



**CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.
Tuesday, July 22, 2025
6:00 PM**

SPECIAL MEETING

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Invocation and Pledge of Allegiance led by Pastor Marty Crump of Family Life Church.

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 - July 1, 2025

2. Council Consideration to Memorialize a Special Event Permit on the 200 Block of Ross Ave., from W 2nd St. to W 3rd St., from S Ross Ave. to S Richards Ave., which occurred on July 19, 2025 from 9:00 a.m. to 3:00 p.m., for the Frontier Auto Museum Annual Car Show, requested by Jeff Wandler.

Staff Reference: Michael H. Cole, City Administrator

3. Bills and Claims

Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

1. Mayor Lundvall - \$440.00

Staff Reference: Michelle Henderson, Finance Director

F. COMMENTS

Council:

Liaison:

Written:

Other - Comments:

G. PROCLAMATIONS / PRESENTATIONS

1. Development Services Fees and Charges

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

H. UNFINISHED BUSINESS

1. ORDINANCE 2ND READING

Council Consideration of an Ordinance to Amend Chapter 18, Sections 18-2 through 5, 18-7 through 11, 18-20 through 22 of the Gillette City Code.

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

2. ORDINANCE 2ND READING

Council Consideration of an Ordinance to Amend Chapter 7, Sections 7-1 through 5, 7-17, 7-18, 7-20 and 7-29 of the Gillette City Code.

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

I. NEW BUSINESS

1. Council Consideration of a Special Event Permit for a Neighborhood BBQ on a portion of Federal Avenue from 1:00 p.m. to 8:00 p.m. on August 2, 2025; Requested by Travis Hague.

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

2. Council Consideration for the Acceptance of Public Improvements for the 2025 Large Patch Project installed by S&S Builders, LLC, in the Amount of \$57,852.40 (1% Project).

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

3. Council Consideration for the Acceptance of Public Improvements for the City Hall and Police Department Elevator Modernization Project, Completed by Kone Inc., in the amount of \$630,938.00.

Staff Reference: Sawley Wilde, Public Works Director

4. Council Consideration for the Acceptance of a General Utility Easement for 3000 Powder Basin Avenue, Prepared by Land Surveying Incorporated, on Behalf of the Developer, NicGin Enterprise, LLC.

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

5. Council Consideration of a Quote Award for the Replacement of Two Boiler Stacks at the Wastewater Plant to Hladky Construction Inc. in the Amount of \$53,982.11.

Staff Reference: Joff Pilon, P.E., Utilities Director

6. **Council Consideration of a Bid Award for the 2025 Gurley Overpass Deck Injection Repairs Project, to Hladky Construction, Inc, in the Amount of \$68,750.00 (1% Project).**

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

7. **Council Consideration of the Rejection of All Bids Received for the Animal Control Building Addition.**

Staff Reference: Sawley Wilde, Public Works Director

8. **Council Consideration of Amendment No. 2 to a Professional Services Agreement for Construction Management Services Associated with the Gillette Regional Water Supply Phase III Project, with HDR, Inc., in the Amount of \$152,103.00.**

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

9. **Council Consideration of Amendment No. 2 to the Contract Between Wyoming Department of Health, Public Health Division to Sample Untreated Wastewater to Facilitate Wide-Scale Epidemiological Surveillance of Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-COV-2) or Bacteria or Viruses of Concern.**

Staff Reference: Joff Pilon, P.E., Utilities Director

10. **Council Consideration to Authorize the Mayor to Sign a Development Agreement with the Wyoming Department of Transportation for the Port of Entry Watermain Improvements Project.**

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

11. ORDINANCE 1ST READING

Council Consideration of an Ordinance Approving and Authorizing an Amendment to Ordinance 3961 and Associated Amended PUD Final Plat, The Villas at Legacy Ridge to be known as Resubdivision of Lots 6E & 7E, Block 2 of the Villas at Legacy Ridge, Phase 1 P.U.D.; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

Staff Reference: MAP - Ry Muzzarelli, PE, Director of Development Services

J. PUBLIC HEARINGS AND CONSIDERATIONS

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: **July 22, 2025**

TITLE:

Invocation and Pledge of Allegiance led by Pastor Marty Crump of Family Life Church.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **July 22, 2025**

TITLE:

Regular Meeting Minutes - July 1, 2025

ATTACHMENTS:

[07/01/2025 Regular Meeting Minutes](#)

A regular meeting of the City Council was held on Tuesday the 1st day of July 2025, in the City Hall Council Chambers.

Present were Councilmembers Smith, McLeland, Gross, Carsrud, Clary, West, and Mayor Lundvall; City Administrator Cole; City Attorney Brown; Chief of Police Deaton; Directors Henderson, Muzzarelli, Pilon, Toscana, Wasson, and Wilde; Electrical Engineer Freeman; City Clerk Allen and Deputy City Clerk Clymer.

Invocation and Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Pastor Phil Jones of Roadway Alliance Church.

Approval of General Agenda

Councilmember Gross made a motion to approve the General Agenda; seconded by councilmember West. All voted aye. The motion carried.

