by the municipality in connection with an urban renewal project, as defined in W.S. 15-9-103 is conclusively deemed to have been issued for that purpose and the project is conclusively deemed to have been planned, located and carried out in accordance with the provisions of this chapter.

15-9-127. General obligation bonds; purposes; authorization; approval; characteristics; other provisions unaffected.

(a) In addition to the authority to issue bonds pursuant to W.S. 15-9-119, any municipality may issue general obligation bonds for the urban renewal purposes specified in subsection (b) of this section and subject to the requirements thereof and the requirements of the constitution and any other applicable laws.

(b) General obligation bonds issued by a municipality for the purposes of aiding in the planning, undertaking or carrying out of any urban renewal project and related activities of a municipality, its board or commission, or its agency under this chapter shall be authorized by resolution or ordinance of the local governing body and shall be approved by a vote of the people residing in the issuing governmental unit at an election called, conducted, canvassed and returned in the manner provided for bond elections by the Political Subdivision Bond Election Law, W.S. 22-21-101 through 22-21-112.

(c) The bonds shall bear any characteristics as may be provided by the resolution or ordinance or trust indenture or mortgage issued pursuant thereto, including the characteristics specified in W.S. 15-9-123. Nothing in this section limits or otherwise adversely affects any other section of this chapter.

15-9-128. Investment of funds in bonds authorized; duty of care.

(a) Anyone carrying on a banking or investment business or an insurance business and all fiduciaries may legally invest any monies or other funds belonging to them or within their control in any bonds or other obligations issued by a municipality pursuant to this chapter.

(b) It is the purpose of this section to authorize any persons, political subdivisions and officers, public or private, to use any funds owned or controlled by them for the purchase of any such bonds or other obligations.

(c) Nothing contained in this section with regard to legal investments shall be construed as relieving any person of any duty of exercising reasonable care in selecting securities.

15-9-129. Exemption of property from execution; exception.

All property of a municipality or agency, including funds owned or held by it for the purposes of this chapter, are exempt from levy and sale by virtue of any execution. No execution or other judicial process shall issue against the property nor shall judgment against a municipality or agency be a charge or lien upon the property. The provisions of this section do not apply to or limit the right of obligees to pursue any remedies for the enforcement of any pledge or lien given pursuant to this chapter by a municipality or agency on its rents, fees, grants or revenues from urban renewal projects.

15-9-130. Exemption of property from taxation; termination thereof.

The property of a municipality or agency acquired or held for the purposes of this chapter, is public property used for essential public and governmental purposes. The property is exempt from all taxes of the municipality, the county, the state or any political subdivision thereof. However, the tax exemption terminates if the municipality or agency sells, leases or otherwise disposes of the property in any urban renewal area to a purchaser or lessee which is not a public body entitled to tax exemption for the property.

15-9-131. Powers of municipality, public body in aiding project.

(a) To aid in the planning, undertaking or carrying out of an urban renewal project and related activities authorized by this chapter located within the area in which it is authorized to act, any public body or municipality, upon terms and with or without consideration as it determines, may:

(i) Dedicate, sell, convey or lease any of its interest in any property or grant easements, licenses or other rights or privileges therein to a municipality;

(ii) Incur the entire expense of any public improvements it makes in exercising the powers granted in this section;

(iii) Do any and all things necessary to aid or cooperate in the planning or carrying out of an urban renewal plan;

(iv) Lend, grant or contribute funds to a municipality;

(v) Enter into agreements (which may extend over any period, notwithstanding any provision or rule of law to the contrary) with the federal government, a municipality or any other public body respecting action to be taken pursuant to any of the powers granted by this chapter, including the furnishing of funds or other assistance in connection with an urban renewal project and related activities;

(vi) Borrow money and apply for and accept any form of financial assistance from any source;

(vii) Furnish any public buildings and public facilities or any other works which it is otherwise empowered to undertake;

(viii) Furnish, dedicate, close, vacate, pave, install, grade, regrade, plan or replan streets, roads, sidewalks, ways or other places;

(ix) Plan or replan, zone or rezone any part of the public body or make exceptions from building regulations; and

(x) Cause administrative and other services to be furnished to the municipality.

(b) If at any time title to or possession of any urban renewal project is held by any public body or governmental agency, other than the municipality which is authorized by law to engage in the undertaking, carrying out or administration of urban renewal projects and related activities (including any agency or instrumentality of the United States of America), the provisions of the agreements referred to in this section inure to the benefit of and may be enforced by the public body or governmental agency.

(c) Any sale, conveyance, lease or agreement pursuant to this section may be made by a public body without appraisal, public notice, advertisement or public bidding.

(d) As used in this section, "municipality" includes an urban renewal agency vested with all of the urban renewal project powers pursuant to W.S. 15-9-133.

15-9-132. Instruments presumed properly executed.

Any instrument executed by a municipality and purporting to convey the right, title or interest in any property under this chapter is conclusively presumed to have been executed in compliance with the provisions hereof insofar as title or other interest of any bona fide purchasers, lessees or transferees of the property is concerned.

15-9-133. Exercise of powers; delegation and scope thereof; exceptions.

(a) A municipality may itself exercise its urban renewal powers as specified in this chapter.

(b) As used in this section, "urban renewal powers," when applied to their exercise by the urban renewal agency, include the rights, powers, functions and duties of a municipality set forth in this chapter, except the following:

(i) The determination of an area to be a slum or blighted area or combination thereof and the designation of an area as appropriate for an urban renewal project;

(ii) Approval of urban renewal plans and modifications thereof;

(iii) General neighborhood renewal plans and communitywide plans or programs for urban renewal;

(iv) Establishment of a general plan for the locality as a whole;

(v) The power to formulate a workable program under W.S. 15-9-105.

(c) A municipality shall not delegate to an urban renewal agency or a board or commission, the power to acquire by condemnation real property within the boundaries of an urban renewal area.

15-9-134. Agency; creation; board of commissioners; appointment; compensation; actions and procedure; removal.

(a) There is created in each municipality a public body corporate and politic to be known as the "urban renewal agency" of the municipality. The urban renewal agency shall not exercise its powers under this chapter until or unless the local governing body has made the finding prescribed in W.S. 15-9-106 and has elected to have urban renewal powers exercised by an urban renewal agency as provided in W.S. 15-9-133.

(b) The mayor, by and with the consent and advice of the local governing body, shall appoint a board of five (5) commissioners of the urban renewal agency selected on the basis of their interest in and knowledge of community planning, urban renewal and business management. Any person may be appointed as commissioner if he resides within the area of operation of the agency (which shall have the same bounds or limits as the area of operation of the municipality) and is otherwise eligible for appointment under this chapter. The original appointment of commissioners shall be as follows: one (1) for a term of one (1) year; one (1) for a term of two (2) years; one (1) for a term of three (3) years; one (1) for a term of four (4) years; and one (1) for a term of five (5) years. Thereafter each appointment shall be for a term of five (5) years.

(c) Each commissioner shall hold office until his successor is appointed and qualified. A certificate of the appointment or reappointment of any commissioner shall be filed with the clerk of the municipality and the certificate is conclusive evidence of the commissioner's due and proper appointment.

(d) A commissioner shall receive no compensation for his services but is entitled to necessary expenses incurred in the discharge of his duties. No commissioner or other officer of any urban renewal agency, board or commission exercising powers pursuant to this chapter shall hold any other public municipal office for which compensation is received.

(e) The powers of an urban renewal agency shall be exercised by the commissioners thereof. A majority of the commissioners constitute a quorum for all purposes. Action may be taken by the agency upon a vote of a majority of the commissioners present, unless in any case the bylaws require a larger number. Annually, at the first meeting, the board of commissioners shall elect its officers. Each officer shall hold office for a term of one (1) year and until his successor is elected and qualified.

(f) A commissioner may be removed from office for inefficiency, neglect of duty or misconduct in office only after:

(i) A hearing;

(ii) He has been given a copy of the charges at least ten (10) days prior to the hearing; and

(iii) He has had an opportunity to be heard in person or by counsel.

15-9-135. Agency; staff.

An agency may employ an executive director, technical experts and any other agents and employees it requires and determine their qualifications, duties and compensation. An agency may also employ or retain its own counsel and legal staff.

15-9-136. Agency; annual reports.

An agency authorized to transact business and exercise powers under this chapter shall file with the local governing body on or before May 31 of each year a report of its activities for the preceding calendar year. The report shall include a complete financial statement setting forth its assets, liabilities, income and operating expenses as of the end of that calendar year. At the time of filing the report, the agency shall publish in a newspaper of general circulation in the community a notice to the effect that the report has been filed with the municipality and is available for inspection during business hours in the office of the clerk of the municipality and in the office of the agency.

15-9-137. Voluntary conflicts of interest prohibited; disclosure of involuntary conflicts; violation.

No public official or employee of a municipality, or board or commission thereof, and no commissioner or employee of an urban renewal agency vested by a municipality with urban renewal project powers under W.S. 15-9-133 shall voluntarily acquire any personal interest, direct or indirect, in any urban renewal project, or in any property included or planned to be included in any urban renewal project of that municipality or in any contract or proposed contract in connection with that urban renewal project. If the acquisition is not voluntary, the interest acquired shall be immediately disclosed in writing to the local governing body, and the disclosure shall be entered upon the minutes thereof. If any official, commissioner or employee presently owns or

controls, or owned or controlled within the preceding two (2) years, any interest, directly or indirectly, in any property which he knows is included or planned to be included in any urban renewal project, he shall immediately disclose this fact in writing to the local governing body. The disclosure shall be entered upon the minutes of the governing body, and no such official, commissioner or employee shall participate in any action by the municipality, or board or commission thereof, or urban renewal agency, affecting the property. Any disclosure required to be made by this section to the local governing body shall concurrently be made to an urban renewal agency which has been vested with urban renewal project powers by the municipality pursuant to this chapter. Any violation of the provisions of this section constitutes misconduct in office.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Council Consideration of a Special Event Permit on Sinclair Street, Enzi Drive, College Drive, Slate Street, and Christinck Ave on September 21, 2026 from 4:30 p.m. to 5:15 p.m. for Thunder Basin High School's Homecoming Parade, Requested by Devin Wells.

SUGGESTED ACTION:

I move to approve the foregoing Special Event Permit.

CASE BACKGROUND:

The parade will run from the Thunder Basin Bus Line behind the school, across Enzi onto Sinclair Street. They will have the parade run on College Drive until Slate Street. They will then cross Enzi into Thunder Basin. (Same route as in the past). Barricades are requested. 150 people are expected to attend.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[Insurance](#)

[Map](#)



CAMPCOU-29

CSANGUINITO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/7/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 6024 HUB International Mountain States Limited 1620 E Pershing Blvd, Suite 100 Cheyenne, WY 82001	CONTACT NAME: Claudia Sanguinito PHONE (A/C, No, Ext): (307) 632-6420 FAX (A/C, No): (307) 632-6447 E-MAIL ADDRESS: claudia.sanguinito@hubinternational.com
INSURED Campbell County School District #1 PO Box 3033 Gillette, WY 82717	INSURER(S) AFFORDING COVERAGE INSURER A : Liberty Insurance Corporation 42404 INSURER B : Liberty Mutual Fire Insurance Company 23035 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	X		TB7-Z51-295077-026	7/1/2026	7/1/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 STOP GAP \$ 1,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X		AS2-Z51-295077-016	7/1/2026	7/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			TH7-Z51-295077-056	7/1/2026	7/1/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Gillette Building Inspection Division 201 E. 5th Street Gillette, WY 82716	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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- b. The insured is acquitted or the charges are dropped; and
- c. The "defense expenses" are reported to us within one year of the acquittal or dropped charges.

We have no duty to defend the insured. The insured must select an attorney of his or her choice for representation in the criminal action or criminal proceeding. Our obligation to reimburse "defense expenses" ends when the Criminal Acts Defense Expense Coverage Aggregate Amount has been used up in the reimbursement of "defense expenses".

2. The coverage provided under Paragraph 1. of this provision does not apply to "defense expenses" incurred for:
 - a. Appeals after a guilty verdict is rendered at the first trial;
 - b. Any retrial upon an entry of a mistrial after verdict; or
 - c. Any retrial after appeal.
3. Regardless of the number of insureds, criminal actions or criminal proceedings, the Criminal Acts Defense Expense Coverage Aggregate Amount is the most we will reimburse all insureds under Paragraph 1. of this provision for the sum of all "defense expenses". If the policy period is for more than one year, the Criminal Acts Defense Expense Coverage Aggregate Amount applies separately to each consecutive annual period, and to any remaining period of less than 12 months starting with the beginning of the policy period. But if the policy period is extended after issuance for less than 12 months, the additional period will be deemed part of the last preceding period for the purposes of determining the Criminal Acts Defense Expense Coverage Aggregate Amount.
4. As used in this provision, "defense expenses" means those reasonable and necessary expenses that result from the defense of a specific criminal action or criminal proceeding brought against the insured, including:
 - a. Attorney and paralegal fees and expenses; and
 - b. Costs of legal proceedings

"Defense expenses" does not include loss of earnings or any fines or penalties imposed by law.
5. The insurance provided by this provision does not apply if there is available to the insured:
 - a. Any other valid and collectible insurance, whether primary, excess (other than insurance written to apply specifically in excess of this Policy), contingent or on any other basis; or
 - b. Any other provision of this Policy

that would also apply to the expenses covered under this provision.

O. Extension Of Who Is An Insured

1. Paragraph 2. of **Section II – Who Is An Insured** is amended to include as an insured:
 - a. Any of the following but only with respect to their duties in connection with the positions described below:
 - (1) Any of your trustees or members of your Board of Governors if you are a private charitable or educational institution;
 - (2) Any of your board members or commissioners if you are a public board or commission; or
 - (3) Any student teachers teaching as part of their educational requirements.

- b. Any club or organization, if they have been specifically authorized by you, and only with respect to their use of your premises and their activities elsewhere that are within the scope of the authorized purpose of such organization. Clubs or organizations include, but are not limited to:

(1) Parent support groups or booster clubs;

(2) Student groups; or

(3) Alumni groups.

A club's or organization's directors, officers or members are also insureds, while acting within the scope of their duties for such club or organization.

- c. Any affiliated subsidiary, organization, board, commission, foundation or endowment that you own or control more than 50% of such entity.

The insurance provided by this provision does not apply if there is available to the insured any other valid and collectible insurance, whether primary, excess (other than insurance written to apply specifically in excess of this Policy), contingent or on any other basis that would apply to the insurance provided under this provision.

- d. Any of your students who are members of a safety patrol which you have organized or operate, but only for "bodily injury" or "property damage" that occurs while performing duties related to the conduct of such safety patrol. This includes the parents or legal guardian of such student, but only with respect to his or her liability as a parent or guardian because of "bodily injury" or "property damage" arising out of the operation of such safety patrol.

The insurance provided by this provision is excess over any of the other insurance available to the insured, whether primary, excess, contingent or on any other basis.

2. Definitions 5. and 19. under **Section V – Definitions**, are replaced by the following:

5. "Employee" includes a "leased worker" or a substitute teacher. "Employee" does not include a "temporary worker".

19. "Temporary worker" means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions. "Temporary worker" does not include a substitute teacher.

P. Coverages A and B Extension – Co-Employees And Volunteer Workers

Except with respect to "bodily injury" or "personal and advertising injury" to a person arising out of employment-related practices, **Section II – Who Is An Insured** is modified as follows:

1. Paragraph 2.a.(1)(a) is replaced by the following:

2. a. (1) "Bodily injury" or "personal and advertising injury":

(a) To you, to your partners or members (if you are a partnership or joint venture), or to your members (if you are a limited liability company);

2. Paragraph 2.a.(1)(b) is deleted.

Employment-related practices means refusal to employ that person, termination of that person's employment, or practices, policies, acts or omissions related to employment, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation, or discrimination directed at that person.

Q. Newly Acquired Or Formed Organizations

Paragraph **3.a.** of **Section II – Who Is An Insured** is replaced by the following:

- a. Coverage under this provision is afforded only until the expiration of the policy period in which the entity was acquired or formed by you;

R. Additional Insureds – By Contract, Agreement Or Permit

1. Paragraph **2.** under **Section II – Who Is An Insured** is amended to include as an insured any person or organization when you and such person or organization have agreed in writing in a contract, agreement or permit that such person or organization be added as an additional insured on your Policy to provide insurance such as is afforded under this Coverage Part. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or part, by:

- a. Your ongoing operations performed for that person or organization;
- b. Premises or facilities owned or used by you; or
- c. Your maintenance, operation or use of equipment rented or leased to you by such person or organization.

With respect to Paragraph **1.a.** above, a person's or organization's status as an insured under this provision ends when your operations for that person or organization are completed.

With respect to Paragraph **1.b.** above, a person's or organization's status as an insured under this provision ends when their contract or agreement with you for such premises or facilities ends.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This provision does not apply:

- a. Unless the written contract or agreement has been executed, or permit has been issued, prior to the "bodily injury", "property damage" or "personal and advertising injury";
- b. To "bodily injury" or "property damage" occurring after:
 - (1) All work, including materials, parts or equipment furnished in connection with such work, in the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
 - (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project;
- c. To the rendering of or failure to render any professional services including, but not limited to, any professional architectural, engineering or surveying services such as:
 - (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
 - (2) Supervisory, inspection, architectural or engineering activities;

- d. To "bodily injury", "property damage" or "personal and advertising injury" arising out of any act, error or omissions that results from the additional insured's sole negligence or wrongdoing;
 - e. To any lessor of equipment after the equipment lease expires, or
 - f. To any person or organization included as an insured by a separate additional insured endorsement issued by us and made a part of this Policy.
3. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- a. Required by the contract or agreement; or
- b. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

S. Additional Insured – Vendors

1. Paragraph 2. of **Section II – Who Is An Insured** is amended to include as an additional insured any person(s) or organization(s) that distribute or sell "your products" in the regular course of their business, hereafter referred to as vendors, to whom you are obligated by a written agreement to procure additional insured coverage under your Policy, but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business.

2. Exclusions

With respect to the insurance provided by this provision, the following additional exclusions apply:

- a. This insurance does not apply to:
 - (1) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - (2) Any express warranty unauthorized by you;
 - (3) Any physical or chemical change in the product made intentionally by the vendor;
 - (4) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
 - (5) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
 - (6) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

- (7) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
- (8) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:
 - (a) The exceptions contained in Paragraphs (4) or (6); or
 - (b) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.
- b. This insurance does not apply to any insured person or organization, from which you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.
- 3. The insurance afforded to any person or organization as an insured under this provision:
 - a. Applies only to coverage and minimum limits of insurance required by the written agreement, but in no event exceeds either the scope of coverage or the Limits of Insurance provided by this Policy;
 - b. Does not apply to any person or organization for any "bodily injury" or "property damage" if any other additional insured endorsement attached to this Policy applies to that person or organization with regard to the "bodily injury" or "property damage";
 - c. Applies only if the "bodily injury" or "property damage" occurs subsequent to the execution of the written agreement; and
 - d. Applies only if the written agreement is in effect at the time the "bodily injury" or "property damage" occurs.

T. Primary And Noncontributory Additional Insured Extension

This provision applies to any person or organization who qualifies as an additional insured under any form or endorsement under this Policy.

The following is added to Condition 4., **Other Insurance** under **Section IV – Commercial General Liability Conditions**:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your Policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured. Regardless of the written agreement between you and an additional insured, this insurance is excess over any other insurance whether primary, excess, contingent or on any other basis for which the additional insured has been added as an additional insured on other policies.

- b. The Location General Aggregate Limit is the most we will pay for the sum of all damages under **Section I – Coverage A – Bodily Injury And Property Damage Liability**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under **Section I – Coverage C – Medical Payments** regardless of the number of:

- (1) Insureds;

- (2) Claims made or "suits" brought; or

- (3) Persons or organizations making claims or bringing "suits".

- c. Any payments made under **Section I – Coverage A – Bodily Injury And Property Damage Liability** for damages or under **Section I – Coverage C – Medical Payments** for medical expenses shall reduce the Location General Aggregate Limit for that "location". Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Location General Aggregate Limit for any other "location".

- d. The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You, and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Location General Aggregate Limit.

- 2. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **Section I – Coverage A – Bodily Injury And Property Damage Liability**, and for all medical expenses caused by accidents under **Section I – Coverage C – Medical Payments**, which cannot be attributed only to operations at a single "location":

- a. Any payments made under **Coverage A – Bodily Injury And Property Damage Liability** for damages or under **Coverage C – Medical Payments** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit whichever is applicable; and

- b. Such payments shall not reduce any Location General Aggregate Limit.

- 3. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Location General Aggregate Limit.

- 4. For the purposes of this provision, the following is added to **Section V – Definitions**:

"Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

- 5. The provisions of **Section III – Limits Of Insurance** not otherwise modified by this provision shall continue to apply as stipulated.

X. Waiver Of Transfer Of Rights Of Recovery Against Others To Us – When Required In A Written Contract Or Agreement With You

The following Paragraph is added to Condition 8., **Transfer Of Rights Of Recovery Against Others To Us** under **Section IV – Commercial General Liability Conditions**:

We waive any right of recovery we may have against a person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard" provided:

- a. You and that person or organization have agreed in writing in a contract or agreement that you waive such rights against that person or organization; and

- b. The injury or damage occurs subsequent to the execution of the written contract or written agreement.

Y. Knowledge Of Occurrence, Offense, Claim Or Suit

Except with respect to Professional Liability Paragraph **2.(2)(a)** in Section **A., Professional Services Liability** of this endorsement, the following is added to Condition **2., Duties In The Event Of Occurrence, Offense, Claim Or Suit** under **Section IV – Commercial General Liability Conditions**:

Knowledge of an "occurrence", offense, claim or "suit" by an agent, servant or "employee" of any insured shall not in itself constitute knowledge of the insured unless your school superintendent, business manager or a person who has been designated by them to receive reports of "occurrences", offenses, claims and "suits" shall have received such notice from the agent, servant or "employee".

Z. Failure To Disclose Hazards And Prior Occurrences

The following is added to Condition **6., Representations** under **Section IV – Commercial General Liability Conditions**:

Your failure to disclose all hazards or prior "occurrences" existing as of the inception date of the Policy shall not prejudice the coverage afforded by this Policy provided such failure to disclose all hazards or prior "occurrences" is not intentional.

AA. Liberalization Clause

If we revise this School Amendatory Endorsement to provide more coverage without additional premium charge, your Policy will automatically provide the coverage as of the day the revision is effective in your state.

BB. Bodily Injury Redefined

The definition of "bodily injury" in Paragraph **3.** of **Section V – Definitions** is replaced by the following:

- 3. "Bodily injury" means physical injury, sickness or disease sustained by a person. This includes mental anguish, mental injury, shock, fright or death that results from such physical injury, sickness or disease.

GLASS REPAIR – WAIVER OF DEDUCTIBLE	8
PHYSICAL DAMAGE- COMPREHENSIVE COVERAGE – PER EVENT DEDUCTIBLE	8
UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS	8
AMENDED DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS	9
BODILY INJURY REDEFINED	9
EXTENDED CANCELLATION CONDITION	9

SECTION I – COVERED AUTOS is amended as follows:

1. TEMPORARY SUBSTITUTE AUTO PHYSICAL DAMAGE

SECTION I - COVERED AUTOS, Paragraph **C.** is changed by adding the following:

If Physical Damage Coverage is provided under the Business Auto Coverage Form for an "auto" you own, the Physical Damage coverages provided for that owned "auto" are extended to any "auto" you do not own, while used with the expressed or implied permission of its owner as a temporary substitute for the covered "auto" you own that is out of service because of its breakdown, repair, servicing, "loss" or destruction.

SECTION II – COVERED AUTOS LIABILITY COVERAGE is amended as follows:

2. BROAD FORM INSURED

SECTION II – COVERED AUTOS LIABILITY COVERAGE, Paragraph **A.1.** Who Is An Insured is amended to include the following as an "insured":

- d.** Any legally incorporated entity of which you own more than 50 percent of the voting stock on the effective date of this Coverage Form, if there is no similar insurance available to that organization. However, the Named Insured does not include any organization that:

- (1)** is a partnership or joint venture;
- (2)** is an "insured" under any other automobile policy; or
- (3)** Has exhausted its Limit of Insurance under any other policy.

Paragraph **d. (2)** of this provision does not apply to a policy written to apply specifically in excess of this policy.

- e.** Any organization you newly acquire or form other than a partnership or joint venture of which you own more than 50 percent of the voting stock. This automatic coverage is afforded only for 180 days from the date of the acquisition or formation. However, coverage under this provision does not apply:

- (1)** If there is similar insurance or a self-insured retention plan available to that organization; or
- (2)** To "bodily injury" or "property damage" that occurred before you acquired or formed the organization.

This endorsement provision does not apply when the Schedule in this endorsement indicates that it is not applicable.

3. SCHOOL EMPLOYEES AS INSURED

SECTION II – COVERED AUTOS LIABILITY COVERAGE, Paragraph **A.1**. Who Is An Insured is amended to include as an "insured":

- f.** Any "employee" of yours while using a covered "auto" you do not own, hire or borrow in your business or your personal affairs but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. Insurance provided by this endorsement is excess over any other collectible insurance available to any "employee."

This endorsement provision does not apply when the Schedule in this endorsement indicates that it is not applicable.

4. VOLUNTEERS AS INSURED

SECTION II – COVERED AUTOS LIABILITY COVERAGE, Paragraph **A.1**. Who Is An Insured is amended to include as an "insured":

- g.** A "volunteer worker" of yours while using a covered "auto" you do not own, hire or borrow in your business or your personal affairs or while performing duties related to the conduct of your business. Insurance provided by this endorsement is excess over any other collectible insurance available to any "volunteer worker."

For the purposes of this endorsement provision, SECTION V – DEFINITIONS is amended by adding the following:

"Volunteer worker" means a person who donates their services to you with your knowledge and consent and who is not paid a fee, salary or other remuneration.

This endorsement provision does not apply when the Schedule in this endorsement indicates that it is not applicable.

5. ADDITIONAL INSURED BY CONTRACT, AGREEMENT OR PERMIT

SECTION II – COVERED AUTOS LIABILITY COVERAGE, Paragraph **A.1**. Who Is An Insured is amended to include as an "insured":

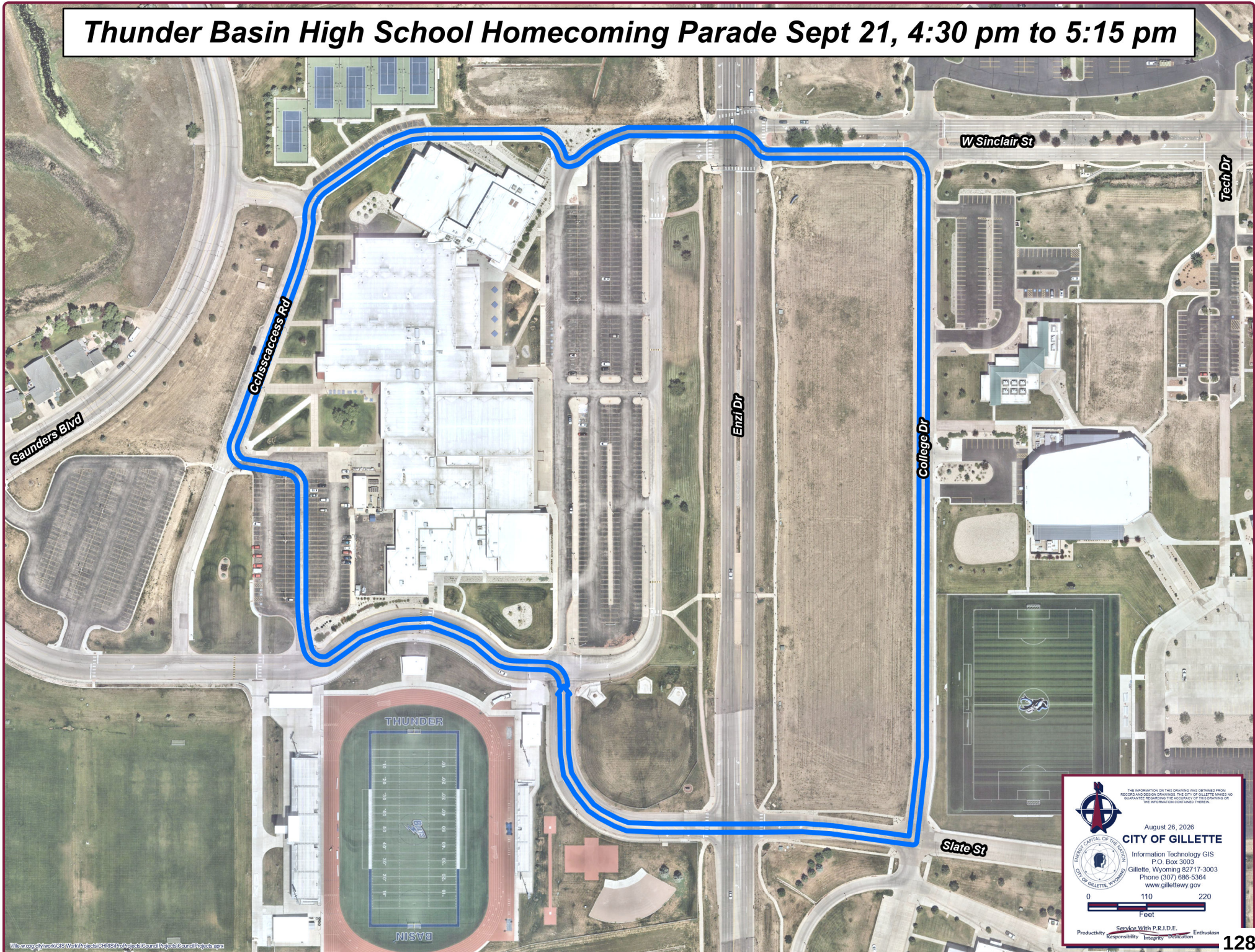
- h.** Any person or organization with respect to the operation, maintenance or use of a covered "auto", provided that you and such person or organization have agreed in a written contract, agreement or permit issued to you by governmental or public authority, to add such person or organization, or governmental or public authority to this policy as an "insured".

However, such person or organization is an "insured":

- (1)** Only with respect to the operation, maintenance or use of a covered "auto";
- (2)** Only for "bodily injury" or "property damage" caused by an "accident" which takes place after you executed the written contractor agreement, or after the permit has been issued to you; and
- (3)** Only for the duration of that contract, agreement or permit provided the "bodily injury" or "property damage" is caused, in whole or in part, by you or by those acting or your behalf.

This endorsement provision does not apply when the Schedule in this endorsement indicates that it is not applicable.

Thunder Basin High School Homecoming Parade Sept 21, 4:30 pm to 5:15 pm



August 26, 2026
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

0 110 220
Feet

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



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Council Consideration of a Special Event Permit on Gillette Avenue on September 23, 2026 from 4:30 p.m. to 5:30 p.m. for Campbell County High School's Homecoming Parade, Requested by Joshua Dillinger.

SUGGESTED ACTION:

I move to approve the foregoing Special Event Permit.

CASE BACKGROUND:

The parade will line up on 8th Street along the Cemetery and Legacy park, beginning at 3:45 PM, turning North onto Carey Ave then West onto 7th St and then North onto Gillette Ave. The Parade will follow Gillette Ave North to 2nd Street turning right (west) onto 2nd street. No barricades & No roll-outs are requested.

STAFF REFERENCE:

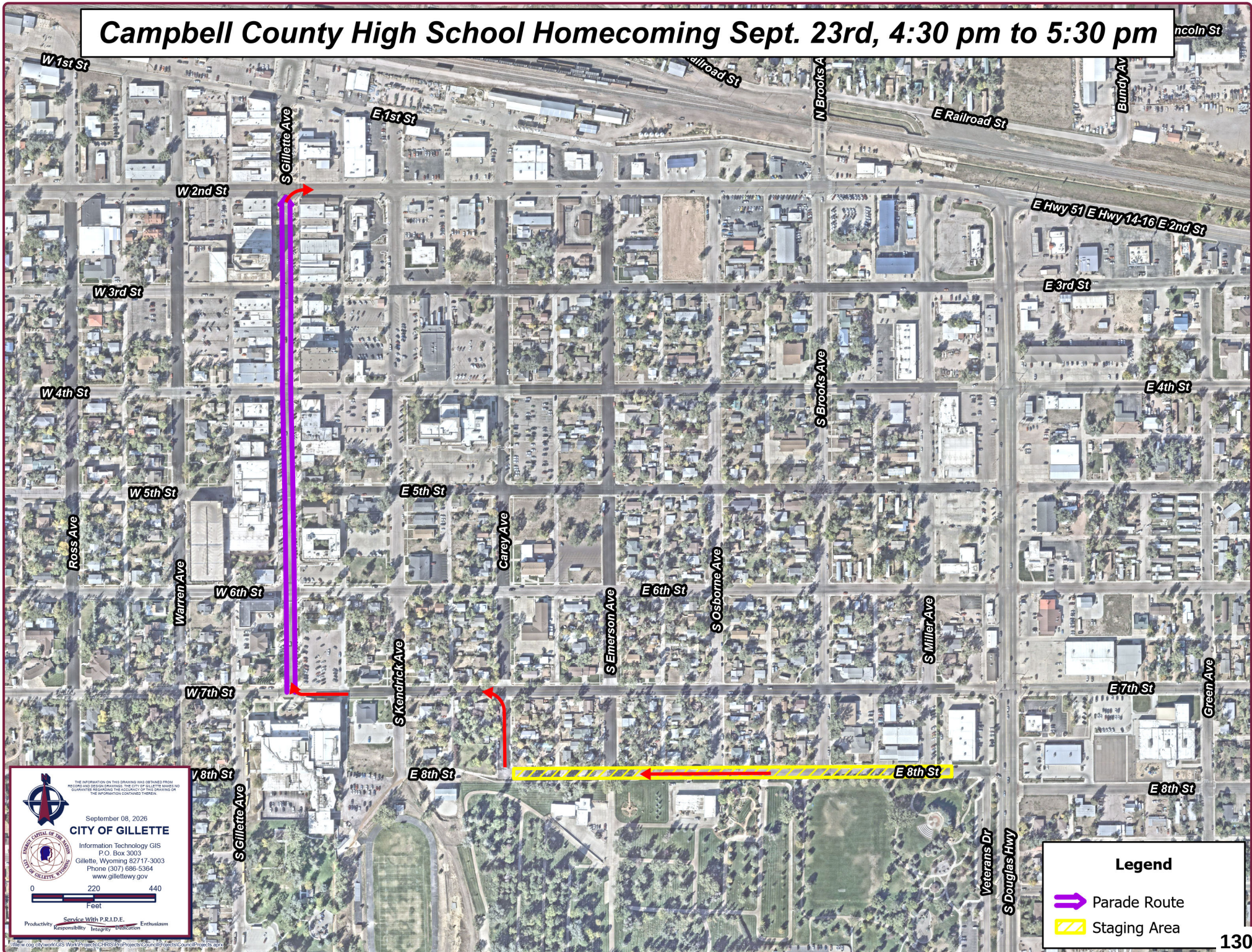
MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[Map](#)

[Insurance](#)

Campbell County High School Homecoming Sept. 23rd, 4:30 pm to 5:30 pm



September 08, 2026
CITY OF GILLETTE

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

0 220 440
Feet

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

Legend

-  Parade Route
-  Staging Area

**COMMERCIAL GENERAL LIABILITY DECLARATIONS
OCCURRENCE**



Issued By Liberty Insurance Corp.

Policy Number TB7-Z51-295077-026
Renewal Of TB7-Z51-295077-025
Account Number 5-295077

Issuing Office NASHVILLE, TN
Issue Date 2026-07-13
Sub Account 0000

Named Insured and Mailing Address
Campbell County School District #1
100 West Eighth
PO Box 3033
Gillette WY 82717

Franchise 4130

Form of Business: All Other

Policy Period: The policy period is from 07/01/2026 to 07/01/2027 12:01 A.M. standard time at the Insured's mailing address.

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

LIMITS OF INSURANCE

Each Occurrence Limit	\$	1,000,000	
Damage to Premises Rented to You Limit	\$	1,000,000	Any one premises
Medical Expense Limit	\$	5,000	Any one person
Personal & Advertising Injury Limit	\$	1,000,000	
General Aggregate Limit	\$	3,000,000	
Products-Completed Operations Aggregate Limit	\$	3,000,000	

SCHEDULE

The declarations are completed on the accompanying "Declarations Extension Schedule(s)".

Commercial General Liability Coverage Part Premium	\$	95,400
Endorsement Premium	\$	45,776
Total Estimated Premium	\$	141,176

Policywriting Minimum Premium \$ 1,000

Forms Applicable: See Attached Inventory

HUB INTE 0073034003
HUB INTERNATIONAL MOUNTAIN STATES
LIMITE
601 FOUR-J CT UNIT A

GILLETTE WY 82716



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Council Consideration to direct the Interim Police Chief to sign the Internet Crimes Against Children (ICAC) Task Force Officer Contract in the amount of \$75,000.

SUGGESTED ACTION:

I move to direct the Interim Police Chief to sign the Internet Crimes Against Children (ICAC) Task Force Officer Contract in the amount of \$75,000.