Approval of Consent Agenda

Minutes

Regular Meeting Minutes – June 17, 2025

Executive Session Meeting Minutes – June 17, 2025

Bills and Claims

Adam Bache, 300.00; Advanced Network Management Inc, 54,720.00; Alan Stuber, 207.23; Alex Rozier, 247.49; Alsco, 1,054.68; Altec Industries Inc, 921.78; Am Signal LLC, 252.00; Andy Lucus, 250.00; Anixter Power Solutions, 15,592.50; April Shippy, 80.00; Arete Design Group, 65,565.84; Atlas Office Products, 4,186.76; Austin Baumberger, 87.03; Avi Systems, 62,554.78; Badger Daylighting Corp, 46,975.10; Balco Uniform Co., Inc, 8,268.51; Bank of America Lockbox Services, 7,864.00; Ben Hoang, 393.72; Big Horn Tire Inc, 1,782.74; Bighorn Hydraulics Inc, 119.78; BJ Nelson Inc/Nelson Auto Glass, 383.86; Blue Cross Blue Shield of Wyoming, 125,180.62; Blue Cross Blue Shield of Wyoming, 105,312.54; Bomgaars Supply, 5.27; Border States Electric, 22,038.44; Brady Nasset, 62.39; Braxton Riley, 300.00; Brendan Trujillo, 254.77; Campbell County Joint Powers Fire Board, 3,302.60; Campbell County Landfill, 93.00; Campbell County Public Health, 130.00; Campbell County Public Land Board Cam-Plex, 318,213.20; Campbell County Sheriff, 2,862.50; Car-Knack Inc, 205.00; CBH Co-Op, 1,995.00; CenturyLink, 150.15; Christine Winterholler, 31.00; City Clerk Office, 15,409.19; Coca-Cola Bottling Company High Country, 130.00; Cody Geeting, 219.76; Cody Smith, 200.00; Collins Communications Inc, 352.60; Commission On Accreditation for Law Enforcement, 3,978.00; Consolidated Engineers Inc, 1,393.50; Convergeone Inc, 4,887.06; Core & Main, 140.00; Courtney Lorraine Fulginiti, 75.00; Craig Furman, 75.00; Crum Electric Supply Company, 5,028.55; Cues Inc, 4,680.00; Cummins Rocky Mountain Inc, 13,404.12; Dads Truck and Auto LLC, 742.56; Dan Stroup, 500.00; Danny Kluver, 300.00; Dean Welch, 177.52; Derric Culey, 75.00; Diverse Energy, 20,500.00; DLT Solutions LLC, 10,574.52; Dooley Oil, Inc, 2,358.18; Dykman Electrical Inc, 66,427.50; Ecoverve Industries, Ltd, 177.33; Elm Court Apts, 500.00; Employment Testing Center of Wyoming, 453.00; Energy Laboratories Inc, 452.10; Eric Small, 66.98; Eric Weltmer, 300.00; Ferguson Enterprises, Inc #1116, 5,612.50; FireMaster Dept 1019, 166.00; First National Bank of Gillette, 2,000,000.00; Flagshooter LLC, 500.60; Galls, An Aramark Company, 1,495.88; Gillette Contractors Supply Inc, 16,827.65; Gillette Steel Center, 377.00; GovConnection, 586.23; Granicus LLC, 1,821.92; Greiner Motor Company, 1,371.99; Grossenburg Implement Incorporated, 2,261.87; Hach Company, 1,286.10; HealthEquity, Inc., 2,053.51; HealthEquity, Inc., 884.88; HealthEquity, Inc., 3,058.30; Homax Oil, 32,595.28; Hot Iron, 6,285.00; Hughes Fire Equipment, Inc., 2,401.65; Hurco Technologies Inc, 74.85; Jack's Truck Center Inc, 3,051.66; Jamisen Norlander, 700.00; Jane Stearns M.S. LPC, 700.00; Jay Johnson, 500.00; Jenner Equipment Co, 426.91; Jeremiah Wagner, 397.93; Jeremy Jackson, 300.00; Joe Johnson Equipment, LLC, 2,420.72; Julianne Witham, 134.98; Karen's Delivery Service, 150.00; Key Storey, 149.70; Kim Hockman, 494.06; KLJ Engineering LLC, 10,303.69; Kris Hunter, 250.00; Land Surveying Incorporated, 563.77; Landon Hofer, 100.00; Lap Pacific Enterprises, LLC, 48.00; Lawson Products, Inc., 1,035.23; Liz Hodge, 209.96; Lori Frederic, 4,500.00; MCM General Contractors, 61,502.37; Michael Cole, 191.50; Mid-West Pest Management, 4,180.00; Midland Implement Co Inc, 1,990.26; Motorola Government Markets Sales, 9,861.89; Motorola Solutions Inc, 104,424.00; Mountain Peaks Diagnostics, LLC, 41.90; Municipal Treatment Equipment, 347.92; Nathan G Steiner, 3,399.60; Newman Signs Inc, 1,018.75; Norco Inc, 145.43; Norco Inc, 3,612.57; One Call of Wyoming Corp, 1,384.95; Online Information Services Inc, 320.08; Partsone LLC, 3,238.03; PCA Engineering Inc, 791.25; Pete Lien & Sons Inc, 20,741.30; Postal Pros Southwest Inc, 6,452.35; Powder River Energy Corporation, 2,582.72; Powder River Heating & Conditioning Corporation, 244,961.29; Pro Windmill Inc, 175.00; ProElectric Inc, 2,132.22; PVS Dx Inc, 8,182.05; RDO Equipment Co, 560.95;

Rms Instrument & Electrical, LLC, 21,422.86; RVE, Inc, 19,449.00; Ryan Mussell, 250.00; S & S Builders, 72,097.78; Sarah Hatmaker, 271.75; Seth Marbry, 40.84; SignBoss LLC, 9,139.35; Simon Contractors, 2,283.28; Sioux Falls Children's Home Society, 600.00; Sletten Construction of Wyoming, Inc, 32,962.50; Source Office Products, 35.80; Spencer Fluid Power, 1,669.41; Square Grove LLC, 3,800.00; State of Wyoming Office of the Attorney General, 790.00; Sterling Infosystems, Inc, 1,196.85; Stotz Equipment, 43.94; Stuart C. Irby Co, 1,938.95; Tanner Clemens, 136.80; Terry Sjolin, 1,125.00; Thomas Prather, 207.79; TMMI, LLC, 682.20; Tony White, 300.00; Traffic & Parking Control Company, 1,318.52; Trevor Johnson, 197.09; Two M Company Inc, 545.40; Tyler Technologies Inc, 542,760.03; United Central Industrial Supply Co, 60.77; Untamed Design LLC, 35.00; Verizon Wireless, 1,855.83; Versaterm Public Safety Us, Inc., 33,600.00; Wesco Receivables Corp, 1,645.90; Western Stationers, 1,203.66; White's Frontier Motors, 101.04; WWC Engineering, 8,300.00; Wyoming Center For Clinical Excellence, 1,500.00; Wyoming Dept Of Transportation, 40.00; Wyoming Secretary of State, 60.00; Wyoming Water Solutions, 43.00; Xerox Corporation, 38.38; Zoho Corporation, 5,820.00

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

Approval of Conflict Claims

Councilmember Gross made a motion to approve a Conflict Claim for Mayor Lundvall in the amount of \$74,990.40; seconded by councilmember Smith. Administrator Cole explained the consideration. Council members Smith, McLeland, Gross, Carsrud, Clary, and West voted aye. Mayor Lundvall abstained. The motion carried.

Comments

Council

Councilmember Gross congratulated Councilmember West on the pin prize he won at the Boys and Girls Club Golf Tournament. Gross added that “WyoGives Day” is July 16, 2025, and encouraged the public to participate and donate.

Written Comments

City Clerk Allen stated that Rolf Arands raised concerns about how public comment was handled during the last meeting and expressed his concerns regarding certain calls and emails from supporters of Gillette Reproductive Health.

Other - Comments

Director Wilde and members on the Parks & Beautification Board recognized outgoing board member Angi Klamm.

Mary Kelley recognized Robert Henning, an outgoing member of the Gillette Historic Preservation Commission Board, for his service.

Proclamations / Presentations

Director Toscana presented a “Things to Know” video for July 2025.