CASE BACKGROUND:

This contract establishes an agreement between the City of Gillette and the Wyoming Division of Criminal Investigation (DCI) to assign a Gillette Police Department officer to the Internet Crimes Against Children (ICAC) Task Force. The assigned Task Force Officer (TFO) will work with the North East Enforcement Team (NEET) to support the inter-agency, inter-disciplinary effort to identify, investigate, and prosecute Internet crimes against children. State funds support this position, with an annual reimbursement cap of \$75,000 covering the officer's regular pay and associated benefits. All approved overtime, including associated payroll taxes and retirement benefits, is 100% reimbursable by the State. The contract is effective upon signature and facilitates the dedicated assignment of a POST-certified officer to the task force, enhancing the department's ability to combat complex, multi-jurisdictional crimes.

STAFF REFERENCE:

Brent Wasson, Interim Chief of Police

ATTACHMENTS:

[258229 Gillette PD ICAC TFO Contract](#)

Contract #: 258229

Entry Date:7/29/2026 4:00:06 PM

Department: Wyoming Attorney General, Division of Criminal Investigation

Agency Contact: Obrecht , Kelsey

Phone: 3077775783

Other Agency Contact:

WYOMING ATTORNEY
GENERAL'S OFFICE

AUG 27 2026

Tyler M. Renner
APPROVED AS TO FORM

Client Comments: This was drafted by combining 240518 (for being funded by the general fund) and 252138 (for being an ICAC TFO).

Contractor/Vendor Name: Gillette Police Department

Contract Title: ICAC TFO-Gillette PD

Contract Type: General Services - State Funds

Contract Amount: 75000.0000

Contract Effective Date:

Contract Expiration Date: 8/30/2027 12:00:00 AM

Status: Attorney Review Complete

RETURN VIA: Ink Signature - Inter-agency Mail

Assigned Attorney: Tyler Renner

**CONTRACT BETWEEN
STATE OF WYOMING, OFFICE OF THE ATTORNEY GENERAL,
DIVISION OF CRIMINAL INVESTIGATION AND GILLETTE POLICE
DEPARTMENT**

1. **Parties.** The parties to this Contract are State of Wyoming, Office of the Attorney General, Division of Criminal Investigation (Agency), whose address is: 208 South College Drive, Cheyenne, WY 82007, and Gillette Police Department (Contractor), whose address is: 1st Floor, City Hall, 201 East 5th Street, Gillette, WY 82716.
2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Contractor shall provide one (1) officer to be part of the Internet Crimes Against Children (ICAC) Task Force Program as a Task Force Officer (TFO) to identify, investigate, and prosecute Internet Crimes Against Children, as well as other violations as needed. Wyoming ICAC believes that investigating and prosecuting ICAC cases requires an inter-agency, inter-disciplinary approach.
3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The Performance Period for this Contract is from when the Contractor initially assigns a Task Force Officer(s) (TFO) to the Agency, until the Contractor or Agency terminates this Contract. This twelve (12) month cycle is specific to a seventy- five-thousand-dollar (\$75,000.00) cap for reimbursement for the TFO's regular pay, and associated FICA, Medicare, Workers' Compensation, Unemployment Insurance, and retirement benefits, as indicated in the table below. All overtime pay and associated FICA, Medicare, Worker's Compensation, Unemployment Insurance, and Retirement benefits will be reimbursed at one hundred percent (100%).

This Contract may be extended multiple times by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.

4. **Payment.**

- A. The Agency agrees to pay the Contractor for the services covered in this Contract. Section 5 below. Task Force Officer Compensation will be reimbursed as follows:

NOTE: Definition of reimbursable amounts

Annual reimbursement for each TFO's regular payroll, FICA, Medicare, Workers' Comp., Unemployment Insurance & Retirement, Paid by Agency:

TOTALS

\$75,000

Overtime reimbursement for DCI overtime , plus applicable FICA, Medicare, Workers'

- B.** The Contractor shall submit a payroll processing calendar identifying time sheet cutoff dates for both regular and overtime payments being billed to the Agency. Payroll, payroll taxes, and overtime, if any, shall be submitted monthly via a Standard Excel Billing Template Spreadsheet that will be provided by the Agency. The billings must include a copy from the Contractor's payroll system (payroll journal summary, verification documents), and signed Agency TFO(s) timesheets, verifying all calculations of regular and overtime pay which coincide with the Contractor's payroll processing calendar. The TFO(s) will work a regular Monday through Friday, 8:00 am to 5:00 pm work week for the Agency. The TFO(s) will also work any assigned hours beyond the above regular schedule deemed necessary by the Team Leader and/or Commander to accomplish investigative goals as it relates to Agency cases. Additional hours worked will be defined by the Team Leader and/or Commander and will be processed as additional pay based on the Contractor's payroll schedule policy and procedures. Agency may not reimburse any working hours that the Contractor assigns to the TFO that are not preapproved. The Contractor will send all billings monthly to:

Wyoming Division of Criminal Investigation
Attn: Fiscal Department
320 West 25th Street, Suite 109
Cheyenne, WY 82002
307-777-7805

Any charges not submitted to the Agency for reimbursement within the stated timelines may become the sole responsibility of the Contractor.

- C.** No payment shall be made for work performed before the Effective Date of this Contract. Should the Contractor fail to perform in a manner consistent with the terms and conditions set forth in this Contract, payment under this Contract may be withheld until such time as the Contractor performs its duties and responsibilities to the satisfaction of Agency.
- D.** When the TFO is working on an investigation that requires travel, the TFO shall be reimbursed at the rates set out in Wyo. Stats. §§ 9-3-102 and 9-3-103. Reimbursement is only available when investigation work specifically requires travel.

5. Responsibilities of the ICAC Task Force Program

- A. Purpose.** It is essential that children in Wyoming and throughout the country who are targeted by Internet predators receive the protection they are entitled to. Working experience from Wyoming ICAC investigations has revealed that the

predators who prey on Wyoming children also prey on children from multiple jurisdictions. Cooperative interagency efforts have proved to be very effective in identifying and arresting child predators not only within Wyoming, but several other states as well. The goal of the ICAC Task Force Program is to enhance, throughout jointly controlled operations, the ability of federal, state, and local criminal justice agencies to fight against Internet Crimes Against Children through the investigation, arrest, prosecution, and conviction of predators. The program will coordinate multi-agency/jurisdictional activities, resources, and functions of law enforcement and prosecution agencies, in the successful investigation and prosecution of complex multi-jurisdictional crimes and their perpetrators.

B. Objectives.

- (i) To maintain and expand state and regional ICAC task forces to prevent and interdict conspirators and violent offenders. To investigate and prosecute Internet Crimes Against Children.
- (ii) To improve task force effectiveness in preventing, interdicting, investigating, and prosecuting crimes against children.
- (iii) To improve DCI ICAC's coordination with other in-state, out-of-state, and federal law enforcement entities.
- (iv) To enhance ICAC personnel Affiliate Agency's use of forensic technology and investigative techniques and provide training and support as needed.

C. Responsibilities.

- (i) The Contractor will have one (1) dedicated TFO assigned to the North East Enforcement Team (NEET). They may work ICAC cases throughout the State.
- (ii) The TFO will work solely on ICAC cases. Any hours worked that are not for ICAC cases must be recorded on a time and effort log and the Contractor shall notify the Agency.

6. Responsibilities of Agency. The Agency agrees to:

- A. Pay Contractor in accordance with Section 4 above.

7. Agreement Between the Parties.

- A. The ICAC Team Leader is responsible for day-to-day operations. The ICAC Team Leader will report to his/her supervisor at the Agency. The ICAC Team Leader, or his/her designee, i.e. of a satellite office, is the first line supervisor of the team. The ICAC Team Leader is responsible for, case investigations, work assignments,

case reports, performance ratings of team members, time sheets, overtime approval, financial expenditures and other duties as assigned.

- B.** The ICAC Team Leader and/or the Commander will communicate with the TFOs home agency as necessary about the relevant enforcement teams activities within the enforcement team's area of responsibility.
- C.** Only POST-Certified Peace Officer(s), with at least two (2) years of law enforcement experience, may serve as a TFO on a the ICAC Task Force. The Agency will assist in the TFO selection process by interviewing TFO candidates and reviewing their qualifications. The Agency has the right to reject TFO candidates who, in the opinion of the DCI Director or his designee, are not well-suited to participate on the ICAC Task Force. Once assigned, the TFO is expected to serve in that capacity for at least two (2) years unless he or she ceases to be employed by the Contractor, or the Agency determines that he or she should cease to serve as a TFO. When the TFO ceases to serve as a TFO, the Contractor may designate another Officer or Deputy as a TFO, pursuant to the process outlined above.
- D.** The Agency and/or the Contractor will provide office space and a vehicle as well as supplies and equipment required for the position. The TFO(s) will return all equipment that is provided by the Agency to the Agency.
- E.** The Agency is responsible for all insurance coverage on the assigned TFO vehicles, and will provide full insurance coverage for an assigned TFO vehicle through the State of Wyoming, Department of Administration & Information, General Services Division, Risk Management Section. The TFO(s) will be responsible to adhere to the State of Wyoming Vehicle Use Policies and Procedures, incorporated by reference. The Risk Management Section deems that windshield replacement for the TFO Vehicle, for any reason, is the responsibility of the Agency. The Agency will provide fuel as well as routine vehicle maintenance and repairs, including oil changes, lubrication, and tires for the TFO(s) vehicle, and will cover costs associated with installation of emergency and communication equipment. The TFO(s) is responsible for printing their name, as well as the assigned vehicle number, on all invoices for repairs and maintenance to the TFO(s) vehicle and forwarding this information to DCI Headquarters in Cheyenne, attention Fiscal Office. If the TFO(s) is replaced on the ICAC Team by another Officer or Deputy from the Contractor, the Agency will assign the TFO(s) vehicle to that Officer or Deputy. If the assigned TFO(s) leaves the ICAC Team and is not replaced by another Officer or Deputy from the Contractor, the Contractor will return the assigned vehicle to the designated Team office. The Agency will reassign or replace TFO(s) vehicles as it deems appropriate.
- F.** The TFO(s) shall adhere to the following rules and policies established by the State of Wyoming: Personnel Rules, Substance Abuse, Code of Ethics, Workplace

Violence, Anti-Discrimination, Internet Acceptable Use, and E-Mail Management, all of which are incorporated by reference. The TFO(s) will also complete the State of Wyoming Defensive Driving Program and adhere to the Agency's policies and procedures. If there is a rule, policy or procedure violation, the Agency will notify the Contractor of the violation. It is further understood and agreed by the Parties that the TFO(s) remains an employee of the Contractor and is not an employee of the State of Wyoming. The TFO(s) will also perform DCI firearms training and qualifications per DCI Policies.

- G.** Unless exigent circumstances exist, case work outside of the ICAC Task Force requires prior Agency approval. Any travel by the TFO(s) that is required outside the State of Wyoming must have prior approval by the ICAC Team Leader and Commander.
- H.** The Agency will provide Agent(s) to serve on the ICAC Task Force who are POST-certified and experienced in ICAC investigations and drug enforcement. The Agency may also provide additional training that is relevant to the TFO's assignment to the ICAC Task Force. Costs of training that is not specific to the objectives of the ICAC Task Force may be the sole responsibility of the Contractor.
- I.** The designated Team Leader of the ICAC Task Force will periodically inform his/her supervisors and the head of the Contractor Agency of the TFO's performance and progress. In the event of a commendation or disciplinary action, the Team Leader will notify his or her supervisor and the head of the Contracting Agency.
- J.** Press releases shall be a cooperative effort between the Agency and the Contractor. Each party shall keep the other party informed to the best of its ability, under the circumstances. The ICAC Team Leader shall provide the head of the Contracting Agency with the necessary information to issue a press release. The Agency and the Contractor shall coordinate the timing of the press release following an arrest or operation. However, information about investigations that are sensitive in nature will be released to the press only at the discretion of the DCI Director.
- K.** In the event the Contractor's policies or procedures conflict with those of the Agency's, the Agency's current policies and procedures will take precedent while the TFO remains assigned to the ICAC Team.
- L.** Nothing contained herein alters, extends, or modifies the Peace Officer Liability coverage provided by the State Self-Insurance Program pursuant to Wyo. Stat. §1-41-103 and related case law.
- M.** The Contractor shall follow all applicable federal, state and local guidelines including but not limited to the following: 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), DOJ Grants Financial Guide, ICAC Standards, and Fair Labor Standards Act (FLSA).

8. **General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.
- B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. **Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Contract without the prior written consent of the other party. The Contractor shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. **Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Contractor which are pertinent to this Contract. The Contractor shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Contractor which are pertinent to this Contract. The Contractor shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. **Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Contractor at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. **Compliance with Laws.** The Contractor shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Contract.

- G. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract shall be kept confidential by the Contractor unless written permission is granted by the Agency for its release. If and when Contractor receives a request for information subject to this Contract, Contractor shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- H. Entirety of Contract.** This Contract, consisting of ten (10) pages, represents the entire and integrated Contract between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
- I. Ethics.** Contractor shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Contractor's profession.
- J. Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein.
- K. Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- L. Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- M. Independent Contractor.** The Contractor shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Contractor shall be free from control or direction over the details of the performance of services under this Contract. The Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by the Contractor in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Contractor or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency.

- N. Nondiscrimination.** The Contractor shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract.
- O. Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract. Upon termination of services, for any reason, Contractor agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Prior Approval.** This Contract shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- R. Insurance Requirements.** Contractor is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, *et seq.*, and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, *et seq.*, and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- S. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Contractor, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval from the Agency.
- T. Severability.** Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Contractor expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereign or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- V. Taxes.** The Contractor shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. Termination of Contract.** This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Contractor fails to perform in accordance with the terms of this Contract.
- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties, and obligations contained in this Contract shall operate only between the parties to this Contract and shall inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.
- Y. Time is of the Essence.** Time is of the essence in all provisions of this Contract.
- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.
- AA. Waiver.** The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Contract may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Contract. Delivery by the Contractor of an originally signed counterpart of this Contract by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

9. **Signatures.** The parties to this Contract, either personally or through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

The Effective Date of this Contract is the date of the signature last affixed to this page.

AGENCY:

STATE OF WYOMING, OFFICE OF THE ATTORNEY GENERAL,
DIVISION OF CRIMINAL INVESTIGATION

Robert R. Jones, Director

Date

CONTRACTOR:

GILLETTE POLICE DEPARTMENT

Brent Wasson, Deputy Chief

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

 # 258229

Tyler M. Renner, Supervising Attorney General

08-27-2026
Date



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Council Consideration of a Resolution Adopting a Travel and Expense Reimbursement Policy for Elected Officials.

SUGGESTED ACTION:

I Move to Approve a Resolution Adopting a Travel and Expense Reimbursement Policy for Elected Officials.

CASE BACKGROUND:

The City of Gillette created the attached policy to ensure the expenditure of public funds is conducted in a cost-effective, transparent manner that reflects fiscal responsibility and organizational standards. The purpose of this policy is to establish clear and consistent guidelines for the authorization and reimbursement of expenses incurred by elected officials while traveling on official City business. The City has separately adopted various internal, administrative policies and procedures for travel by City employees; however, until now, a similar policy has not been adopted for the Mayor and Council.

STAFF RECOMMENDATION:

Staff recommends approval.

ACTUAL COST VS BUDGET:

-NA-

STAFF REFERENCE:

Michael H. Cole, City Administrator | Michelle Henderson, Finance Director | Sean Brown, City Attorney

ATTACHMENTS:

[Council Travel Reimbursement Policy Resolution](#)

RESOLUTION NO. _____

**A RESOLUTION ADOPTING A TRAVEL AND EXPENSE REIMBURSEMENT
POLICY FOR ELECTED OFFICIALS**

WHEREAS, The City of Gillette recognizes the constructive value of professional conferences, seminars, meetings and training; and

WHEREAS, The Governing Body annually approves and amends the City’s budget to provide travel funds for elected City officials who attend such events; and

WHEREAS, Although various sources of state law, such as Title 9 of the Wyoming Statutes and W.S. 18-3-110, provide some travel and expense reimbursement guidelines for Wyoming governmental entities, W.S. 15-1-103 and Wyo. Const. Art. 13 § 1 provide broad authority for municipalities govern their own financial affairs; and

WHEREAS, The City has separately adopted various administrative policies and procedures for travel by City employees, not including the Mayor and Council; and

WHEREAS, The Governing Body now desires to adopt a formal travel and expense reimbursement policy for elected officials; and

WHEREAS, The purpose of this policy is to establish clear and consistent guidelines for the authorization and reimbursement of expenses incurred by elected officials while traveling on official City business; and

WHEREAS, The following policy ensures the expenditure of public funds is conducted in a cost-effective, transparent manner that reflects fiscal responsibility and organizational standards.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

The following Travel and Expense Reimbursement Policy for Elected Officials (“Policy”) is hereby adopted.

1. Travel must serve a valid public purpose, such as, but not necessarily limited to, training on issues relevant to the elected official’s role, visiting facilities or functions similar to those under consideration by the City or other local governments that would impact the City, or representing the City at professional leagues or committee assignments.
2. Travel expenses shall not exceed budgeted amounts for the Mayor and Council. The City’s Executive Coordinator shall notify the City Administrator when projected expenses exceed budgeted amounts. The Governing Body shall consider an amendment to increase the Mayor and Council travel budget during the next available budget amendment scheduled at various times throughout the fiscal year.
3. Authorized Expenses for travel by elected officials are identified and paid for as follows:
 - a. Reimbursement. Elected officials are entitled to reimbursement for reasonable and necessary expenditures incurred while on authorized City business.
 - i. Air Travel: Reimbursement is limited to the cost of coach or economy class airfare. An elected official shall not be reimbursed for the cost of first-class air travel. Officials should book travel as far in advance as possible to secure the lowest available rates.
 - ii. Ground Transportation:
 1. City Pool Vehicle: Elected officials are encouraged to use a City Pool vehicle when available. Such use is limited to the availability of a pool vehicle and therefore is not mandatory.

2. Private Automobile: When using a personal vehicle, mileage will be reimbursed at the current federal Internal Revenue Service (IRS) standard business mileage rate.
 3. Rental Vehicles: Usage is discouraged unless no other practical transportation (e.g., shuttle, taxi, rideshare) is available. When necessary, the most economical vehicle class should be utilized.
- iii. Lodging: Officials should prioritize lodging at conference-sponsored rates. If the conference rate is unavailable, comparable lodging at government rates should be secured.
 - iv. Meals: Expenses for meals consumed during business travel are reimbursable. Officials shall be reimbursed for actual costs (supported by receipts) up to the daily amount authorized by the U.S. General Services Administration (GSA) guidelines for the destination city. Tips shall not exceed 20% of the eligible, pre-tax amount.
 - v. Conference Fees: Registration fees for conferences, seminars, and training sessions are fully reimbursable upon proof of attendance or registration.
- b. Advance-Purchase. With at least two months' advance notice, elected officials may request the City reserve, or pre-purchase expenses for Air Travel, Lodging and Conference Fees using a City Purchasing Card. Rental Cars are not eligible for advance purchase.
 - i. Advance purchase requirements are identical to eligible reimbursement expenses identified in Sections 1 and 3(a). This includes coach or economy class airfare, preferred government rates for lodging, daily amount authorized for meals, etc.
 - ii. Advance purchase will be performed by the City's Executive Coordinator, and reserved using a City Purchasing Card.
 - iii. The elected official requesting advance purchase shall be responsible for obtaining all receipts, confirming all statewide taxes are removed, and ensuring all charges comply with this policy.
 - iv. The elected official shall provide copies of all receipts to the City's Executive Coordinator immediately upon return.
 - v. The elected official shall submit a completed City-provided form summarizing the advance purchase transactions billed to the City's Purchasing Card for each travel event.
 - vi. The advance purchase form shall be in addition to other forms used for personal reimbursement.
4. Non-Reimbursable Expenses. The City shall not reimburse expenses that are personal in nature or do not serve a direct public purpose, including but not limited to:
 - a. Alcoholic beverages.
 - b. Expenses incurred by or on behalf of family members, partners, or guests.
 - c. Personal entertainment (e.g., movies, sporting events, golf, theater).
 - d. Personal losses or care items (e.g., laundry, flowers, gifts, or personal care products).
 5. Documentation and Procedure Transparency and accountability are required for all reimbursements and advanced purchases.
 - a. Reimbursement Requests.
 - i. Personal Expense Report: An official Travel/Expense form must be submitted within 30 days of returning from travel. This form must document the purpose of the travel and how it complies with City policy.

- ii. Receipts: All personal reimbursement claims must be supported by original itemized receipts for registrations, lodging, airfare, rental cars, and meals.
- b. Advance Purchases.
 - i. Advance Purchase Summary Form: An official advance purchase summary form must be submitted within 10 days of returning from travel. This form will summarize the City's purchasing card expenses and must document the purpose of the travel and how it complies with City policy.
 - ii. Receipts: All advanced purchase credit card transactions must be supported by original itemized receipts for registrations, lodging, airfare, and meals.
- c. Reporting: Upon return, the official shall be required to provide an oral or written report to the City Council during the next regular City Council meeting summarizing the results or value gained from the conference or trip.

6. Compliance

- a. Any elected official utilizing public funds inconsistent with this Policy will be required to pay such funds back to the City. The Governing Body reserves the right to deny reimbursement for expenses that are deemed excessive, undocumented, or in violation of this policy.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2026.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk

Meals, not included with Conference Fees. (Attach all purchasing card receipts):

Subtotal Meals: \$ _____

Conference Fees. (Attach all purchasing card receipts):

Subtotal Conference Fees: \$ _____

Miscellaneous Charges – please describe. (Attach all purchasing card receipts):

Subtotal Miscellaneous Charges: \$ _____

TOTAL PURCHASING CARD CHARGES:

TOTAL ADVANCE PURCHASE AMOUNT = \$ _____

Respectfully Submitted:

(Name)

(Signature)

(Date)

Travel Voucher

Attach All Receipts To This Form

Employee Name _____ Department _____
 Purpose of Travel _____ Travel Dates _____ From _____ To _____

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Breakfast								\$0.00
Lunch								\$0.00
Dinner								\$0.00
Tips								\$0.00
Total Meals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2026 Standard Meals & Incidental Daily Rate (Includes Tips) = \$68.00								
Taxis								\$0.00
Airline								\$0.00
City Car								\$0.00
Private Car								\$0.00
Lodging								\$0.00
Miscellaneous								\$0.00
Total Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Detail of Travel By Private Car

Was a City Vehicle available?

Date	Origin	Destination	Mileage	Reimbursement

Yes

No

Account Number _____ Amount _____

2026 Mileage Rate	\$0.760
If City Vehicle Available	\$0.380

Total Reimbursement	\$0.00
----------------------------	---------------

I certify that all charges claimed herein are valid charges incurred by me while traveling on business for the City of Gillette.

Employee Signature _____

Supervisor Approved _____

Finance Director Approved _____

Department Head Approved _____

City Administrator Authorized _____



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

ORDINANCE 1ST READING

Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of a 20-Foot-Wide General Utility Easement, as Recorded in Book 5 of Plats, Page 122-123, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Approving and Authorizing the Partial Vacation of a 20-Foot-Wide General Utility Easement, as Recorded in Book 5 of Plats, Page 122-123, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

Walmart Real Estate Business Trust, Owner

AGENT:

Anna Betkowski, Galloway and Company, Agent

CASE BACKGROUND:

The applicant is requesting the partial vacation of an existing 20-foot wide General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy The portion proposed for vacation measures approximately 15,262 square feet, or 0.350 acres and runs north to south along the existing Walmart building and then curves west to wrap around the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Vicinity Map](#)

[Easement Vacation](#)

[Ordinance](#)

[Planning Requirements](#)

[Planning Commission Minutes 9/8/2026](#)

Vicinity Map



CITY OF GILLETTE

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

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM
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GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR
THE INFORMATION CONTAINED THEREIN.



1 inch equals 370 feet
1 inch equals 0.07 miles

August 21, 2026
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

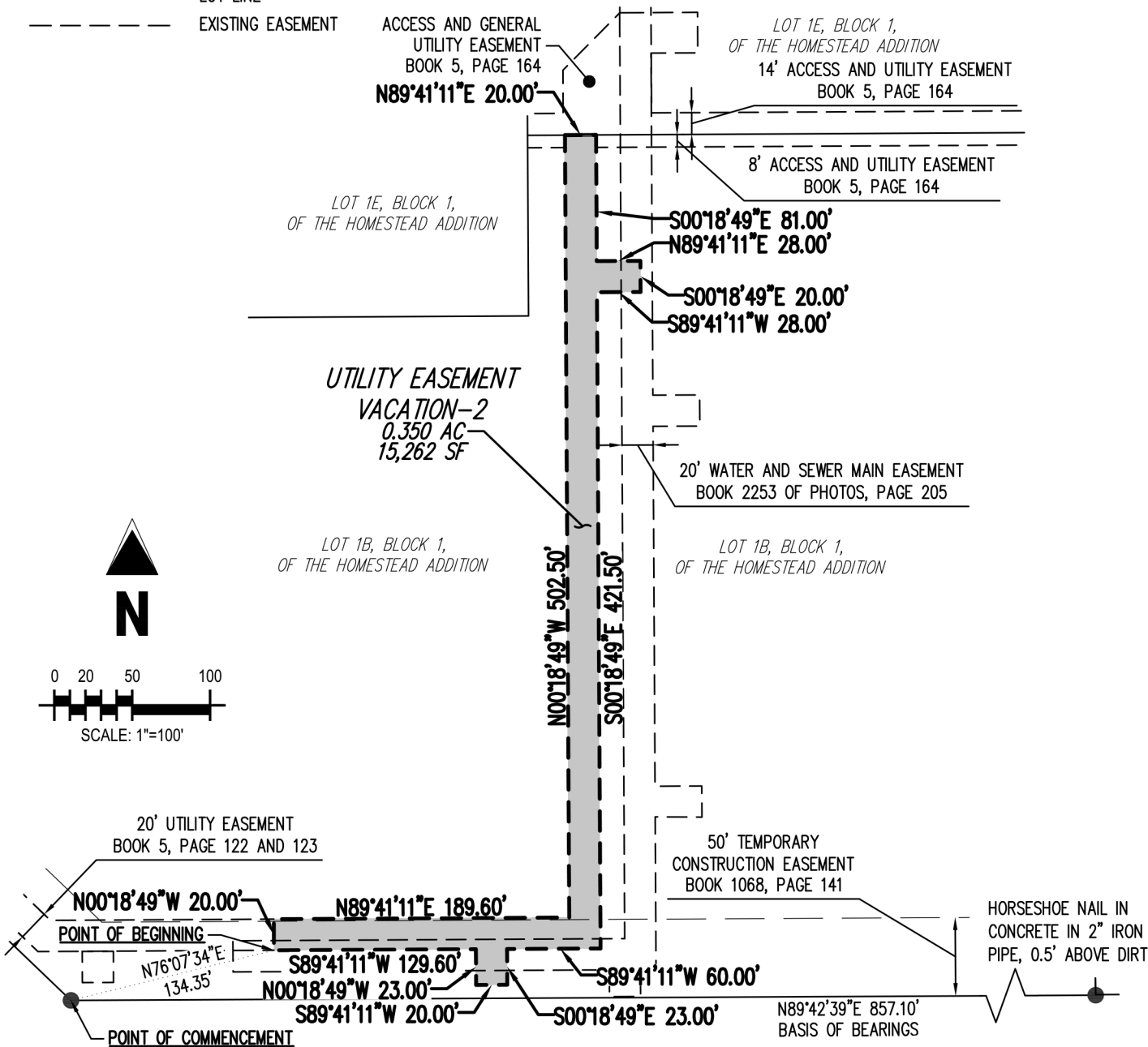
LEGEND

- FOUND "+" CUT IN CONCRETE UNLESS OTHERWISE DESCRIBED
- ▬ VACATED EASEMENT
- ▬ LOT LINE
- ▬ EXISTING EASEMENT

DEPICTION

NOTE:

1. THIS LEGAL AND DEPICTION WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT TO EXAMINE ENCUMBRANCES TO THE PROPERTY. THE SURVEYOR DID NOT PERFORM ANY ADDITIONAL RESEARCH OF THE PROPERTY BEYOND THE CURRENT SUBDIVISION PLAT, IF AVAILABLE. FOR ADDITIONAL ENCUMBRANCE INFORMATION, THE SURVEYOR RECOMMENDS A TITLE REPORT BE OBTAINED.
2. EXISTING PUBLIC ACCESS, EMERGENCY ACCESS, AND PEDESTRIAN ACCESS EASEMENTS ARE NOT AFFECTED BY THIS UTILITY EASEMENT VACATION.



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SHEET 3 OF 3

BEING PART OF LOT 1B, BLOCK 1, HOMESTEAD ADDITION
LOCATED IN THE NORTHEAST QUARTER OF

SECTION 34, T. 50 N., R. 72 W. OF THE 6TH P.M., CITY OF GILLETTE,
COUNTY OF CAMPBELL, STATE OF WYOMING

UTILITY EASEMENT VACATION-2 DEPICTION

Project No: WMT1485

Drawn By: ACS

Checked By: RCR

Date: 08/13/2026

Galloway

5235 Ronald Reagan Blvd., Suite 200
Johnstown, CO 80534
970.800.3300
GallowayUS.com

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Galloway & Company, LLC (LLC)
Galloway & Company AE Services, (LLC)

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE PARTIAL VACATION OF A 20-FOOT-WIDE GENERAL UTILITY EASEMENT, AS RECORDED IN BOOK 5 OF PLATS, PAGE 122-123, BY THE CAMPBELL COUNTY CLERK; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

SECTION ONE.

Pursuant to the petition of the City of Gillette and with the permission of the property owner of Lot 1B, Block 1 of Homestead Addition, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the partial vacation of the 20-foot-wide general utility easement, as contained entirely within Lot 1B, Block 1 of Homestead Addition, the easement being recorded by the Campbell County Clerk in Book 5 of Plats, Page 122-123, will not abridge or destroy any of the rights and privileges of the other landowners in the vicinity of the vacation, and further finds that the vacation is in the best interest of the City of Gillette. For a more detailed location of the vacation see the attached "Partial Easement Vacation" exhibit.

SECTION TWO.

- (a) The Ordinance and "Depiction" exhibit shall be recorded at the Campbell County Clerk's Office upon approval of the Vacation by City Council.
- (b) The Clerk of Campbell County, in whose office the aforesaid plat is recorded, shall write in plain legible letters across that part of the plat so vacated, the word "VACATED" and also make a reference on the same to the volume and page in which the said instrument of Vacation is recorded.

SECTION THREE. This ordinance shall be in full force and effect on its effective date, _____, 2026.

PASSED, APPROVED AND ADOPTED THIS ____ day of _____, 2026.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk
Publication Date: _____, 2026

STATE OF WYOMING)
)ss.
County of Campbell)

On this ____ day of _____, 2026, before me personally appeared Shay Lundvall, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Shay Lundvall acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

PL2026-0042 | Easement Vacation | 2300 S Douglas Hwy

Planning Requirements

1. All comments from the staff review process shall be addressed.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ September 8, 2026 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Lance Walker, and Jack Colson.

Commission Members Absent: Matthew Nelson, Brian Rozier, and Ian Scott.

Staff Present: Meredith Duvall, City Planning Manager, Amy Smith, City Planner; Jami Johnson, City Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Jack Colson to approve the meeting minutes of August 11, 2026. Lance Walker seconded the motion. Motion carried 4/0.

Case No.
PL2026-0042 –
EASEMENT
VACATION – 2300
S Douglas Hwy

The applicant is requesting the partial vacation of an existing 20-foot wide General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 15,262 square feet, or 0.350 acres and runs north to south along the existing Walmart building and then curves west to wrap around the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Meredith Duvall said the Planning Division received one inquiry that was a Walmart employee calling at their manager's request after seeing the sign posted for the case, and was a general inquiry with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Lance Walker made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 4/0.

Case No.
PL 2026-0043 –
EASEMENT
VACATION – 2300
S Douglas Hwy

The applicant is requesting the partial vacation of an existing Access and General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 2,518 square feet, or 0.058 acres and is located at the Grocery Entrance of the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Meredith Duvall said the Planning Division received the same inquiry from the Walmart employee calling at their manager's request after seeing the sign. Like the previous case, there were no objections to the proposed vacation.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Vice-Chair Cone made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

Case No.
PL 2026-0040 –
MINOR
SUBDIVISION |
FINAL PLAT –
Pronghorn Ranch
Phase III, Filing 1A

The proposed Final Plat – Major Subdivision for Pronghorn Ranch Phase III, Filing Number 1A is for a new development of 11 residential lots between 7,200 – 11,200 square feet (or 0.16 – 0.25 acres) and one larger Tract at 465,395 square feet (or 10.68 acres) for a total subdivision area of 13.53 acres.

The subdivision is location just south of Big Lost Drive and will extend the 60-foot right-of-way that is Star Hope Drive south and dead-end until a future phase of the subdivision extends Star Hope Drive further. This subdivision is zoned R-1, Single Family Residential District, with the land to the north containing single family homes and the land to the south and west being undeveloped and vacant.

All lots within the R-1 District are required to be a minimum of 6,000 square feet and have a minimum width of 50 feet; all proposed lots meet these requirements. Many of the underground utilities for this subdivision are already in place. A Recorded or Unrecorded Plat Agreement will be required prior to City Council acceptance of the Final Plat. All lots will be serviced with city utilities and can have a stick-built or modular homes on each lot. Water, Sewer, Stormwater, Electrical, Street, and sidewalk utilities will be required to be extended as part of the Final Plat submittal process if not already in place.

The Parks and Beautification Board approved the Preliminary Plat for this subdivision on December 13, 2012 and was determined at that time that no park fee will be required for this development.

Meredith Duvall said the Planning Division received two inquiries from the public on the case, and were general inquiries with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Jack Colson made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 3/0/1 Abstention.

Case No.
PL 2026-0041 –
MAJOR
COMMERCIAL
SITE PLAN – 3800
Commercial Drive

If a Commercial Site Plan is proposing multiple buildings or is proposing a building over 25,000 square feet, it is required to be submitted as a Major Commercial Site Plan and go before Planning Commission for approval. The applicant has submitted a Major Commercial Site Plan for the development of the new Enzi Applied Learning Center, located at 3800 College Drive, which is at the intersection of Enzi Drive and W Sinclair Street.

The site currently has access to all city utilities (water, sewer, and electric) and the applicant has provided staff with their required pipe sizing and electrical loads, none of which are an issue for the various utility divisions. The proposed building is 48,752

square feet, with parking provided in front of the building. The purpose of the building is for higher education, which is a permitted use in its zoning district of C-O, Office and Institution.

Meredith Duvall said the Planning Division received no calls from the public on the case.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Chair Hottell asked what the round track-like shaped drawing on the far right of the proposed site map was, and Meredith Duvall said it was an on-site detention area for managing water, snow melt, and runoff.

There being no further comments or questions, Lance Walker made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0.

Case No.
PL 2026-0025 –
MAP
AMENDMENT –
Lot 2, Chara Hills
Estates, Ph III

The applicants seek to amend the Zoning Map to rezone Lot 2 of Chara Hill Estates, Phase III from R-S, Suburban Residential District to C-O, Office and Institutional District. The property is 2.88 acres and is currently vacant and undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time.

At the time of development, a landscape buffer will be required for any commercial business that locates on Lot 2, per the Landscape Section of the Zoning Ordinance. Lot 2 does have access to city utilities (water, sewer, and electric). Also, at the time of development, a Drainage Study and Traffic Impact Study will be required.

Per Section 1.e(1) Amendment Procedures, Statement of Policy: Any person, corporation, or the City may initiate amendments to the Zoning Code to: Correct an obvious error or oversight in the regulations; or Recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare. Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. “This District allows for a compatible mixture of public, quasi-public, and private institutional and professional service uses at a moderate level of intensity, designed to be compatible with nearby residential districts.” (Section 3, I. Zoning Ordinance).

When considering this rezone, staff considered the following: future access, road classification, and surrounding zoning and use. Future Access: future access for any commercial development will come off of E Boxelder Road Road Classification: E Boxelder Road is classified as a Major Collector street and is a connector between the commercial businesses along E Boxelder Road to the east, the Energy Capital Sports Complex going west, and Cam-Plex further west. Surrounding Zoning and Use: The property directly east along E Boxelder Road is zoned C-1, General Commercial, that currently abuts the Chara Hill Estates subdivision; directly across Chara Ave is a Calvary Baptist Church of Gillette (zoned, R-S, Suburban Residential) and half of the lot containing 1801 Chara Avenue, a residential house.

The 2025 Comprehensive Plan Future Land Use Map identifies this area as Complete Suburban Living. This neighborhood typology, “is comprised of existing neighborhoods in Gillette that are suburban in form but largely incomplete because of the lack of connectivity and lack of variety in housing types. These places were built in the post-World War II style of large lots with bigger yards and curvilinear, winding

streets...Neighborhood-scale commercial should be allowed along key intersections and higher intensity roadways, ensuring there are plenty of opportunities within walking distance for residents” (pg. 78, Comprehensive Plan). Staff does recognize the neighborhood feel when entering off of E Boxelder Road onto Chara Avenue, however the frontage of Lot 2 along E Boxelder Road is prime for commercial, office, and institutional uses and is a logical extension of those uses.

Meredith Duvall said the Planning Division received multiple written comments and calls from the public on the case. They were as follows:

Public Comment 1: Against the rezone because the drainage in Phase 1 of Chara Hills was not done properly. They said they worked with City Engineering last year and got land from the church to help fix the drainage, but it did not move forward mainly due to the subdivision. Ms. Duvall noted that, per her understanding, the property owner has since spoken with the resident and reached a mutual understanding/compromise regarding the drainage.