Shane Kirsch, Manager of Campbell County Health Emergency Medical Services, presented the history, statistics, and some critical resources that Campbell County Health EMS provides. Kirsch spoke of future goals and upgrades for the Campbell County Health Ambulatory Services and presented an informative video regarding EMS as an essential service. Councilmember Gross asked clarifying questions pertaining to how dispatch calls are handled as well as concerns for EMS services in rural communities.

New Business

Minute Action

Council President Carsrud made a motion to approve a Special Event Permit on 3rd Street Plaza on August 5, 2025, from 3:00 p.m. to 9:00 p.m. for a National Night Out Event, requested by the City of Gillette; seconded by councilmember Gross. Administrator Cole and Chief Deaton provided additional information about the annual community building campaign, which promotes positive interactions between Law Enforcement Officers and community citizens. Director Toscana added that the event is free to the public and encouraged the public to attend. All voted aye. The motion carried.

Councilmember West made a motion to accept the Public Improvements for the Fleet Crew Room Renovation Project, completed by Norton Construction, in the amount of \$54,140.00; seconded by councilmember Clary. All voted aye. The motion carried.

Councilmember West made a motion to approve Amendment No. 2 to a Professional Services Agreement for Construction Management Services Associated with the Wastewater Treatment Plant Headworks Replacement Project, with HDR, Inc., in the Amount of \$381,063.00; seconded by councilmember Gross. Administrator Cole explained that the amendment is to cover additional construction management costs. All voted aye. The motion carried.

Council President Carsrud made a motion to award the City Hall Chiller Plant Replacement Project to APEX Mechanical in the amount of \$550,564.00; seconded by councilmember Gross. Administrator Cole expressed the importance of the HVAC replacement to help cool the City Hall building. All voted aye. The motion carried.

RESOLUTION NO. 2912

A RESOLUTION APPROVING AND AUTHORIZING THE RESUBDIVISION OF LOT 1 AND A PORTION OF LOT 2 OF BLOCK 13, DALY ADDITION TO BE KNOWN AS LOTS 1A & 1B OF BLOCK 13, DALY ADDITION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 6/0)

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember McLeland. Administrator Cole stated that this is a lot split for ownership purposes where one lot will be used as a medical care facility and the other lot will be a residential home. All voted aye. The motion carried.

RESOLUTION NO. 2913

A RESOLUTION APPROVING AND AUTHORIZING THE RESUBDIVISION OF LOT 2 OF THE DEVON ADDITION TO BE KNOWN AS LOTS 2A AND 2B OF THE DEVON ADDITION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 6/0)

Councilmember West made a motion to approve the foregoing Resolution; seconded by Council President Carsrud. All voted aye. The motion carried.

Ordinance 1st Reading

ORDINANCE NO. 26-01

AN ORDINANCE TO AMEND CHAPTER 18, SECTIONS 18-2 THROUGH 5, 18-7 THROUGH 11, 18-20 THROUGH 22 OF THE GILLETTE CITY CODE.

Council President Carsrud made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember Gross. Administrator Cole explained that the purpose of the Ordinance is to update the Planning Code, addressing items such as the inspection schedule, required deposits, and retaining wall construction, among others. All voted aye. The motion carried.

Ordinance 1st Reading

ORDINANCE NO. 26-02

AN ORDINANCE TO AMEND CHAPTER 7, SECTIONS 7-1 THROUGH 5, 7-17, 7-18, 7-20 AND 7-29 OF THE GILLETTE CITY CODE.

Councilmember West made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember McLeland. Administrator Cole noted that the amendments aim to remove and update several outdated policies. All voted aye. The motion carried.

Appointments

Council President Carsrud made a motion to appoint Charlie Anderson to a 3-year term on the Board of Adjustment; seconded by councilmember Gross. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Councilmember Clary made a motion to postpone all the appointments, with the exception of the Campbell County Joint Powers Fire Board applicants, until the next regularly scheduled council meeting; seconded by councilmember Smith. Council members Clary and Smith expressed their desire for additional time to review the applications. In response, council members West, Gross, and McLeland noted that the applications had been available for review prior to this meeting. Administrator Cole reviewed the board appointment process as outlined in a Resolution. Councilmembers Smith and Clary voted aye. Councilmembers McLeland, Gross, Carsrud, West, and Mayor Lundvall voted nay. The motion failed.

Council President Carsrud made a motion to appoint Laura Chapman to a 3-year term on the Campbell County Public Land Board; seconded by councilmember Gross. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Council President Carsrud made a motion to appoint Michele Bradley, Irene Daly, and Teresa Craig to 3-year terms and Billy Montgomery to a partial term on the Parks & Beautification Board; seconded by councilmember West. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Council President Carsrud made a motion to appoint Lance Walker and Brian Rozier to 3-year terms on the Planning Commission Board; seconded by councilmember Gross. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Council President Carsrud made a motion to appoint Ryan Gross to a 3-year term on the Investment Advisory Committee; seconded by councilmember Gross. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Council President Carsrud made a motion to appoint Ann Neary to a 3-year term and Larry Reznicek to a partial term on the Personnel Review Board; seconded by councilmember West. Council members McLeland, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmembers Smith and Clary voted nay. The motion carried.

Councilwoman Gross made a motion to appoint Tim Carsrud and Nathan McLeland to 3-year terms on the Campbell County Joint Powers Fire Board; seconded by councilmember West. Council members McLeland, Gross, Carsrud, West, Clary, and Mayor Lundvall voted aye. Councilmember Smith voted nay. The motion carried.

Public Hearings and Considerations

Mayor Lundvall opened a Public Hearing to consider Adoption of the City of Gillette 2025 Integrated Resource Plan for the United States Department of Energy, Western Area Power Administration, Rocky Mountain Region. Hearing none, Mayor Lundvall closed the Public Hearing.

RESOLUTION NO. 2914

A RESOLUTION TO APPROVE THE CITY OF GILLETTE 2025 INTEGRATED RESOURCE PLAN AND SUBMIT TO THE UNITED STATES DEPARTMENT OF ENERGY WESTERN AREA POWER ADMINISTRATION, ROCKY MOUNTAIN REGION.

Council President Carsrud made a motion to approve the foregoing Resolution; seconded by councilmember West. Director Pilon and David Freeman, Electrical Engineer, presented insight regarding Western Area Power Administration (WAPA). The public hearing as well as the Integrated Resource Plan are both required by WAPA. All voted aye. The motion carried.

Public Comment

Laura Cox and Katherine Poynter voiced their disappointment with the council for not showing greater support for Councilmembers Smith and Clary’s differing viewpoints. They expressed frustration that the mayor and the other four councilmembers did not agree to postpone the board appointments to allow additional time for reviewing the applications.

Ben Decker reviewed his findings that support his desire for the City of Gillette to not fund Verdunity.