Public Comment 2: Inquired whether the zoning would remain the same. Ms. Duvall said they advised the zoning for Lot 1 and Tract A were staying RS – Suburban Residential District and Lot 2 was proposed for change to Commercial.

Public Comment 3: Inquired about what was being proposed. Ms. Duvall said they were advised it was a minor subdivision as well as a zoning district map amendment. They wanted to know if there would be streets connecting, and they were advised no plans had been submitted to the Planning Division for development for through traffic. They stated they were adamantly opposed to the rezone and the development in all forms.

Public Comment 4: Had general questions regarding the proposed rezone and did not have strong feelings either way.

Public Comment 5: Expressed support of the subdivision and map amendment and stated hope that the land gets developed. They thought it would be a good thing and asked if landscaping would be required, and Ms. Duvall clarified that commercial development requires a landscaping plan, whereas residential development does not.

Public Comment 6: Concerned about not receiving a surrounding property owner notice. Staff investigation revealed that the previous homeowner had moved and the County Assessor's contact records had not yet been updated. Ms. Duvall informed the resident they would receive all future notices and hand-delivered the subsequent surrounding property owner letter. The resident also asked what type of business would occupy the commercial lot; Ms. Duvall advised that specific development plans are unknown at this time.

Public Comment 7: Had concerns about increased traffic, dangerous intersections and drainage concerns possibly due to an undersized culvert along Shalom Ave. The resident also inquired about a possible berm installation on a lot that is not considered for rezone.

Public Comment 8: Had traffic concerns, stating they thought they were purchasing a home in a quiet neighborhood and had concerns about the rezoning to commercial.

Public Comment 9: Adamantly against the proposed rezoning as it does not align with the intent of the neighborhood.

Public Comment 10: Expressed concern after a neighbor placed a notice on the mailbox advising residents to attend the Planning Commission meeting to vote for or against the map amendment. Ms. Duvall said the flyer claimed the zoning was to be changed to C-O, Office and *Industrial* and it led neighboring residents to believe that they would be voting. Ms. Duvall said she advised the correct zoning would be C-O, Office and Institutional, and that the residents would not be voting on the proposed rezoning, but rather the Planning Commission would be voting on the case. Also, Ms. Duvall advised the case would then move to City Council for approval as well. The resident said they would then address the misleading flyer within the neighborhood.

Public Comment 11: Opposed commercial land use in the neighborhood and objected to the map amendment.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Rachelle Kadow of 1700 Chara Ave spoke in opposition to the proposed zoning change and presented the following comments:

Ms. Kadow stated that any rezone should be conducted in consultation with a Homeowners Association (HOA) meeting through an elected representative. Ms. Kadow said she did not have adequate time to prepare for the meeting after being rear-ended at the neighborhood entrance in late July, adding the same kind of events have been frequent and will increase. Ms. Kadow said Shalom Avenue will be affected as people will see it as a shortcut rather than entering off Boxelder Road, which has heavy traffic.

Ms. Kadow asked the Commission to remember purchasing their first home that they could be proud of with a neighborhood of families who believed they were moving into a private residential area. Ms. Kadow said she was referring to an upper-middle class neighborhood where homes are between \$500,000 to \$1 million. Ms. Kadow noted she is proud of their neighborhood with the highest HOA in the city because they do not have mobile homes, only stick-built homes, that are on a higher level of value.

Ms. Kadow said there is also low crime in her neighborhood, with children riding bikes unattended and that would probably cease because of the potential of being hit by cars and traffic issues. Ms. Kadow said turning off Boxelder Road would become congested, making people use Shalom Avenue prompting more traffic there.

Ms. Kadow said paying off her home was a wonderful accomplishment, but changes are now being proposed to her neighborhood beyond her control that she was led to believe would not by her realtor and by the neighbor who watched her house while she was in Italy for a month. Ms. Kadow said there would not be as many Sunday evenings with people walking their dogs because the whole nature of the neighborhood would change.

Ms. Kadow said it was her understanding that discussions have occurred regarding potential buyers of the lot without changing the zoning, allowing for more meaningful development options other than C-O.

Tom Kremer, Developer of the lot for the proposed rezoning, was present and said the citizen who contacted City Planning about concerns of drainage did get in contact with him and they put together a plan. Subsequently, Mr. Kremer said he spent Labor Day weekend digging a culvert at a church site in the neighborhood. As well, the area was resodded he said.

Mr. Kremer said access to the lot would be off Boxelder Road only, with no access being granted off Chara Avenue, so the concerns of increased traffic on streets like Shalom Avenue will not be an issue with any new development on the property.

Ms. Kadow said she also wanted to point out that she understands the developer wants to be particular about what type of business is developed on the property; however, she said they had no control of how long that business would last and what business would follow and could include a vape shop (e-cigarette retailer).

There being no further comments or questions, Lance Walker made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0.

OLD BUSINESS

None

NEW BUSINESS

Meredith Duvall said the September 22, 2026, meeting is canceled and the next meeting will be October 13, 2026.

ADJOURNMENT

The meeting was adjourned at 5:49 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

ORDINANCE 1ST READING

Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of an Access and General Utility Easement, as Recorded in Book 5 of Plats, Page 164-165, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Approving and Authorizing the Partial Vacation of an Access and General Utility Easement, as Recorded in Book 5 of Plats, Page 164-165, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

Walmart Real Estate Business Trust, Owner

AGENT:

Anna Betkowski, Galloway and Company, Agent

CASE BACKGROUND:

The applicant is requesting the partial vacation of an existing Access and General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 2,518 square feet, or 0.058 acres and is located at the Grocery Entrance of the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Vicinity Map](#)

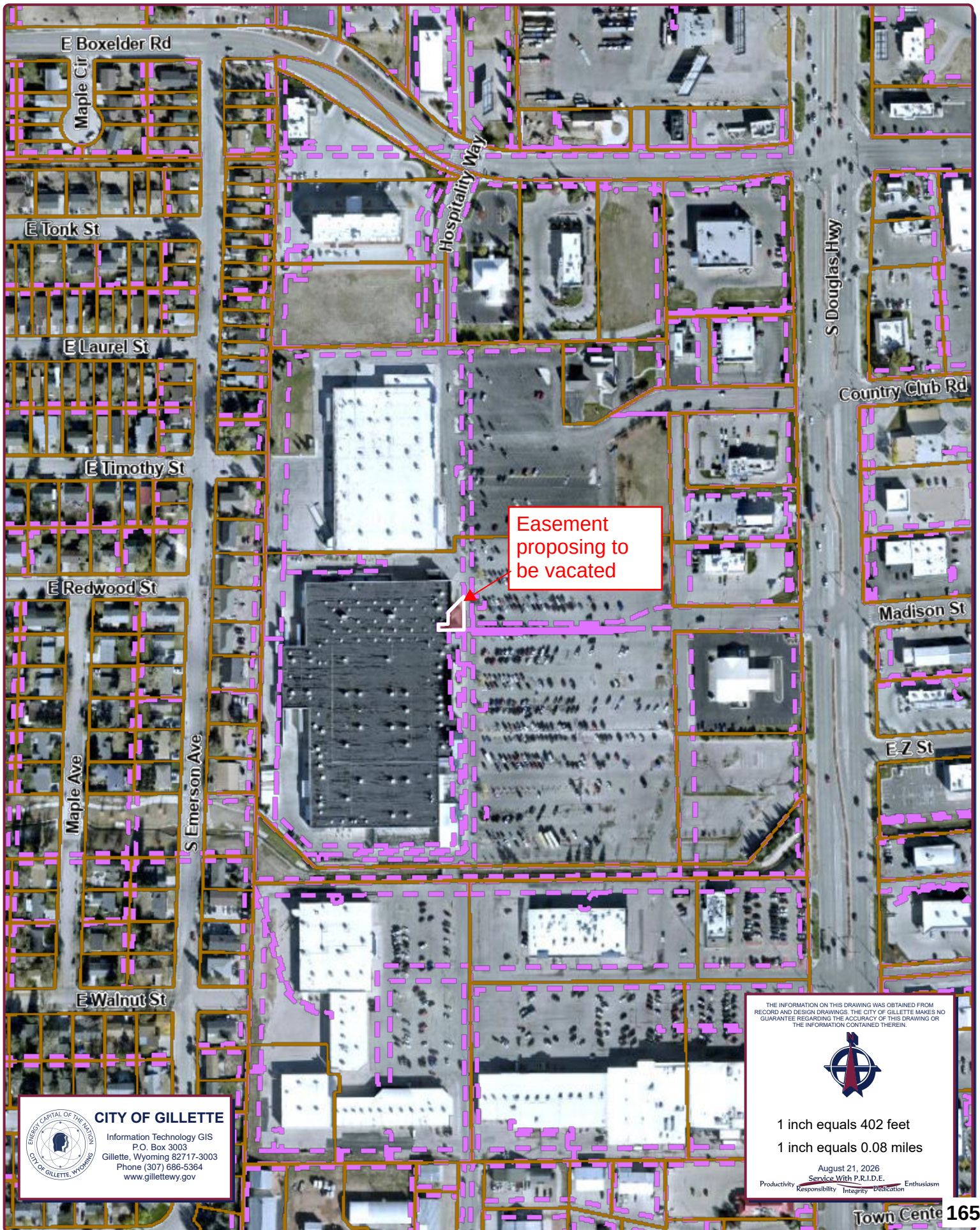
[Easement Vacation](#)

[Ordinance](#)

[Planning Requirements](#)

[Planning Commission Minutes 9/8/2026](#)

Vicinity Map



Easement
proposing to
be vacated



CITY OF GILLETTE

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

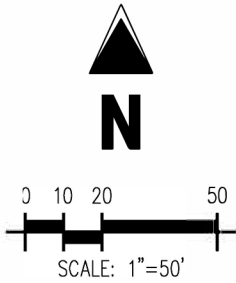
THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM
RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO
GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR
THE INFORMATION CONTAINED THEREIN.



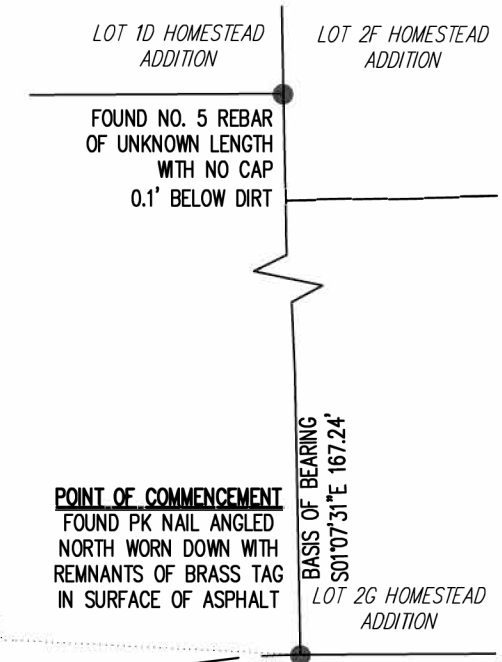
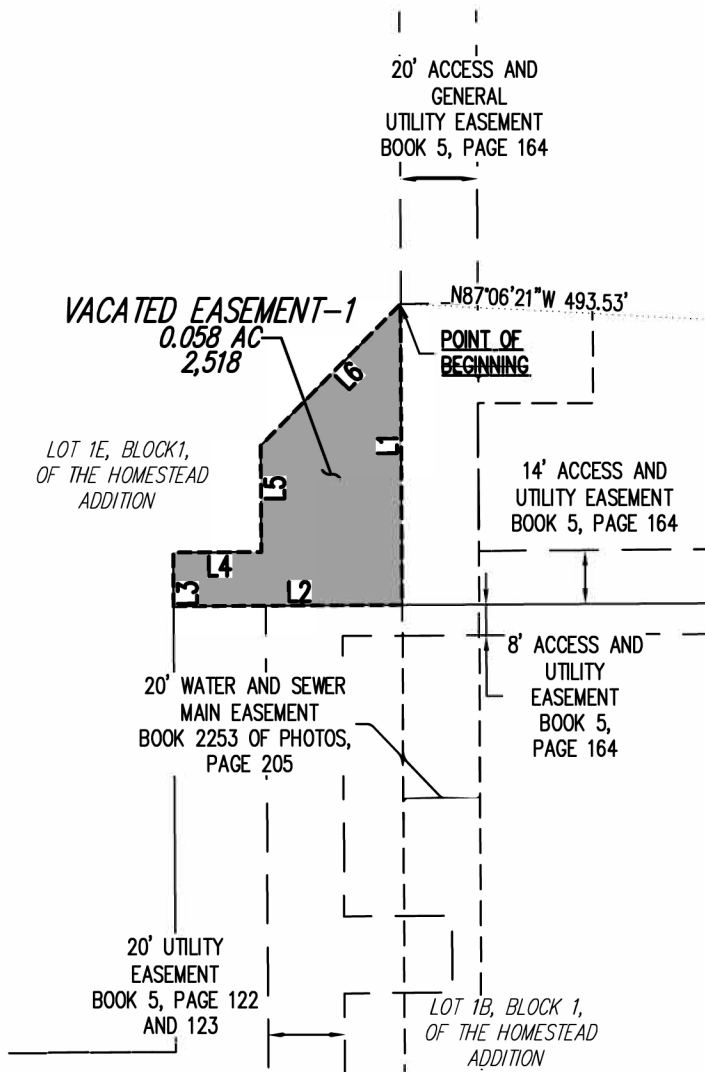
1 inch equals 402 feet
1 inch equals 0.08 miles

August 21, 2026
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

DEPICTION



NOTE: THIS LEGAL AND DEPICTION WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT TO EXAMINE ENCUMBRANCES TO THE PROPERTY. THE SURVEYOR DID NOT PERFORM ANY ADDITIONAL RESEARCH OF THE PROPERTY BEYOND THE CURRENT SUBDIVISION PLAT, IF AVAILABLE. FOR ADDITIONAL ENCUMBRANCE INFORMATION, THE SURVEYOR RECOMMENDS A TITLE REPORT BE OBTAINED.



LEGEND

- FOUND MONUMENT AS DESCRIBED
- ▬ VACATED EASEMENT
- ▬ LOT LINE
- ▬ EXISTING EASEMENT

PARCEL LINE SEGMENT TABLE

LINE TAG #	BEARING	LENGTH (FT)
L1	S00°18'47"E	78.40
L2	S89°41'11"W	59.53
L3	N00°18'49"W	14.00
L4	N89°41'11"E	22.93
L5	N00°18'49"W	27.69
L6	N44°36'06"E	51.83

© Galloway Instrument of Service. Not to be copied, disclosed, or reproduced without written consent.

BEING A PART OF LOT 1 E, BLOCK 1 HOMESTEAD ADDITION
LOCATED IN THE NORTHEAST QUARTER
OF SECTION 34, T. 50 N., R. 72 W. OF THE 6TH P.M. CITY OF GILLETTE
COUNTY OF CAMPBELL, STATE OF WYOMING
UTILITY EASEMENT VACATION-1 DEPICTION
SHEET 2 OF 2

Project No: WMT1485

Drawn By: BHM

Checked By: RCR

Date: 08/13/2026

Galloway

5235 Ronald Reagan Blvd., Suite 200
Johnstown, CO 80534
970.800.3300
GallowayUS.com

Galloway & Company, LLC (DBA
Galloway & Company AE Services, LLC)

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE PARTIAL VACATION OF AN ACCESS AND GENERAL UTILITY EASEMENT, AS RECORDED IN BOOK 5 OF PLATS, PAGE 164-165, BY THE CAMPBELL COUNTY CLERK; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

SECTION ONE.

Pursuant to the petition of the City of Gillette and with the permission of the property owner of Lot 1B, Block 1 of Homestead Addition, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the partial vacation of an access and general utility easement, as contained entirely within Lot 1B, Block 1 of Homestead Addition, the easement being recorded by the Campbell County Clerk in Book 5 of Plats, Page 164-165, will not abridge or destroy any of the rights and privileges of the other landowners in the vicinity of the vacation, and further finds that the vacation is in the best interest of the City of Gillette. For a more detailed location of the vacation see the attached "Partial Easement Vacation" exhibit.

SECTION TWO.

- (a) The Ordinance and "Depiction" exhibit shall be recorded at the Campbell County Clerk's Office upon approval of the Vacation by City Council.
- (b) The Clerk of Campbell County, in whose office the aforesaid plat is recorded, shall write in plain legible letters across that part of the plat so vacated, the word "VACATED" and also make a reference on the same to the volume and page in which the said instrument of Vacation is recorded.

SECTION THREE. This ordinance shall be in full force and effect on its effective date, _____, 2026.

PASSED, APPROVED AND ADOPTED THIS ____ day of _____, 2026.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk
Publication Date: _____, 2026

STATE OF WYOMING)
)ss.
County of Campbell)

On this ____ day of _____, 2026, before me personally appeared Shay Lundvall, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Shay Lundvall acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

PL2026-0043 | Easement Vacation | 2300 S Douglas Hwy

Planning Requirements

1. All comments from the staff review process shall be addressed.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ September 8, 2026 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Lance Walker, and Jack Colson.

Commission Members Absent: Matthew Nelson, Brian Rozier, and Ian Scott.

Staff Present: Meredith Duvall, City Planning Manager, Amy Smith, City Planner; Jami Johnson, City Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Jack Colson to approve the meeting minutes of August 11, 2026. Lance Walker seconded the motion. Motion carried 4/0.

Case No.
PL2026-0042 –
EASEMENT
VACATION – 2300
S Douglas Hwy

The applicant is requesting the partial vacation of an existing 20-foot wide General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 15,262 square feet, or 0.350 acres and runs north to south along the existing Walmart building and then curves west to wrap around the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Meredith Duvall said the Planning Division received one inquiry that was a Walmart employee calling at their manager's request after seeing the sign posted for the case, and was a general inquiry with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Lance Walker made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 4/0.

Case No.
PL 2026-0043 –
EASEMENT
VACATION – 2300
S Douglas Hwy

The applicant is requesting the partial vacation of an existing Access and General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 2,518 square feet, or 0.058 acres and is located at the Grocery Entrance of the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Meredith Duvall said the Planning Division received the same inquiry from the Walmart employee calling at their manager's request after seeing the sign. Like the previous case, there were no objections to the proposed vacation.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Vice-Chair Cone made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

Case No.
PL 2026-0040 –
MINOR
SUBDIVISION |
FINAL PLAT –
Pronghorn Ranch
Phase III, Filing 1A

The proposed Final Plat – Major Subdivision for Pronghorn Ranch Phase III, Filing Number 1A is for a new development of 11 residential lots between 7,200 – 11,200 square feet (or 0.16 – 0.25 acres) and one larger Tract at 465,395 square feet (or 10.68 acres) for a total subdivision area of 13.53 acres.

The subdivision is location just south of Big Lost Drive and will extend the 60-foot right-of-way that is Star Hope Drive south and dead-end until a future phase of the subdivision extends Star Hope Drive further. This subdivision is zoned R-1, Single Family Residential District, with the land to the north containing single family homes and the land to the south and west being undeveloped and vacant.