Administrator's Report

Administrator Cole stated the Gillette Police Department is now fully staffed. Cole added that the City’s published budget is available online. Lastly, Cole informed the public that the next City Council Meeting will be on July 22, 2025. Additionally, the August 5, 2025, meeting will be rescheduled to August 4, 2025.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:34 p.m. The meeting can be viewed on the City’s website, www.gillettewy.gov/gpa. The next regularly scheduled meeting on July 15, 2025 is cancelled, and special meeting will take place on Tuesday, July 22, 2025, in the City Hall Council Chambers.

(S E A L)
ATTEST:

Shay Lundvall, Mayor

Alicia Allen, City Clerk
Publication Date: July 8, 2025



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration to Memorialize a Special Event Permit on the 200 Block of Ross Ave., from W 2nd St. to W 3rd St., from S Ross Ave. to S Richards Ave., which occurred on July 19, 2025 from 9:00 a.m. to 3:00 p.m., for the Frontier Auto Museum Annual Car Show, requested by Jeff Wandler.

CASE BACKGROUND:

On July 7, the City Clerk's Office received a Special Event permit application from Jeff Wandler for his annual Car Show, scheduled for Saturday, July 19.

Because the regularly scheduled Council meeting on July 15 was canceled, the timing of the request did not align with the next available meeting on July 22. Therefore, Administrator Cole provided conditional approval for the permit on behalf of the City. This item is included on the agenda simply to formally acknowledge and document the permit request. Administrator Cole has consulted with both the Public Works and Police Departments, and neither expressed any concerns regarding the proposed street closures for this recurring event.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

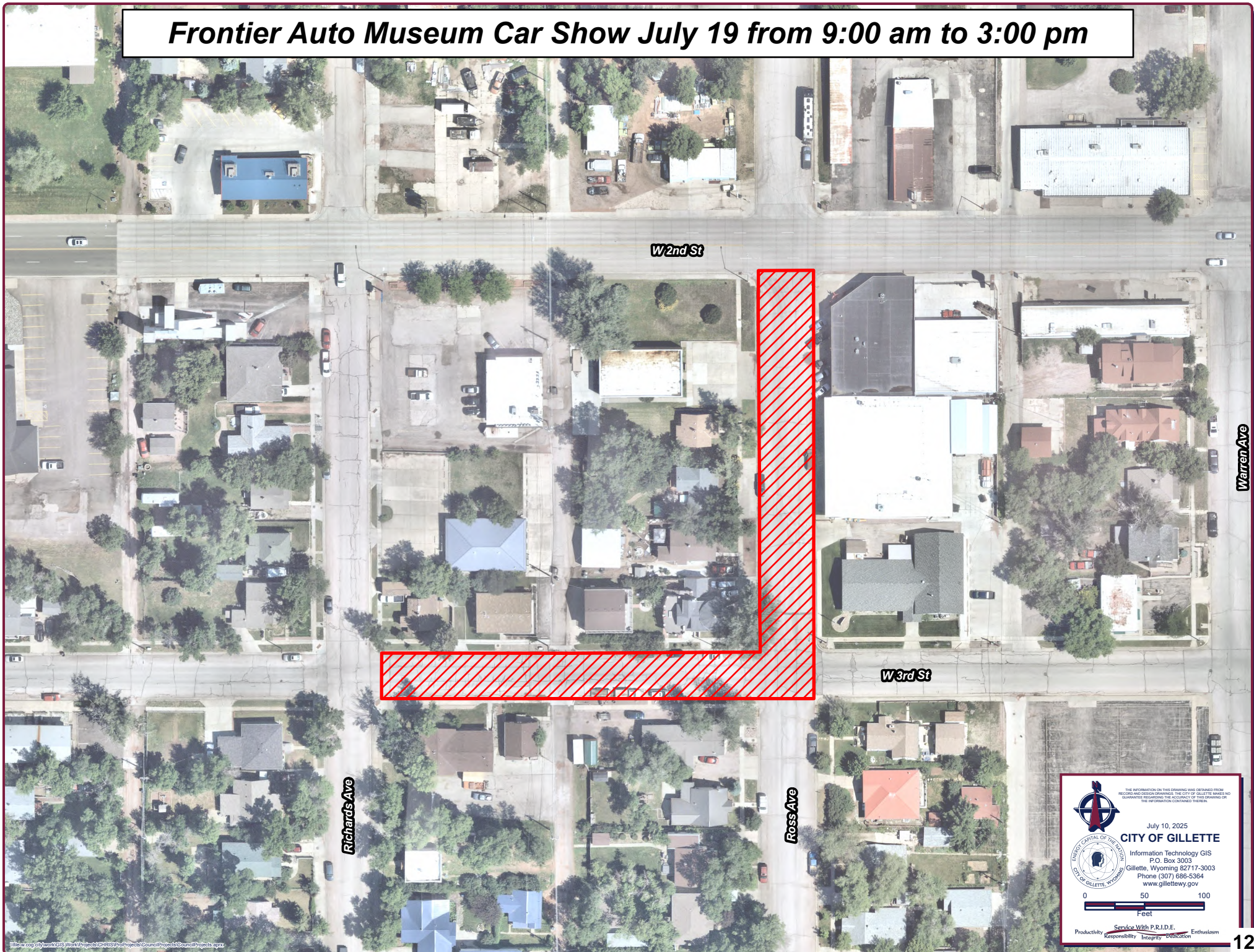
[MAP](#)

[Car Show Layout](#)

[Insurance](#)

[Street Closure Notification Form](#)

Frontier Auto Museum Car Show July 19 from 9:00 am to 3:00 pm



July 10, 2025
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

0 50 100
Feet

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

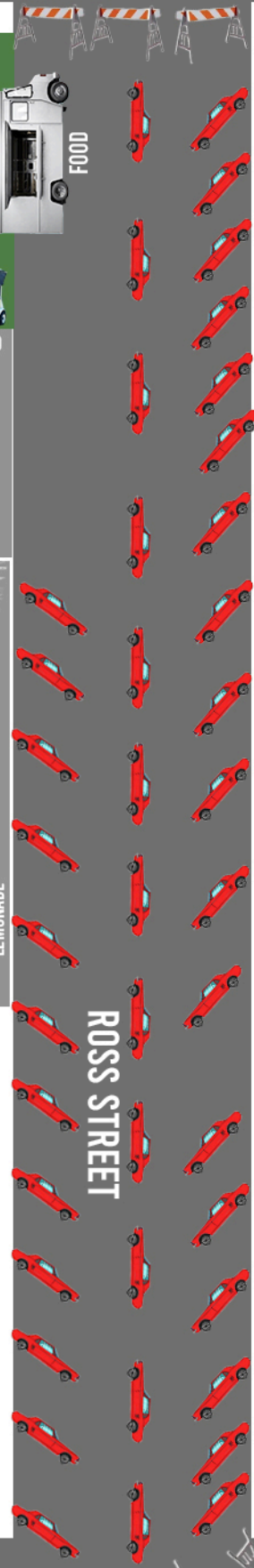
2ND STREET



EAR
DOCTOR



SHAVED
ICE



MUSEUM
205 ROSS AVE

NEON
PARK



LEMONADE

STAFF PARKING

COTTAGE

CHUCK'S
HOUSE

CARTER

EAGLES

3RD STREET



HDI GLOBAL INSURANCE COMPANY

A Stock Insurance Company
161 North Clark St., CHICAGO, IL 60601

GENERAL LIABILITY RENEWAL DECLARATION

POLICY NO: HDI55CL0726470-02/000

RENEWAL OF: HLM51CL0726470-01

NAMED INSURED AND MAILING ADDRESS

FRONTIER AUTO MUSEUM, LLC
211 W 2ND STREET
GILLETTE, WY 82716

AGENCY AND MAILING ADDRESS

4905

TEGELER & ASSOCIATES
P O BOX 829
PINEDALE, WY 82941

POLICY PERIOD: FROM 04/30/2025 TO 04/30/2026 AT 12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

COMMERCIAL GENERAL LIABILITY COVERAGE

LIMITS OF INSURANCE		
GENERAL AGGREGATE	\$2,000,000	
PRODUCTS - COMPLETED OPERATIONS AGGREGATE	\$2,000,000	
PERSONAL INJURY & ADVERTISING INJURY	\$1,000,000	
EACH OCCURRENCE	\$1,000,000	
DAMAGE TO PREMISES RENTED TO YOU	\$100,000	ANY ONE PREMISES
MEDICAL EXPENSE	\$5,000	ANY ONE PERSON

MISCELLANEOUS COVERAGE - POLICY

COVERAGE	PREMIUM
Enhancement Endorsement Coverage	\$209

LOCATION OF ALL PREMISES YOU OWN, RENT OR OCCUPY:

- 1 211 W 2nd Street, Gillette, WY 82716
- 2 205 Ross Ave, Gillette, WY 82716

DESCRIPTION OF BUSINESS

FORM OF BUSINESS:

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ JOINT VENTURE ☐ TRUST

04-15-25
CL 01 09 16

Page 1 of 2

DATE: _____

Annual Car Show

The closure will be on July 17 (date) beginning at 7:00 am/pm, until 3:00 am/pm

[illegible]

June 2, 2025
Invoice Number: 0582551060225
Account Number: 8313 30 071 0582551
Security Code: 4149
Service At: 205 ROSS AVE
GILLETTE WY 82716-3742

Auto Pay Notice**Contact Us**

Visit us at SpectrumBusiness.net
Or, call us at 855-252-0675

Summary

*Service from 06/02/25 through 07/01/25
details on following pages*

Previous Balance	140.00
Payments Received -Thank You!	-140.00
Remaining Balance	\$0.00
Spectrum Business™ Internet	100.00
Spectrum Business™ Voice	40.00
Other Charges	0.00
Current Charges	\$140.00
YOUR AUTO PAY WILL BE PROCESSED 06/19/25	
Total Due by Auto Pay	\$140.00

NEWS AND INFORMATION

NOTE: Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.

Call 1-866-738-0242 and ask how you can get Spectrum Mobile Business lines for as little as \$20/mo. per line when you get four or more lines. Internet and Auto Pay required.

Stream the entertainment your customers love with TV Stream!
Call 1-844-939-0524 today.

Thank you for choosing Spectrum Business.

We appreciate your prompt payment and value you as a customer.

Auto Pay - Thank you for signing up for auto pay. Please note your payment may be drafted and posted to your Spectrum Business account the day after your transaction is scheduled to be processed by your bank.



4145 S FALKENBURG RD RIVERVIEW FL 33578-8652
8633 2490 NO RP 02 06032025 NNNNNNN 01 969017

FRONTIER AUTO MUSEUM
211 W 2ND ST
GILLETTE WY 82716-3713

June 2, 2025

FRONTIER AUTO MUSEUM

Invoice Number: 0582551060225
Account Number: 8313 30 071 0582551
Service At: 205 ROSS AVE
GILLETTE WY 82716-3742

Total Due by Auto Pay	\$140.00
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CHARTER COMMUNICATIONS
PO BOX 94188
PALATINE IL 60094-4188



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

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](#)

[UMB Bank](#)

[Wire Transfers](#)

Expenditure Approval Report

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
4555-ATLAS OFFICE PRODUCTS		
192712	OFFICE SUPPLY INVENTORY	792.55
192714	OFFICE SUPPLY INVENTORY	1,150.57
	VENDOR TOTAL:	1,943.12
1511-NORCO INC		
192752	OFFICE SUPPLY INVENTORY	66.68
192758	OFFICE SUPPLY INVENTORY	411.90
	VENDOR TOTAL:	478.58
3916-SHI INTERNATIONAL CORP		
192780	OS INVENTORY	216.73
	VENDOR TOTAL:	216.73
2070-SOUTHERN COMPUTER WAREHOUSE		
192782	OFFICE SUPPLY INVENTORY	407.66
	VENDOR TOTAL:	407.66
5132-STAPLES CONTRACT & COMMERCIAL LLC		
192783	OFFICE SUPPLY INVENTORY	185.01
192784	OFFICE SUPPLY INVENTORY	30.80
192785	OFFICE SUPPLY INVENTORY	729.56
	VENDOR TOTAL:	945.37
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL		
192577	JUNE 2025 OFFICER TRAINING FEES	35.00
	VENDOR TOTAL:	35.00
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
192858	OFFICE SUPPLY INVENTORY	627.48
	VENDOR TOTAL:	627.48
2300-WESTERN STATIONERS		
192830	OFFICE SUPPLY INVENTORY	228.25
192831	OFFICE SUPPLY INVENTORY	645.45
192832	OFFICE SUPPLY INVENTORY	254.00
192833	OFFICE SUPPLY INVENTORY	111.64

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
2300-WESTERN STATIONERS		
192834	OFFICE SUPPLY INVENTORY	343.20
192835	OFFICE SUPPLY INVENTORY	410.88
192836	OFFICE SUPPLY INVENTORY	91.80
192837	OFFICE SUPPLY INVENTORY	1,345.60
192838	OFFICE SUPPLY INVENTORY	322.92
192839	OFFICE SUPPLY INVENTORY	110.16
192840	OFFICE SUPPLY INVENTORY	34.00
192866	OFFICE SUPPLY INVENTORY	85.20
192868	OFFICE SUPPLY INVENTORY	27.55
192869	OFFICE SUPPLY INVENTORY	109.80
192870	OFFICE SUPPLY INVENTORY	242.21
	VENDOR TOTAL:	4,362.66
2627-WYOMING DIVISION VICTIM SERVICE		
192580	APRIL-JUNE 25 CRIME VICTIM COMPENSATION SURCHARGE	390.00
	VENDOR TOTAL:	390.00
2435-WYOMING STATE		
192578	APRIL - JUNE 2025 AUTOMATION FEES	8,506.34
192579	APRIL - JUNE 2025 INDIGENT CIVIL LEGAL SERVICE FEE	2,500.00
	VENDOR TOTAL:	11,006.34
	DIVISION TOTAL:	20,412.94
	DEPARTMENT TOTAL:	20,412.94