All lots within the R-1 District are required to be a minimum of 6,000 square feet and have a minimum width of 50 feet; all proposed lots meet these requirements. Many of the underground utilities for this subdivision are already in place. A Recorded or Unrecorded Plat Agreement will be required prior to City Council acceptance of the Final Plat. All lots will be serviced with city utilities and can have a stick-built or modular homes on each lot. Water, Sewer, Stormwater, Electrical, Street, and sidewalk utilities will be required to be extended as part of the Final Plat submittal process if not already in place.

The Parks and Beautification Board approved the Preliminary Plat for this subdivision on December 13, 2012 and was determined at that time that no park fee will be required for this development.

Meredith Duvall said the Planning Division received two inquiries from the public on the case, and were general inquiries with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Jack Colson made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 3/0/1 Abstention.

Case No.
PL 2026-0041 –
MAJOR
COMMERCIAL
SITE PLAN – 3800
Commercial Drive

If a Commercial Site Plan is proposing multiple buildings or is proposing a building over 25,000 square feet, it is required to be submitted as a Major Commercial Site Plan and go before Planning Commission for approval. The applicant has submitted a Major Commercial Site Plan for the development of the new Enzi Applied Learning Center, located at 3800 College Drive, which is at the intersection of Enzi Drive and W Sinclair Street.

The site currently has access to all city utilities (water, sewer, and electric) and the applicant has provided staff with their required pipe sizing and electrical loads, none of which are an issue for the various utility divisions. The proposed building is 48,752

square feet, with parking provided in front of the building. The purpose of the building is for higher education, which is a permitted use in its zoning district of C-O, Office and Institution.

Meredith Duvall said the Planning Division received no calls from the public on the case.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Chair Hottell asked what the round track-like shaped drawing on the far right of the proposed site map was, and Meredith Duvall said it was an on-site detention area for managing water, snow melt, and runoff.

There being no further comments or questions, Lance Walker made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0.

Case No.
PL 2026-0025 –
MAP
AMENDMENT –
Lot 2, Chara Hills
Estates, Ph III

The applicants seek to amend the Zoning Map to rezone Lot 2 of Chara Hill Estates, Phase III from R-S, Suburban Residential District to C-O, Office and Institutional District. The property is 2.88 acres and is currently vacant and undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time.

At the time of development, a landscape buffer will be required for any commercial business that locates on Lot 2, per the Landscape Section of the Zoning Ordinance. Lot 2 does have access to city utilities (water, sewer, and electric). Also, at the time of development, a Drainage Study and Traffic Impact Study will be required.

Per Section 1.e(1) Amendment Procedures, Statement of Policy: Any person, corporation, or the City may initiate amendments to the Zoning Code to: Correct an obvious error or oversight in the regulations; or Recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare. Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. “This District allows for a compatible mixture of public, quasi-public, and private institutional and professional service uses at a moderate level of intensity, designed to be compatible with nearby residential districts.” (Section 3, I. Zoning Ordinance).

When considering this rezone, staff considered the following: future access, road classification, and surrounding zoning and use. Future Access: future access for any commercial development will come off of E Boxelder Road Road Classification: E Boxelder Road is classified as a Major Collector street and is a connector between the commercial businesses along E Boxelder Road to the east, the Energy Capital Sports Complex going west, and Cam-Plex further west. Surrounding Zoning and Use: The property directly east along E Boxelder Road is zoned C-1, General Commercial, that currently abuts the Chara Hill Estates subdivision; directly across Chara Ave is a Calvary Baptist Church of Gillette (zoned, R-S, Suburban Residential) and half of the lot containing 1801 Chara Avenue, a residential house.

The 2025 Comprehensive Plan Future Land Use Map identifies this area as Complete Suburban Living. This neighborhood typology, “is comprised of existing neighborhoods in Gillette that are suburban in form but largely incomplete because of the lack of connectivity and lack of variety in housing types. These places were built in the post-World War II style of large lots with bigger yards and curvilinear, winding

streets...Neighborhood-scale commercial should be allowed along key intersections and higher intensity roadways, ensuring there are plenty of opportunities within walking distance for residents” (pg. 78, Comprehensive Plan). Staff does recognize the neighborhood feel when entering off of E Boxelder Road onto Chara Avenue, however the frontage of Lot 2 along E Boxelder Road is prime for commercial, office, and institutional uses and is a logical extension of those uses.

Meredith Duvall said the Planning Division received multiple written comments and calls from the public on the case. They were as follows:

Public Comment 1: Against the rezone because the drainage in Phase 1 of Chara Hills was not done properly. They said they worked with City Engineering last year and got land from the church to help fix the drainage, but it did not move forward mainly due to the subdivision. Ms. Duvall noted that, per her understanding, the property owner has since spoken with the resident and reached a mutual understanding/compromise regarding the drainage.

Public Comment 2: Inquired whether the zoning would remain the same. Ms. Duvall said they advised the zoning for Lot 1 and Tract A were staying RS – Suburban Residential District and Lot 2 was proposed for change to Commercial.

Public Comment 3: Inquired about what was being proposed. Ms. Duvall said they were advised it was a minor subdivision as well as a zoning district map amendment. They wanted to know if there would be streets connecting, and they were advised no plans had been submitted to the Planning Division for development for through traffic. They stated they were adamantly opposed to the rezone and the development in all forms.

Public Comment 4: Had general questions regarding the proposed rezone and did not have strong feelings either way.

Public Comment 5: Expressed support of the subdivision and map amendment and stated hope that the land gets developed. They thought it would be a good thing and asked if landscaping would be required, and Ms. Duvall clarified that commercial development requires a landscaping plan, whereas residential development does not.

Public Comment 6: Concerned about not receiving a surrounding property owner notice. Staff investigation revealed that the previous homeowner had moved and the County Assessor's contact records had not yet been updated. Ms. Duvall informed the resident they would receive all future notices and hand-delivered the subsequent surrounding property owner letter. The resident also asked what type of business would occupy the commercial lot; Ms. Duvall advised that specific development plans are unknown at this time.

Public Comment 7: Had concerns about increased traffic, dangerous intersections and drainage concerns possibly due to an undersized culvert along Shalom Ave. The resident also inquired about a possible berm installation on a lot that is not considered for rezone.

Public Comment 8: Had traffic concerns, stating they thought they were purchasing a home in a quiet neighborhood and had concerns about the rezoning to commercial.

Public Comment 9: Adamantly against the proposed rezoning as it does not align with the intent of the neighborhood.

Public Comment 10: Expressed concern after a neighbor placed a notice on the mailbox advising residents to attend the Planning Commission meeting to vote for or against the map amendment. Ms. Duvall said the flyer claimed the zoning was to be changed to C-O, Office and *Industrial* and it led neighboring residents to believe that they would be voting. Ms. Duvall said she advised the correct zoning would be C-O, Office and Institutional, and that the residents would not be voting on the proposed rezoning, but rather the Planning Commission would be voting on the case. Also, Ms. Duvall advised the case would then move to City Council for approval as well. The resident said they would then address the misleading flyer within the neighborhood.

Public Comment 11: Opposed commercial land use in the neighborhood and objected to the map amendment.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Rachelle Kadow of 1700 Chara Ave spoke in opposition to the proposed zoning change and presented the following comments:

Ms. Kadow stated that any rezone should be conducted in consultation with a Homeowners Association (HOA) meeting through an elected representative. Ms. Kadow said she did not have adequate time to prepare for the meeting after being rear-ended at the neighborhood entrance in late July, adding the same kind of events have been frequent and will increase. Ms. Kadow said Shalom Avenue will be affected as people will see it as a shortcut rather than entering off Boxelder Road, which has heavy traffic.

Ms. Kadow asked the Commission to remember purchasing their first home that they could be proud of with a neighborhood of families who believed they were moving into a private residential area. Ms. Kadow said she was referring to an upper-middle class neighborhood where homes are between \$500,000 to \$1 million. Ms. Kadow noted she is proud of their neighborhood with the highest HOA in the city because they do not have mobile homes, only stick-built homes, that are on a higher level of value.

Ms. Kadow said there is also low crime in her neighborhood, with children riding bikes unattended and that would probably cease because of the potential of being hit by cars and traffic issues. Ms. Kadow said turning off Boxelder Road would become congested, making people use Shalom Avenue prompting more traffic there.

Ms. Kadow said paying off her home was a wonderful accomplishment, but changes are now being proposed to her neighborhood beyond her control that she was led to believe would not by her realtor and by the neighbor who watched her house while she was in Italy for a month. Ms. Kadow said there would not be as many Sunday evenings with people walking their dogs because the whole nature of the neighborhood would change.

Ms. Kadow said it was her understanding that discussions have occurred regarding potential buyers of the lot without changing the zoning, allowing for more meaningful development options other than C-O.

Tom Kremer, Developer of the lot for the proposed rezoning, was present and said the citizen who contacted City Planning about concerns of drainage did get in contact with him and they put together a plan. Subsequently, Mr. Kremer said he spent Labor Day weekend digging a culvert at a church site in the neighborhood. As well, the area was resodded he said.

Mr. Kremer said access to the lot would be off Boxelder Road only, with no access being granted off Chara Avenue, so the concerns of increased traffic on streets like Shalom Avenue will not be an issue with any new development on the property.

Ms. Kadow said she also wanted to point out that she understands the developer wants to be particular about what type of business is developed on the property; however, she said they had no control of how long that business would last and what business would follow and could include a vape shop (e-cigarette retailer).

There being no further comments or questions, Lance Walker made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0.

OLD BUSINESS

None

NEW BUSINESS

Meredith Duvall said the September 22, 2026, meeting is canceled and the next meeting will be October 13, 2026.

ADJOURNMENT

The meeting was adjourned at 5:49 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

A Public Hearing to Consider an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for Lot 2, Chara Hill Estates, Phase III; City of Gillette, Campbell County, Wyoming, from R-S, Suburban Residential District to C-O, Office and Institutional District, per the attached Exhibit.
(Planning Commission Vote: 4/0)

APPLICANT/OWNER:

Chara Hills LLC, Owner

AGENT:

Sheila Slocum, PCA Engineering, LLC, Agent

CASE BACKGROUND:

The applicants seek to amend the Zoning Map to rezone Lot 2 of Chara Hill Estates, Phase III from R-S, Suburban Residential District to C-O, Office and Institutional District. The property is 2.88 acres and is currently vacant and undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time. At the time of development, a landscape buffer will be required for any commercial business that locates on Lot 2, per the Landscape Section of the Zoning Ordinance. Lot 2 does have access to city utilities (water, sewer, and electric). Also, at the time of development, a Drainage Study and Traffic Impact Study will be required.

The minimum district size for C-O is 1 acre and the minimum lot size within the C-O district is 7,000 square feet, or 0.16 acres. As Lot 2 is 2.88 acres, it does meet both the minimum lot size as well as the minimum district size.

The surrounding Zoning Districts are:

North – R-S, Suburban Residential District

East – R-S, Suburban Residential District

South – Ag, Agricultural District

West – C-1, General Commercial District

Per Section 1.e(1) Amendment Procedures, Statement of Policy:

Any person, corporation, or the City may initiate amendments to the Zoning Code to:

1. Correct an obvious error or oversight in the regulations; or
2. Recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare.

Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. “This District allows for a compatible mixture of public, quasi-public, and private institutional and professional service uses at a moderate level of intensity, designed to be compatible with nearby residential districts.” (*Section 3, I. Zoning Ordinance*). When considering this rezone, staff considered the following: future access, road classification, and surrounding zoning and use.

- Future Access: future access for any commercial development will come off of E Boxelder Road
- Road Classification: E Boxelder Road is classified as a Major Collector street and is a connector between the commercial businesses along E Boxelder Road to the east, the Energy Capital Sports Complex going west, and Cam-Plex further west.
- Surrounding Zoning and Use: The property directly east along E Boxelder Road is zoned C-1, General Commercial, that currently abuts the Chara Hill Estates subdivision; directly across Chara Ave is a Calvary Baptist Church of Gillette (zoned, R-S, Suburban Residential) and half of the lot containing 1801 Chara Avenue, a residential house.

The 2025 Comprehensive Plan Future Land Use Map identifies this area as Complete Suburban Living. This neighborhood typology, “is comprised of existing neighborhoods in Gillette that are suburban in form but largely incomplete because of the lack of connectivity and lack of variety in housing types. These places were built in the post-World War II style of large lots with bigger yards and curvilinear, winding streets...Neighborhood-scale commercial should be allowed along key intersections and higher intensity roadways, ensuring there are plenty of opportunities within walking distance for residents” (*pg. 78, Comprehensive Plan*). Staff does recognize the neighborhood feel when entering off of E Boxelder Road onto Chara Avenue, however the frontage of Lot 2 along E Boxelder Road is prime for commercial, office, and institutional uses and is a logical extension of those uses.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Public Hearing Notice](#)

PUBLIC HEARING NOTICE

THE CITY COUNCIL WILL HOLD A PUBLIC HEARING ON SEPTEMBER 15, 2026, BEGINNING AT 6:00 P.M. IN CITY HALL, 201 EAST FIFTH STREET, TO CONSIDER A REQUEST FOR AN ORDINANCE TO AMEND THE ZONING DISTRICT MAP OF THE CITY OF GILLETTE, WYOMING FOR LOT 2, CHARA HILL ESTATES, PHASE III, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-S, SUBURBAN RESIDENTIAL DISTRICT TO C-O OFFICE AND INSTITUTION.

ANYONE DESIRING FURTHER INFORMATION MAY CONTACT THE DEVELOPMENT SERVICES DEPARTMENT, PLANNING DIVISION, SECOND FLOOR OF CITY HALL, OR CALL 686-5281.

RY MUZZARELLI, P.E.

DEVELOPMENT SERVICES DIRECTOR

DATED: August 27th, 2026

PUBLISH: August 29th, 2026



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

ORDINANCE 1ST READING

Council Consideration of an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for Lot 2, Chara Hill Estates, Phase III; City of Gillette, Campbell County, Wyoming, from R-S, Suburban Residential District to C-O, Office and Institutional District, per the attached Exhibit.
(Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for Lot 2, Chara Hill Estates, Phase III; City of Gillette, Campbell County, Wyoming, from R-S, Suburban Residential District to C-O, Office and Institutional District, per the attached Exhibit.

APPLICANT/OWNER:

Chara Hills LLC, Owner

AGENT:

Sheila Slocum, PCA Engineering, LLC, Agent

CASE BACKGROUND:

The applicants seek to amend the Zoning Map to rezone Lot 2 of Chara Hill Estates, Phase III from R-S, Suburban Residential District to C-O, Office and Institutional District. The property is 2.88 acres and is currently vacant and undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time. At the time of development, a landscape buffer will be required for any commercial business that locates on Lot 2, per the Landscape Section of the Zoning Ordinance. Lot 2 does have access to city utilities (water, sewer, and electric). Also, at the time of development, a Drainage Study and Traffic Impact Study will be required.

The minimum district size for C-O is 1 acre and the minimum lot size within the C-O district is 7,000 square feet, or 0.16 acres. As Lot 2 is 2.88 acres, it does meet both the minimum lot size as well as the minimum district size.

The surrounding Zoning Districts are:

North – R-S, Suburban Residential District

East – R-S, Suburban Residential District

South – Ag, Agricultural District

West – C-1, General Commercial District

Per Section 1.e(1) Amendment Procedures, Statement of Policy:

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Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. “This District allows for a compatible mixture of public, quasi-public, and private institutional and professional service uses at a moderate level of intensity, designed to be compatible with nearby residential districts.” (*Section 3, I. Zoning Ordinance*). When considering this rezone, staff considered the following: future access, road classification, and surrounding zoning and use.

- Future Access: future access for any commercial development will come off of E Boxelder Road
- Road Classification: E Boxelder Road is classified as a Major Collector street and is a connector between the commercial businesses along E Boxelder Road to the east, the Energy Capital Sports Complex going west, and Cam-Plex further west.
- Surrounding Zoning and Use: The property directly east along E Boxelder Road is zoned C-1, General Commercial, that currently abuts the Chara Hill Estates subdivision; directly across Chara Ave is a Calvary Baptist Church of Gillette (zoned, R-S, Suburban Residential) and half of the lot containing 1801 Chara Avenue, a residential house.

The 2025 Comprehensive Plan Future Land Use Map identifies this area as Complete Suburban Living. This neighborhood typology, “is comprised of existing neighborhoods in Gillette that are suburban in form but largely incomplete because of the lack of connectivity and lack of variety in housing types. These places were built in the post-World War II style of large lots with bigger yards and curvilinear, winding streets...Neighborhood-scale commercial should be allowed along key intersections and higher intensity roadways, ensuring there are plenty of opportunities within walking distance for residents” (*pg. 78, Comprehensive Plan*). Staff does recognize the neighborhood feel when entering off of E Boxelder Road onto Chara Avenue, however the frontage of Lot 2 along E Boxelder Road is prime for commercial, office, and institutional uses and is a logical extension of those uses.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Vicinity Map](#)

[Zoning Map](#)

[Exhibit](#)

[Section 2 - District Regulations](#)

[Planning Requirements](#)

[Ordinance](#)

[Planning Commission Minutes 9/8/2026](#)

Vicinity Map



CITY OF GILLETTE

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

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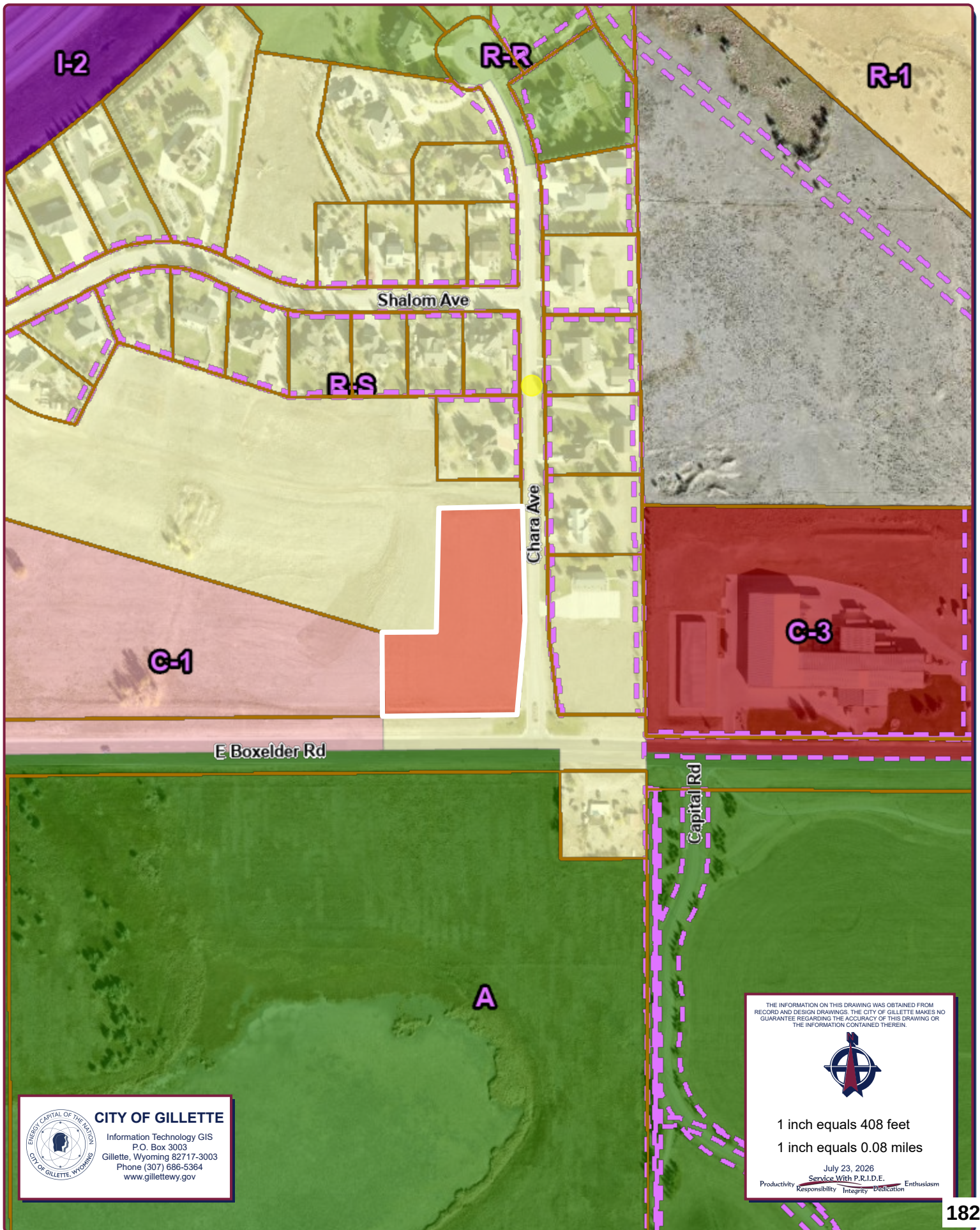


1 inch equals 344 feet

1 inch equals 0.07 miles

July 09, 2026
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

Zoning Map



CITY OF GILLETTE

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1 inch equals 408 feet
1 inch equals 0.08 miles

July 23, 2026
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm



N.T.S.

LOT 2
CHARA HILL ESTATES PH III
2.884 ACRES

CHARA AVENUE

BOXELDER ROAD



ZONING CODE

(Ord. No. 4056, 12/17/2024)

SECTION 2. DISTRICT REGULATIONS

Contents:

- a. Establishment of Zoning Districts
- b. Purpose and Land Use

a. Establishment of Zoning Districts

1. District Classification

Land within the corporate limits of the City of Gillette shall be divided into the following zoning districts:

Table a. A Districts Established		
Abbreviation	District Name	Reference
AG	Agricultural District <i>*Grandfathered Status</i>	a.
R-R	Rural Residential District	b.
R-S	Suburban Residential District	c.
R-1	Single-Family Residential District	d.
R-2	Single and Two-Family Residential District	e.
R-3	Single and Multiple-Family Residential District	f.
R-4	Multi-Family Residential	g.
M-H	Mobile Home District	h.
E-MH	Enhanced Manufactured Home District	i.
E-MH RS	Enhanced Manufactured Home Suburban Residential District	j.
C-P	Planned Neighborhood Business District	k.
C-O	Office and Institutional	l.
C-1	General Commercial District	m.
C-2	Office and Institution	n.
C-3	Business and Services District	o.
I-I	Light Industrial District	p.
I-2	Heavy Industrial District	q.

2. Zoning District Map

- a. The boundaries of the zoning districts are shown on a map titled, "Zoning Map, Gillette, Wyoming". This map, and all official amendments, are hereby declared to be part of this ordinance. The [Zoning Map](#) can be found on the City website under "Planning Services Division".
- b. All lands within the corporate boundaries shall be within one of the Zoning Districts.

- c. All lands which are hereafter annexed to the City of Gillette will have the default zoning of R-1, Single-Family Residential District, unless otherwise designated by the City Council as a part of the annexation and zoning process. Established zoning may be amended pursuant to the procedures established by the Zoning Code.

3. Uniform District Regulations

This ordinance applies uniformly in all zoning districts with the same classification:

- a. If a single property is divided by a zoning district boundary line, and if one parcel is smaller than the minimum lot size required by the Zoning Code, the zoning district regulations for the larger parcel shall apply to the small parcel.
- b. If a single property is divided by a zoning district boundary line, and if each parcel is at least equal to the minimum lot size required by the Zoning Code, the zoning district regulations for each parcel shall apply.
- c. If a single property is divided by a zoning district boundary line, and if both parcels are smaller than the minimum lot size required by the Zoning Code, the most restrictive of the zoning district regulations for the two parcels shall apply to both parcels.
- d. Lots located in R-1, R-2, M-H, E-MH and E-MH-RS Zoning Districts may have one (1) primary structure; this applies to individually owned lots in the M-H Zoning District. Lots located in the remaining zoning districts and mobile home parks located in an M-H Zoning District may have more than one (1) primary structure. All structures must comply with the Zoning Code.

4. Minimum Size of District Area

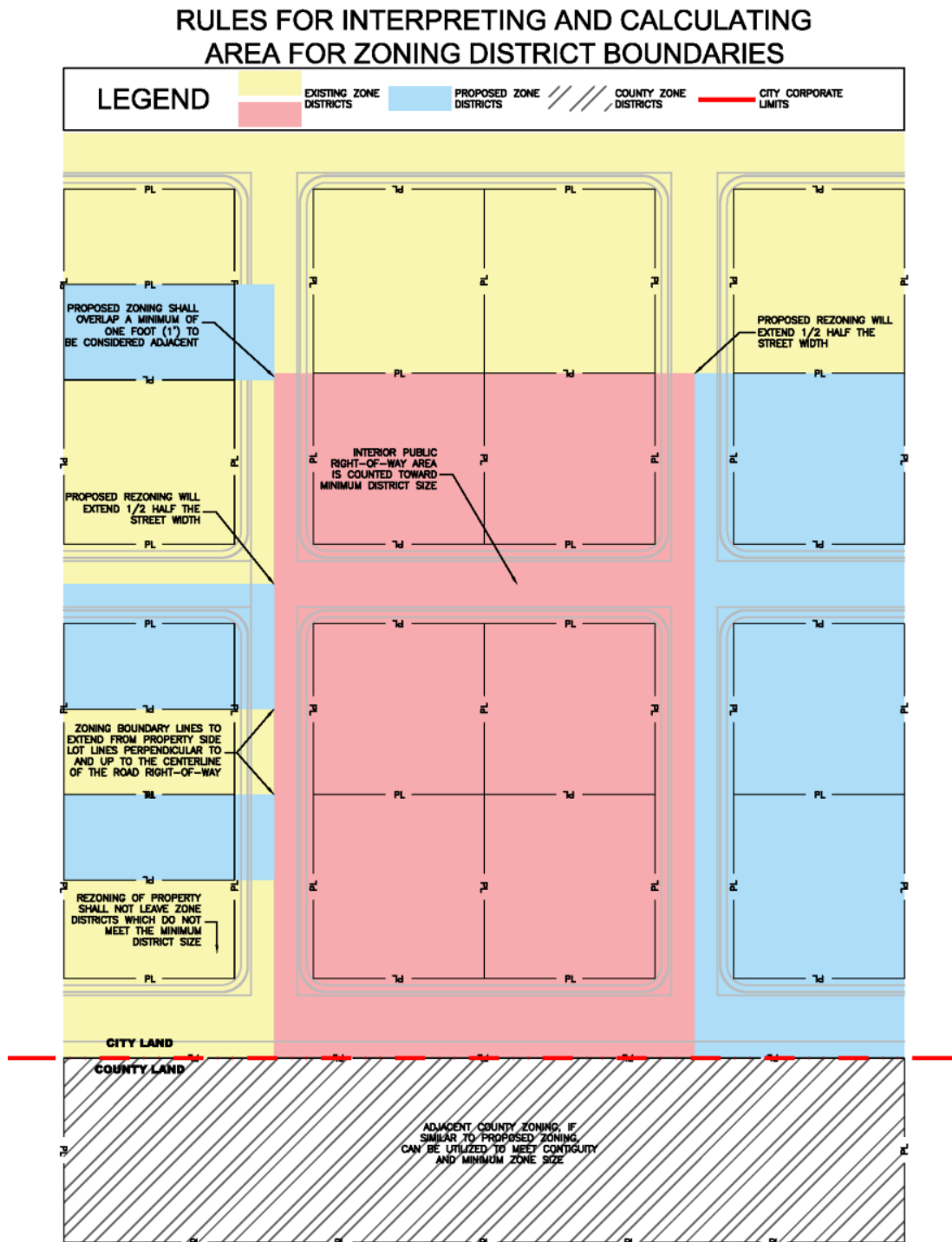
Amendments to the Zoning Code must meet minimum size requirements.

Table a. B Minimum Size of District Area		
Abbreviation	District Name	Minimum Size of District
Ag	Agricultural	No New Districts Allowed
R-R	Rural Residential	10 acres
R-S	Suburban Residential	10 acres
R-1	Single-Family Residential	10 acres
R-2	Two-Family Residential	3 acres
R-3	Single and Multiple Family Residential	3 acres
R-4	Multi-Family Residential	2 acres
M-H	Mobile Home	5 acres
E-MH	Enhance Manufactured Home	7 acres
E-MH RS	Enhanced Manufactured Home Suburban Residential	10 Acres
C-O	Office and Institutional	1 acre
C-P	Planned Neighborhood Business	1 acre
C-1	General Commercial	4 acres
C-2	Office and Institution	1 acre
C-3	Business/Service	10 acres
I-1	Light Industrial	5 acres
I-2	Heavy Industrial	10 acres

5. Rules for Interpreting and Calculating Area for Zoning District Boundaries

- a.** All rights-of-way within City limits are to be zoned to the centerline.
- b.** Side lot lines extend to the centerline of the right-of-way.
- c.** Interior public right-of-way counts toward minimum district size.
- d.** Natural features are zoned to the centerline when at a boundary limit.
- e.** Adjacent and contiguous land in the surrounding county that is zoned in a similar category can be used for rezoning acreage calculation purposes.
- f.** Upon annexation and zoning of County land, the zoning will be adjusted to the center of right-of-way as applicable.

Figure a. A
Rules for Interpreting and Calculating Area for Zoning Districts



Effective on: 10/21/2024

b. Purpose and Land Use

Table b. A Permitted Uses																	
X = Permitted Use																	
Use	<u>Ag</u>	<u>R-R</u>	<u>R-S</u>	<u>R-1</u>	<u>R-2</u>	<u>R-3</u>	<u>R-4</u>	M-H	<u>E-MH</u>	E-MH RS	<u>C-O</u>	C-P	<u>C-1</u>	C-2	<u>C-3</u>	I-1	I-2
Amusement Place													<u>X</u>				
Animal Boarding/Training	<u>X</u>														<u>X</u>	X	<u>X</u>
Animal or Livestock Sales																	<u>X</u>
Antique Shop (all merchandise sold indoors)												X	<u>X</u>	X			
Asphalt Plant or Concrete Plant																	<u>X</u>
Automobile Body Work, Painting, or Major Repairs																X	<u>X</u>
Automobile Wrecking/Salvage Yard/Junk Yard																	<u>X</u>
Automobile/Mobile/Manufactured Homes Sales													<u>X</u>		<u>X</u>	X	
Automobile Supply Store													<u>X</u>		<u>X</u>		
Bar/Tavern/Lounge											<u>X</u>	X	<u>X</u>	X			
Barber, Beauty Shop, or Spa											<u>X</u>	X	<u>X</u>	X	<u>X</u>		
Bed & Breakfast		X	<u>X</u>	X	<u>X</u>			X									
Boarding or Rooming House							<u>X</u>										
Bulk Plant, Gasoline, or LP Gas																	<u>X</u>
Carpenter and Cabinet Shop; (employing 5 persons or less in C-1 and C-2)													<u>X</u>	X	<u>X</u>	X	<u>X</u>
Car Servicing/Repair													<u>X</u>	X	<u>X</u>	X	
Cemetery	<u>X</u>	X	<u>X</u>	X	<u>X</u>			X		X							
Church	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X			
Civic (police, post office, fire, utilities, parks, libraries, etc.)	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>
Commercial Recreation													<u>X</u>	X	<u>X</u>	X	<u>X</u>
Community Center		X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X			<u>X</u>				
Condominium or Townhouse					<u>X</u>	X	<u>X</u>										
Contractors' Yard (vehicles, equipment/supplies, etc.)																X	<u>X</u>
Crematorium (as primary use)																X	<u>X</u>
Daycare* - with appropriate state license and special permit		X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>		
Dry cleaning/Laundry, etc.											<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>
Entertainment - Family-Friendly (movie theater, bowling alley, etc.)												X	<u>X</u>				
Financial Institutions (banks, lending, etc.)											<u>X</u>	X	<u>X</u>	X			
Fix-it-Shop (small appliance, household, and small engine repair)												X	<u>X</u>				
Flooring and carpet store													<u>X</u>		<u>X</u>		
Food Sales (bakery, coffee shop, etc.)											<u>X</u>	X	<u>X</u>	X	<u>X</u>		
Foster Home	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X	<u>X</u>	X							

Table b. A
Permitted Uses

X = Permitted Use

Use	<u>Ag</u>	<u>R-R</u>	<u>R-S</u>	<u>R-1</u>	<u>R-2</u>	<u>R-3</u>	<u>R-4</u>	<u>M-H</u>	<u>E-MH</u>	<u>E-MH RS</u>	<u>C-O</u>	<u>C-P</u>	<u>C-1</u>	<u>C-2</u>	<u>C-3</u>	<u>I-1</u>	<u>I-2</u>
Gas Station (does not include body work, painting, or major repairs)												X	X		X	X	X
General Agriculture	X																
Golf Course	X		X	X									X				
Greenhouse/Plant Nursery	X											X	X		X	X	X
Grocery Store													X				
Group Care Facility	X	X	X	X	X	X	X	X	X	X	X		X	X			
Group Daycare Facility (with appropriate state license)						X	X					X	X	X	X		
Group Foster Home - with appropriate state license						X	X							X			
Halfway House														X		X	
Heavy Equipment Sales, Service, and Repair																	X
Heavy Manufacturing, Processing, and Fabrication																	X
Hospital						X	X				X			X			
Hotel/Motel													X	X			
Industrial Pipe Yard																	X
Institution of Higher Learning, Including Dormitory Accommodations						X	X						X	X			
Junk Yard																	X
Light Manufacturing, Processing, or Fabrication															X	X	X
Lumber/Pipe Yard/Building Material Storage and Sales (except ready mix concrete)													X		X	X	X
Medical Offices											X	X	X	X	X		
Mixed-use Development (Minimum area of zone lot for mixed-use shall be 2000 square feet per residential development.)											X	X	X	X	X		
Mobile/Manufactured Home								X	X	X							
Mortuary (Does not include Crematorium as an Accessory Use in Residential Zones)					X	X					X		X	X			
Multi-Family Dwelling						X	X										
Museum													X	X			
Neighborhood Recreational Facility											X	X					
Novelty Shops, as defined in G.C.C. § 10-4(2)(m), and permitted by G.C.C. § 10-4(4)(c)													X	X	X		
Nursing Home/Assisted Living for Elderly						X	X				X			X			
Office											X	X	X	X	X	X	
Off-Street Parking and Storage of Personal Effects								X	X	X							
Oil/Gas/Mineral Exploration, Production	X																X
Oil/Gas/Mineral Supply, Storage, and Sales																X	X

Table b. A
Permitted Uses

X = Permitted Use

Use	<u>Ag</u>	<u>R-R</u>	<u>R-S</u>	<u>R-1</u>	<u>R-2</u>	<u>R-3</u>	<u>R-4</u>	<u>M-H</u>	<u>E-MH</u>	<u>E-MH RS</u>	<u>C-O</u>	<u>C-P</u>	<u>C-1</u>	<u>C-2</u>	<u>C-3</u>	<u>I-1</u>	<u>I-2</u>
Parking Garage													X	X	X		
Parking of Vehicles (Must comply with SECTION 5.)					X	X		X			X		X	X	X	X	X
Pet Store												X	X	X			
Pharmacy											X	X	X	X			
Printing and Publishing, Including Newspaper Office													X		X		
Private Club/Lodge						X	X						X	X	X		
Professional Services											X	X	X	X	X	X	X
Railroad	X				X	X							X		X	X	X
Ready-mix Concrete Plant																	X
Recreation Camp	X																
Recreational Vehicle (RV) Park													X				
Refinery																	X
Rental Store													X			X	
Restaurant, Fast Food											X		X				
Restaurant, Standard											X	X	X	X	X	X	
Retail, Alcohol/Tobacco Sales											X	X	X	X			
Retail, General Goods											X	X	X	X	X		
Sanitary Landfill																	X
Schools (Public and Private)	X	X	X	X	X	X	X	X			X		X	X			
Self Service Laundry													X				
Sexually Oriented Business																	X
Shared Living Residence for Senior Citizens		X	X	X	X	X	X	X						X			
Single-Family Dwelling		X	X	X	X	X	X	X	X	X							
Slaughterhouse																	X
Storage Facility													X		X	X	X
Taxidermy***															X	X	
Telecommunication Studio (television, radio, etc.)													X		X	X	
Truck or Railroad Terminal																X	X
Two-Family Dwelling					X	X	X										
Underground Oil or Gas Storage Facilities, as Approved by the City Engineering and Fire Marshall																X	
Veterinary Clinic	X												X		X	X	X
Victim Service Agency					X	X	X						X				
Warehouse																X	X
Welding Shop																X	X

Table b. A Permitted Uses																	
X = Permitted Use																	
Use	<u>Ag</u>	R-R	<u>R-S</u>	R-1	<u>R-2</u>	R-3	<u>R-4</u>	M-H	<u>E-MH</u>	E-MH RS	<u>C-O</u>	C-P	<u>C-1</u>	C-2	<u>C-3</u>	I-1	<u>I-2</u>
* Daycares: R-R, R-S, R-1, R-2, R-3, R-4, M-H, E-MH, and E-MH-RS - Family Child Care Home (FCCH), or Family Child Care Center (FCCC), with appropriate State License and operated from the provider's home with a special permit, or Child Care Center (CCC) operated by a church with appropriate State License as required under Section 3.t. of this code. Family Child Care Center (FCCC) or Child Care Center (CCC) can operate C-O, C-P, C-1, C-2, C-3. All outdoor play areas must be fenced.																	
***Tanning of hides, preparation such as boiling skulls for European Mounts and anything that causes obnoxious odors and smells are not allowed in the C-2, Central Business District and the C-3, Business/Service District.																	
Not all uses are listed as part of this table. Uses not listed shall be subject to administrative review and approval.																	