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
1748-THAT EMBROIDERY PLACE		
192509	BABY GIFT	90.00
192510	BABY GIFT	45.00
	VENDOR TOTAL:	135.00
1882-THOMAS A FORD		
192358	ANNUAL SCULPTURE CLEANING	6,000.00
	VENDOR TOTAL:	6,000.00
	DIVISION TOTAL:	6,135.00
04-SPECIAL PROJECTS		
2479-CAMPBELL COUNTY COMMISSIONERS		
192626	ANNUAL FUNDING	15,000.00
	VENDOR TOTAL:	15,000.00
1239-CAMPBELL COUNTY CONSERVATION DISTRICT		
192627	SERVICE FUNDING	50,000.00
	VENDOR TOTAL:	50,000.00
1279-CAMPBELL COUNTY PARKS AND RECREATION DEPT		
192628	ANNUAL SERVICE FUNDING	4,000.00
	VENDOR TOTAL:	4,000.00
1285-CAMPBELL COUNTY PUBLIC LAND BOARD COMPLEX		
192545	FY25/26 1ST QTR OPERATIONAL	263,256.00
	VENDOR TOTAL:	263,256.00
1345-ENERGY CAPITAL ECONOMIC DEVELOPMENT		
192629	ANNUAL FUNDING	65,000.00
	VENDOR TOTAL:	65,000.00
1864-FIRST NATIONAL BANK OF GILLETTE		
192655	ENZI PRACTICE FIELDS IMPROVEME	10,402.42
	VENDOR TOTAL:	10,402.42
2875-GILLETTE MAIN STREET		
192630	FY FUNDING	15,000.00
	VENDOR TOTAL:	15,000.00

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
04-SPECIAL PROJECTS			
4422-INTERSTATE ENGINEERING, INC			
	192669	CITY POOL RECONSTRUCTION	5,485.00
		VENDOR TOTAL:	5,485.00
2033-POWDER RIVER CONSTRUCTION			
	192654	ENZI PRACTICE FIELDS IMPROVEME	197,646.02
		VENDOR TOTAL:	197,646.02
5141-RON TURLEY ASSOCIATES INC			
	192398	FLEET ANALYSIS	20,443.00
		VENDOR TOTAL:	20,443.00
2070-SOUTHERN COMPUTER WAREHOUSE			
	192781	CITY POOL CAMERA UPGRADE	3,887.58
		VENDOR TOTAL:	3,887.58
		DIVISION TOTAL:	650,120.02
		DEPARTMENT TOTAL:	656,255.02

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
15-ATTORNEY			
15-ATTORNEY			
2583-BEST BEST & KRIEGER LLP			
	192523	JUNE 2025 CHARTER RENEWAL	10,079.00
		VENDOR TOTAL:	10,079.00
1099-LEXISNEXIS MATTHEW BENDER			
	192549	WYOMING STATS ANNO 2025	448.23
	192550	WYOMING COURT RULES 2025	388.68
		VENDOR TOTAL:	836.91
		DIVISION TOTAL:	10,915.91
		DEPARTMENT TOTAL:	10,915.91

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
4908-COOPERATIVE PERSONNEL SERVICES		
192450	EMPLOYEE HANDBOOK CONSULTING	995.00
	VENDOR TOTAL:	995.00
4458-EMPLOYMENT TESTING CENTER OF WYOMING		
192409	POPH2	500.00
	VENDOR TOTAL:	500.00
55555-MISC EMPLOYEE VENDOR		
192583	TUITION REIMBURSEMENT	514.00
	VENDOR TOTAL:	514.00
5143-RYAN SCHROCK		
192526	DRUG AND ALCOHOL TESTING	241.00
	VENDOR TOTAL:	241.00
4305-STERLING INFOSYSTEMS, INC		
192519	BACKGROUND CHECKS	511.43
	VENDOR TOTAL:	511.43
	DIVISION TOTAL:	2,761.43
21-SAFETY		
5150-LORI FREDERIC		
192480	TRAVEL EXPENSES	1,343.96
	VENDOR TOTAL:	1,343.96
	DIVISION TOTAL:	1,343.96
	DEPARTMENT TOTAL:	4,105.39

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
25-FINANCE			
4555-ATLAS OFFICE PRODUCTS			
	192713	EXPANDING FILE FOLDER	39.99
		VENDOR TOTAL:	39.99
5555-MISC EMPLOYEE VENDOR			
	192584	TUITION REIMBURSEMENT	3,000.00
	192631	TUITION REIMBURSEMENT	3,000.00
		VENDOR TOTAL:	6,000.00
		DIVISION TOTAL:	6,039.99
26-CUSTOMER SERVICE			
1395-COLLECTION PROFESSIONALS GILLETTE			
	192357	MAY 2025 COLLECTIONS	717.63
		VENDOR TOTAL:	717.63
1821-IT OUTLET INC			
	192746	CASHIERING PRINTERS	4,066.26
	192747	CASHIERING PRINTERS	197.12
		VENDOR TOTAL:	4,263.38
1898-ONLINE UTILITY EXCHANGE			
	192385	UTILITY EXCHANGE REPORT	44.40
		VENDOR TOTAL:	44.40
3369-POSTAL PROS SOUTHWEST INC			
	192354	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	2,999.10
	192355	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	1,924.37
	192356	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	3,248.70
		VENDOR TOTAL:	8,172.17
		DIVISION TOTAL:	13,197.58
34-INFORMATION TECHNOLOGY			
2944-ADOBE SYSTEMS INC			
	192571	ADOBE APPLICATIONS	38,986.68
		VENDOR TOTAL:	38,986.68

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
4025-AGOSTO HOLDINGS, LLC			
	192389	GOOGLE VOICE	3,502.32
		VENDOR TOTAL:	3,502.32
1197-BORDER STATES ELECTRIC			
	192842	REPLACEMENT DC POWER SYSTEMS	11,283.50
	192843	REPLACEMENT DC POWER SYSTEMS	35,272.66
		VENDOR TOTAL:	46,556.16
1358-CENTURYLINK			
	192573	TELEPHONE SERVICE	3,014.80
		VENDOR TOTAL:	3,014.80
2625-CHARTER MEDIA			
	192464	INTERNET SERVICE	1,299.00
		VENDOR TOTAL:	1,299.00
1397-COLLINS COMMUNICATIONS INC			
	192390	ACCESS CONTROL CARDS	710.00
	192537	PD 800MHZ RADIO MAINTENANCE	11,400.00
		VENDOR TOTAL:	12,110.00
1606-DELL MARKETING LP			
	192736	IT * WORKSPACE ONE MDM * MIKE P	32,012.60
		VENDOR TOTAL:	32,012.60
4762-GOVERNMENTJOBS.COM			
	192541	POWER POLICY	14,642.08
	192542	NEOGOV	12,469.18
	192543	NEOGOV SSO	1,340.98
		VENDOR TOTAL:	28,452.24
1821-IT OUTLET INC			
	192746	CASHIERING PRINTERS	813.25
	192747	CASHIERING PRINTERS	39.43
		VENDOR TOTAL:	852.68

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
55555-MISC EMPLOYEE VENDOR			
	192581	TRAVEL REIMBURSEMENT	88.20
		VENDOR TOTAL:	88.20
4990-REDSTONE BUYER, LLC			
	192779	IT * RSA LICENSES * MIKE P	2,475.00
		VENDOR TOTAL:	2,475.00
2974-SALTUS TECHNOLOGIES, LLC			
	192572	DIGITICKET	12,650.00
		VENDOR TOTAL:	12,650.00
4993-SMARSH INC.			
	192522	ADDITIONAL SMS ARCHIVE LICENSES	29.56
		VENDOR TOTAL:	29.56
1748-THAT EMBROIDERY PLACE			
	192521	UNIFORM SHIRTS	48.00
		VENDOR TOTAL:	48.00
2179-TYLER TECHNOLOGIES INC			
	192538	TYLER MUNICIPAL JUSTICE	22,835.40
		VENDOR TOTAL:	22,835.40
2222-VERIZON WIRELESS			
	192463	CELLULAR SERVICE	7,764.05
	192574	AVL DATA	1,840.73
		VENDOR TOTAL:	9,604.78
2247-VISIONARY COMMUNICATIONS			
	192539	INTERNET SERVICE	1,092.96
		VENDOR TOTAL:	1,092.96
2406-XEROX CORPORATION			
	192520	PRINTER REPAIR	458.85
		VENDOR TOTAL:	458.85
		DIVISION TOTAL:	216,069.23
		DEPARTMENT TOTAL:	235,306.80

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
1381-CITY OF GILLETTE		
192384	PETTY CASH REIMBURSENEBT 6/30/25	20.00
	VENDOR TOTAL:	20.00
1821-IT OUTLET INC		
192746	CASHIERING PRINTERS	813.25
192747	CASHIERING PRINTERS	39.43
	VENDOR TOTAL:	852.68
2053-PRO FORCE LAW ENFORCEMENT		
192704	TRADES CREDIT	-1,144.00
192775	GUNS	5,040.00
192776	GUNS	3,207.20
192777	GUNS	2,004.50
	VENDOR TOTAL:	9,107.70
5117-STRYKER SALES, LLC		
192786	PD * CR2 REFRESH * AED SUPPLIES	4,995.00
	VENDOR TOTAL:	4,995.00
	DIVISION TOTAL:	14,975.38
45-ANIMAL SHELTER		
1821-IT OUTLET INC		
192746	CASHIERING PRINTERS	2,439.76
192747	CASHIERING PRINTERS	118.28
	VENDOR TOTAL:	2,558.04
	DIVISION TOTAL:	2,558.04
	DEPARTMENT TOTAL:	17,533.42

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
1040-ALSCO			
	192324	RUG CLEANING	42.89
	192333	RUG CLEANING	19.82
		VENDOR TOTAL:	62.71
5106-GARRATT CALLAHAN COMPANY			
	192452	WATER TREATMENT PROGRAM	730.00
	192453	WATER TREATMENT PROGRAM	730.00
		VENDOR TOTAL:	1,460.00
1511-NORCO INC			
	192394	CUSTODIAL SUPPLIES CITY HALL AND PD WEST	48.87
		VENDOR TOTAL:	48.87
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION			
	192396	REPAIR HVAC #1	280.00
	192397	REPAIR CHILLER#1 AND COOLING TOWER	280.00
		VENDOR TOTAL:	560.00
1748-THAT EMBROIDERY PLACE			
	192451	SHIRTS	126.00
		VENDOR TOTAL:	126.00
		DIVISION TOTAL:	2,257.58
50-PUBLIC WORKS ADMIN			
1764-JLC SIGN SYSTEMS INC			
	192360	MEMORIAL BENCH PLAQUE - MAX BAIRD SORENSON	215.00
	192361	MEMORIAL BENCH PLAQUE - RICHARDSON	225.00
		VENDOR TOTAL:	440.00
4148-TERRY SJOLIN			
	192702	SCHEDULING FOR THE FIELDS	300.00
		VENDOR TOTAL:	300.00
		DIVISION TOTAL:	740.00

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
1040-ALSCO		
192320	UNIFORM CLEANING	41.40
	VENDOR TOTAL:	41.40
1197-BORDER STATES ELECTRIC		
192392	LITTLE LEAGUE LIGHTS	414.99
	VENDOR TOTAL:	414.99
2485-CAMPBELL COUNTY WEED AND PEST		
192457	MOSQUITO ABATEMENT	6,218.11
192458	WEED SPRAY FOR THISTLE	1,470.00
	VENDOR TOTAL:	7,688.11
5129-ELITE TRUCK		
192737	PARKS * TRANSFER PUMP * JANIE	989.97
	VENDOR TOTAL:	989.97
1999-HAWKINS INC		
192449	SPLASH PAD CHEMICALS	191.76
	VENDOR TOTAL:	191.76
1919-PAINTBRUSH SEWER & DRAIN		
192459	PORTA TOILETS	12,786.70
	VENDOR TOTAL:	12,786.70
4148-TERRY SJOLIN		
192609	SCHEDULING FOR THE FIELDS	725.00
	VENDOR TOTAL:	725.00
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
192789	PARKS * FUEL TANKS * JANIE	5,734.81
192857	ORIGINAL PO 2251523 * PARKS * TANK FILTER * JANIE	158.06
	VENDOR TOTAL:	5,892.87
2400-WYOMING WATER SOLUTIONS		
192456	WATER AT DALBEY/ECSC	14.00
	VENDOR TOTAL:	14.00
	DIVISION TOTAL:	28,744.80