Table b. B Permitted Encroachments in All Zoning Districts	
Type	Amount
Belt courses, sills, lintels, exterior columns, chimneys, and building accessories	2 feet
Open/unwalled porches, terraces, balconies, and exterior stairways	3.5 feet
Cornices, overhangs, eaves, and gutters	2 feet

Table b. C Permitted Accessory Uses in Residential Districts					
Type	Ag	R-R	R-S	R-1, R-2, M-H, E-MH, E-MH-RS	R-3, R-4
Clearly incidental, customary, and commonly associated with the primary structure	X	X	X	X	X
Operated and maintained under the same ownership and on the same lot as the primary structure	X	X	X	X	X
Accessory use in detached structures	X	Gross floor area not to exceed 1.5 times that of primary structure	Gross floor area not to exceed 1.5 times that of primary structure	<u>Lots Less Than or Equal to 22,000 Square Feet:</u> Not to exceed the Gross Floor Area of the permitted use. <u>Lots Greater Than 22,000 Square Feet:</u> Gross floor area not to exceed 1.5 times that of primary structure	<u>Lots Less Than or Equal to 22,000 Square Feet:</u> Not to exceed the Gross Floor Area of the permitted use. <u>Lots Greater Than 22,000 Square Feet:</u> Gross floor area not to exceed 1.5 times that of primary structure

Table b. C Permitted Accessory Uses in Residential Districts					
Type	Ag	R-R	R-S	R-1, R-2, M-H, E-MH, E-MH-RS	R-3, R-4
Livestock and fowl - with restrictions	X	X	---	---	---
Chickens - Up to five (5) Chickens in Accordance with Chapter 4, Sections 4-33 through 4-43 of the Gillette City Code.	X	X	X	X	X
Residential occupancy - with restrictions*	X	See Table 20.02.02 E	See Table 20.02.02 E	See Table 20.02.02 E	See Table 20.02.02 E

Table b. D Permitted Accessory Uses in Commercial and Industrial Districts						
Type	C-P	C-O	C-1	C-2	C-3	I-1, I-2
Clearly incidental, customary, and commonly associated with the primary structure.	X	X	X	X	X	X
Operated and maintained under the same ownership and on the same zone lot as the permitted use.	X	X	X	X	X	X
Does not include structures or structural features inconsistent with the permitted use.	X	X	---	X	---	---
Does not include residential occupancy	X	X	X	X	---	---
Does not include residential occupancy, except by a caretaker or watchman employed on the premises.	---	---	---	---	X	X
Except for Mixed-Use Development, does not include residential occupancy, except by owners and employees employed on the premises and their families; provided however, that no more than one (1) such dwelling unit shall be allowed for each permitted use. Mobile or manufactured homes shall not be permitted.	X	X	X	X	X	---
If operated wholly or partly within the structure containing the permitted use, the gross floor area utilized by the accessory use shall not exceed thirty (30%) percent of gross floor area of the permitted use.	---	---	---	X	---	---
If operated within a structure, shall not exceed a gross floor area of fifty (50%) percent of the gross floor area of the permitted use. If operated as an open accessory use, shall not exceed a gross floor area of fifty (50%) percent of the area of the zone lot.	X	X	X	---	X	X
Does not include an area of over ten (10%) percent of the area of the zone lot.	---	---	---	---	---	X
Does not include an area of over ten (10%) percent of the area of the zone lot or thirty-five (35%) percent of the gross floor area of the permitted use, whichever is greater.	---	---	---	---	X	---
If in a separate, detached structure from a permitted use, the gross floor area devoted to the accessory use shall not exceed the gross floor area of the permitted use.	---	---	---	X	---	---

Table b. E
Accessory Dwelling Units (ADU)

Use	Requirement
Occupancy	Owner must live on-site in either the primary dwelling or the ADU
Quantity	One ADU per lot
Foundation	Must be on a permanent foundation
Utilities	Water, sewer, and electric utilities shall be provided to each ADU
Parking	Must provide one additional off-street paved parking space (9'x18') in addition to primary dwelling parking requirements
Setbacks and Open Space	Must adhere to zoning district accessory use setbacks and open space requirements.
Size	800 square feet maximum

ADU's are allowed in all residential zoning districts on lots that are individually owned and contain single-family dwellings.
No Day Cares are allowed in ADU's. ADU's must comply with the current Building Code as adopted by the City of Gillette.

Table b. F
Shipping Containers

Residential	Commercial	Industrial
Allowed only as Accessory use to Primary Structure (Not allowed as ADU)	Allowed as Primary or Accessory Structure	Allowed as Primary or Accessory Structure
Solid 6' screen fence required	Solid 6' screen fence required or mural for screening. Construction shall meet all current Building Codes	Construction shall meet all current Building Codes

Planning Requirements

1. All comments from the staff review process shall be addressed.

ORDINANCE NO.

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, FOR ALL OF LOT 2, CHARA HILL ESTATES, PHASE III, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-S, SUBURBAN RESIDENTIAL DISTRICT TO C-O, OFFICE AND INSTITUTIONAL DISTRICT, PER THE ATTACHED EXHIBIT.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

Section 1. Legal Description

Lot 2, Chara Hill Estates, Phase III, City of Gillette, Campbell County, Wyoming.

Section 2. Zoning Amendment

Lot 2, Chara Hill Estates, Phase III, City of Gillette, Campbell County, Wyoming, from R-S, Suburban Residential District to C-O, Office and Institutional District, per the attached Exhibit.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2026.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

Publication Date:

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ September 8, 2026 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Lance Walker, and Jack Colson.

Commission Members Absent: Matthew Nelson, Brian Rozier, and Ian Scott.

Staff Present: Meredith Duvall, City Planning Manager, Amy Smith, City Planner; Jami Johnson, City Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Jack Colson to approve the meeting minutes of August 11, 2026. Lance Walker seconded the motion. Motion carried 4/0.

Case No.
PL2026-0042 –
EASEMENT
VACATION – 2300
S Douglas Hwy

The applicant is requesting the partial vacation of an existing 20-foot wide General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 15,262 square feet, or 0.350 acres and runs north to south along the existing Walmart building and then curves west to wrap around the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Meredith Duvall said the Planning Division received one inquiry that was a Walmart employee calling at their manager's request after seeing the sign posted for the case, and was a general inquiry with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Lance Walker made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 4/0.

Case No.
PL 2026-0043 –
EASEMENT
VACATION – 2300
S Douglas Hwy

The applicant is requesting the partial vacation of an existing Access and General Utility Easement; the vacation area being located entirely within 2300 S Douglas Hwy. The portion proposed for vacation measures approximately 2,518 square feet, or 0.058 acres and is located at the Grocery Entrance of the building.

As required, the applicant submitted an 811 utility locate ticket with the easement vacation request. The portion of the easement that they are requesting to vacate does not have any utilities within, and the utilities locate confirms this. Additionally, City staff have not received any objections from internal utility divisions or external utility providers regarding the proposed vacation.

Meredith Duvall said the Planning Division received the same inquiry from the Walmart employee calling at their manager's request after seeing the sign. Like the previous case, there were no objections to the proposed vacation.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Vice-Chair Cone made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

Case No.
PL 2026-0040 –
MINOR
SUBDIVISION |
FINAL PLAT –
Pronghorn Ranch
Phase III, Filing 1A

The proposed Final Plat – Major Subdivision for Pronghorn Ranch Phase III, Filing Number 1A is for a new development of 11 residential lots between 7,200 – 11,200 square feet (or 0.16 – 0.25 acres) and one larger Tract at 465,395 square feet (or 10.68 acres) for a total subdivision area of 13.53 acres.

The subdivision is location just south of Big Lost Drive and will extend the 60-foot right-of-way that is Star Hope Drive south and dead-end until a future phase of the subdivision extends Star Hope Drive further. This subdivision is zoned R-1, Single Family Residential District, with the land to the north containing single family homes and the land to the south and west being undeveloped and vacant.

All lots within the R-1 District are required to be a minimum of 6,000 square feet and have a minimum width of 50 feet; all proposed lots meet these requirements. Many of the underground utilities for this subdivision are already in place. A Recorded or Unrecorded Plat Agreement will be required prior to City Council acceptance of the Final Plat. All lots will be serviced with city utilities and can have a stick-built or modular homes on each lot. Water, Sewer, Stormwater, Electrical, Street, and sidewalk utilities will be required to be extended as part of the Final Plat submittal process if not already in place.

The Parks and Beautification Board approved the Preliminary Plat for this subdivision on December 13, 2012 and was determined at that time that no park fee will be required for this development.

Meredith Duvall said the Planning Division received two inquiries from the public on the case, and were general inquiries with no objections.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Jack Colson made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 3/0/1 Abstention.

Case No.
PL 2026-0041 –
MAJOR
COMMERCIAL
SITE PLAN – 3800
Commercial Drive

If a Commercial Site Plan is proposing multiple buildings or is proposing a building over 25,000 square feet, it is required to be submitted as a Major Commercial Site Plan and go before Planning Commission for approval. The applicant has submitted a Major Commercial Site Plan for the development of the new Enzi Applied Learning Center, located at 3800 College Drive, which is at the intersection of Enzi Drive and W Sinclair Street.

The site currently has access to all city utilities (water, sewer, and electric) and the applicant has provided staff with their required pipe sizing and electrical loads, none of which are an issue for the various utility divisions. The proposed building is 48,752

square feet, with parking provided in front of the building. The purpose of the building is for higher education, which is a permitted use in its zoning district of C-O, Office and Institution.

Meredith Duvall said the Planning Division received no calls from the public on the case.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Chair Hottell asked what the round track-like shaped drawing on the far right of the proposed site map was, and Meredith Duvall said it was an on-site detention area for managing water, snow melt, and runoff.

There being no further comments or questions, Lance Walker made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0.

Case No.
PL 2026-0025 –
MAP
AMENDMENT –
Lot 2, Chara Hills
Estates, Ph III

The applicants seek to amend the Zoning Map to rezone Lot 2 of Chara Hill Estates, Phase III from R-S, Suburban Residential District to C-O, Office and Institutional District. The property is 2.88 acres and is currently vacant and undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time.

At the time of development, a landscape buffer will be required for any commercial business that locates on Lot 2, per the Landscape Section of the Zoning Ordinance. Lot 2 does have access to city utilities (water, sewer, and electric). Also, at the time of development, a Drainage Study and Traffic Impact Study will be required.

Per Section 1.e(1) Amendment Procedures, Statement of Policy: Any person, corporation, or the City may initiate amendments to the Zoning Code to: Correct an obvious error or oversight in the regulations; or Recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare. Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. “This District allows for a compatible mixture of public, quasi-public, and private institutional and professional service uses at a moderate level of intensity, designed to be compatible with nearby residential districts.” (Section 3, I. Zoning Ordinance).

When considering this rezone, staff considered the following: future access, road classification, and surrounding zoning and use. Future Access: future access for any commercial development will come off of E Boxelder Road Road Classification: E Boxelder Road is classified as a Major Collector street and is a connector between the commercial businesses along E Boxelder Road to the east, the Energy Capital Sports Complex going west, and Cam-Plex further west. Surrounding Zoning and Use: The property directly east along E Boxelder Road is zoned C-1, General Commercial, that currently abuts the Chara Hill Estates subdivision; directly across Chara Ave is a Calvary Baptist Church of Gillette (zoned, R-S, Suburban Residential) and half of the lot containing 1801 Chara Avenue, a residential house.

The 2025 Comprehensive Plan Future Land Use Map identifies this area as Complete Suburban Living. This neighborhood typology, “is comprised of existing neighborhoods in Gillette that are suburban in form but largely incomplete because of the lack of connectivity and lack of variety in housing types. These places were built in the post-World War II style of large lots with bigger yards and curvilinear, winding

streets...Neighborhood-scale commercial should be allowed along key intersections and higher intensity roadways, ensuring there are plenty of opportunities within walking distance for residents” (pg. 78, Comprehensive Plan). Staff does recognize the neighborhood feel when entering off of E Boxelder Road onto Chara Avenue, however the frontage of Lot 2 along E Boxelder Road is prime for commercial, office, and institutional uses and is a logical extension of those uses.

Meredith Duvall said the Planning Division received multiple written comments and calls from the public on the case. They were as follows:

Public Comment 1: Against the rezone because the drainage in Phase 1 of Chara Hills was not done properly. They said they worked with City Engineering last year and got land from the church to help fix the drainage, but it did not move forward mainly due to the subdivision. Ms. Duvall noted that, per her understanding, the property owner has since spoken with the resident and reached a mutual understanding/compromise regarding the drainage.

Public Comment 2: Inquired whether the zoning would remain the same. Ms. Duvall said they advised the zoning for Lot 1 and Tract A were staying RS – Suburban Residential District and Lot 2 was proposed for change to Commercial.

Public Comment 3: Inquired about what was being proposed. Ms. Duvall said they were advised it was a minor subdivision as well as a zoning district map amendment. They wanted to know if there would be streets connecting, and they were advised no plans had been submitted to the Planning Division for development for through traffic. They stated they were adamantly opposed to the rezone and the development in all forms.

Public Comment 4: Had general questions regarding the proposed rezone and did not have strong feelings either way.

Public Comment 5: Expressed support of the subdivision and map amendment and stated hope that the land gets developed. They thought it would be a good thing and asked if landscaping would be required, and Ms. Duvall clarified that commercial development requires a landscaping plan, whereas residential development does not.

Public Comment 6: Concerned about not receiving a surrounding property owner notice. Staff investigation revealed that the previous homeowner had moved and the County Assessor's contact records had not yet been updated. Ms. Duvall informed the resident they would receive all future notices and hand-delivered the subsequent surrounding property owner letter. The resident also asked what type of business would occupy the commercial lot; Ms. Duvall advised that specific development plans are unknown at this time.

Public Comment 7: Had concerns about increased traffic, dangerous intersections and drainage concerns possibly due to an undersized culvert along Shalom Ave. The resident also inquired about a possible berm installation on a lot that is not considered for rezone.

Public Comment 8: Had traffic concerns, stating they thought they were purchasing a home in a quiet neighborhood and had concerns about the rezoning to commercial.

Public Comment 9: Adamantly against the proposed rezoning as it does not align with the intent of the neighborhood.

Public Comment 10: Expressed concern after a neighbor placed a notice on the mailbox advising residents to attend the Planning Commission meeting to vote for or against the map amendment. Ms. Duvall said the flyer claimed the zoning was to be changed to C-O, Office and *Industrial* and it led neighboring residents to believe that they would be voting. Ms. Duvall said she advised the correct zoning would be C-O, Office and Institutional, and that the residents would not be voting on the proposed rezoning, but rather the Planning Commission would be voting on the case. Also, Ms. Duvall advised the case would then move to City Council for approval as well. The resident said they would then address the misleading flyer within the neighborhood.

Public Comment 11: Opposed commercial land use in the neighborhood and objected to the map amendment.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Rachelle Kadow of 1700 Chara Ave spoke in opposition to the proposed zoning change and presented the following comments:

Ms. Kadow stated that any rezone should be conducted in consultation with a Homeowners Association (HOA) meeting through an elected representative. Ms. Kadow said she did not have adequate time to prepare for the meeting after being rear-ended at the neighborhood entrance in late July, adding the same kind of events have been frequent and will increase. Ms. Kadow said Shalom Avenue will be affected as people will see it as a shortcut rather than entering off Boxelder Road, which has heavy traffic.

Ms. Kadow asked the Commission to remember purchasing their first home that they could be proud of with a neighborhood of families who believed they were moving into a private residential area. Ms. Kadow said she was referring to an upper-middle class neighborhood where homes are between \$500,000 to \$1 million. Ms. Kadow noted she is proud of their neighborhood with the highest HOA in the city because they do not have mobile homes, only stick-built homes, that are on a higher level of value.

Ms. Kadow said there is also low crime in her neighborhood, with children riding bikes unattended and that would probably cease because of the potential of being hit by cars and traffic issues. Ms. Kadow said turning off Boxelder Road would become congested, making people use Shalom Avenue prompting more traffic there.

Ms. Kadow said paying off her home was a wonderful accomplishment, but changes are now being proposed to her neighborhood beyond her control that she was led to believe would not by her realtor and by the neighbor who watched her house while she was in Italy for a month. Ms. Kadow said there would not be as many Sunday evenings with people walking their dogs because the whole nature of the neighborhood would change.

Ms. Kadow said it was her understanding that discussions have occurred regarding potential buyers of the lot without changing the zoning, allowing for more meaningful development options other than C-O.

Tom Kremer, Developer of the lot for the proposed rezoning, was present and said the citizen who contacted City Planning about concerns of drainage did get in contact with him and they put together a plan. Subsequently, Mr. Kremer said he spent Labor Day weekend digging a culvert at a church site in the neighborhood. As well, the area was resodded he said.

Mr. Kremer said access to the lot would be off Boxelder Road only, with no access being granted off Chara Avenue, so the concerns of increased traffic on streets like Shalom Avenue will not be an issue with any new development on the property.

Ms. Kadow said she also wanted to point out that she understands the developer wants to be particular about what type of business is developed on the property; however, she said they had no control of how long that business would last and what business would follow and could include a vape shop (e-cigarette retailer).

There being no further comments or questions, Lance Walker made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0.

OLD BUSINESS

None

NEW BUSINESS

Meredith Duvall said the September 22, 2026, meeting is canceled and the next meeting will be October 13, 2026.

ADJOURNMENT

The meeting was adjourned at 5:49 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2026

TITLE:

Council Meeting Safety & Public Meeting Rules.

CASE BACKGROUND:

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[Meeting Safety Public Meeting Rules](#)



CITY CLERK'S OFFICE

CITY COUNCIL MEETING SAFETY & PUBLIC MEETING RULES

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

Speakers

- Persons seeking to be recognized for public comment must, without exception:
 - State their name
 - State their physical address
 - If speaking on behalf of an organization, identify their position or affiliation
- The public comment period will be limited to ten (10) minutes total.
- Speakers must remain behind the podium/lectern.
- Speakers shall refrain from making comments of a personal nature that reflect upon the character of a Councilperson, the Mayor, City staff, or another speaker. Personal criticism, ridicule, intimidating behavior, and name calling is forbidden.
- Speakers shall refrain from the use of indecent or obscene language, "fighting words" or other language which is disruptive to the orderly discussion at the meeting.

Audience Members

- Audience members will refrain from distracting side conversations or speaking out when another person is talking.
- Audience members will refrain from shouting, booing, or other similar unruly behavior that impedes or disrupts the orderly conduct of the meeting.

Enforcement of Meeting Rules

- The Governing Body will request that a person violating any Meeting Rules cease the violation.
- Failure to comply with the Governing Body's warning may result in removal from the Council Chambers, criminal prosecution pursuant to Gillette City Code Section 14-5, recess of the meeting, or any remedy available under Wyoming law.