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
53-FORESTRY		
1381-CITY OF GILLETTE		
192384	PETTY CASH REIMBURSENEBT 6/30/25	47.25
	VENDOR TOTAL:	47.25
1909-G AND G LANDSCAPING INC		
192364	TREE PLANTING	36,400.00
	VENDOR TOTAL:	36,400.00
	DIVISION TOTAL:	36,447.25
54-STREETS		
1040-ALSCO		
192319	UNIFORM CLEANING	70.28
192328	UNIFORM CLEANING	70.28
	VENDOR TOTAL:	140.56
1897-ONE CALL OF WYOMING COPR		
192603	ONE-CALL OF WYOMING	222.60
	VENDOR TOTAL:	222.60
1919-PAINTBRUSH SEWER & DRAIN		
192467	PORTA TOILETS	265.00
	VENDOR TOTAL:	265.00
1802-SIMON CONTRACTORS		
192399	C CHIPS	676.00
192402	ROCK	700.00
192466	2"-5" RIP RAP	341.55
	VENDOR TOTAL:	1,717.55
1748-THAT EMBROIDERY PLACE		
192451	SHIRTS	126.00
	VENDOR TOTAL:	126.00
	DIVISION TOTAL:	2,471.71
	DEPARTMENT TOTAL:	70,661.34

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
60-ENGINEERING			
1312-MORRISON MAIERLE INC			
	192508	PIPER ACRES REPORT	1,500.00
		VENDOR TOTAL:	1,500.00
1748-THAT EMBROIDERY PLACE			
	192405	SAFETY SHIRTS	396.14
	192406	SAFETY SHIRTS	47.40
		VENDOR TOTAL:	443.54
		DIVISION TOTAL:	1,943.54
61-BUILDING INSPECTION			
1723-INTERNATIONAL CODE COUNCIL INC			
	192632	BOOKS	51.00
	192633	BOOKS	51.00
		VENDOR TOTAL:	102.00
1821-IT OUTLET INC			
	192746	CASHIERING PRINTERS	813.25
	192747	CASHIERING PRINTERS	39.43
		VENDOR TOTAL:	852.68
1748-THAT EMBROIDERY PLACE			
	192407	SAFETY SHIRTS	326.54
		VENDOR TOTAL:	326.54
		DIVISION TOTAL:	1,281.22
62-TRAFFIC SAFETY			
1616-EJ COLLINS, PE			
	192408	STREET STRIPING	190,163.50
		VENDOR TOTAL:	190,163.50
4371-QUENT KISSACK			
	192540	STOAGE CONTAINER JULY - DECEMBER 2025	900.00
		VENDOR TOTAL:	900.00
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	192378	VACTORING HOLES TO REPLACE ROUND POST	4,220.61

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
62-TRAFFIC SAFETY		
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
192387	REF LIGHTS -MARKED LOCATIONS FOR ONE-CALL& VACING	965.00
192388	RFB NOT WORKING SINCLAIR & BUTLER SPAETH	810.00
	VENDOR TOTAL:	5,995.61
1748-THAT EMBROIDERY PLACE		
192404	SAFETY SHIRTS	61.62
	VENDOR TOTAL:	61.62
2336-TRAFFIC & PARKING CONTROL COMPANY		
192403	BUTLER SPAETH CROSSWALK CONTROLLER	22.91
	VENDOR TOTAL:	22.91
2300-WESTERN STATIONERS		
192829	TRAFFIC * DESK * NAOMI	3,245.00
	VENDOR TOTAL:	3,245.00
	DIVISION TOTAL:	200,388.64
	DEPARTMENT TOTAL:	203,613.40

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
03-PUBLIC ACCESS		
1091-AVI SYSTEMS		
192716	GPA * CONTROL ROOM UPGRADE * JEREMY	25,626.00
192717	GPA * CONTROL ROOM UPGRADE * JEREMY	20,707.53
192718	GPA * CONTROL ROOM UPGRADE * JEREMY	17,230.90
	VENDOR TOTAL:	63,564.43
	DIVISION TOTAL:	63,564.43
31-CITY CLERK/PRINT SHOP		
4555-ATLAS OFFICE PRODUCTS		
192711	CLERKS * PAPER * CITY	1,854.65
	VENDOR TOTAL:	1,854.65
1381-CITY OF GILLETTE		
192384	PETTY CASH REIMBURSENEBT 6/30/25	15.00
	VENDOR TOTAL:	15.00
1821-IT OUTLET INC		
192746	CASHIERING PRINTERS	813.25
192747	CASHIERING PRINTERS	39.43
	VENDOR TOTAL:	852.68
1099-LEXISNEXIS MATTHEW BENDER		
192549	WYOMING STATS ANNO 2025	448.23
	VENDOR TOTAL:	448.23
1482-NEWS RECORD		
192512	JUNE 205 LEGAL ADVERTISING	10,780.45
	VENDOR TOTAL:	10,780.45
	DIVISION TOTAL:	13,951.01
32-JUDICIAL		
1821-IT OUTLET INC		
192746	CASHIERING PRINTERS	653.71
	VENDOR TOTAL:	653.71
1099-LEXISNEXIS MATTHEW BENDER		
192549	WYOMING STATS ANNO 2025	448.23

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
32-JUDICIAL		
1099-LEXISNEXIS MATTHEW BENDER		
192550	WYOMING COURT RULES 2025	388.68
	VENDOR TOTAL:	836.91
	DIVISION TOTAL:	1,490.62
65-PUBLIC AFFAIRS ADMINISTRATION		
1482-NEWS RECORD		
192511	JUNE 2025 ADVERSITING	1,623.40
	VENDOR TOTAL:	1,623.40
	DIVISION TOTAL:	1,623.40
	DEPARTMENT TOTAL:	80,629.46
	FUND TOTAL:	1,299,433.68

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Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
5146-69 FOOTHILLS, LLC		
192373	RIGHT-OF-WAY AND EASEMENTS	17,000.00
192374	RIGHT-OF-WAY AND EASEMENTS	20,000.00
	VENDOR TOTAL:	37,000.00
5035-BLESSINGS IN A BACKPACK - GILLETTE		
192617	SERVICE FUNDING	20,000.00
	VENDOR TOTAL:	20,000.00
1204-BOYS AND GIRLS CLUB OF CAMPBELL COUNTY		
192611	ANNUAL FUNDING	42,500.00
	VENDOR TOTAL:	42,500.00
5075-CALIFORNIA SENSOR CORPORATION		
192700	CENTRAL CONTROL * SERVICE AGRE	2,090.00
	VENDOR TOTAL:	2,090.00
4922-CAMPBELL COUNTY COMMUNITY RESOURCE COALITION		
192618	SOCIAL SERVICE FUNDING	1,000.00
	VENDOR TOTAL:	1,000.00
1276-CAMPBELL COUNTY JOINT POWERS FIRE BOARD		
192536	FY25/26 1ST QTR OPERATIONAL	1,282,697.01
	VENDOR TOTAL:	1,282,697.01
1282-CAMPBELL COUNTY SENIOR CITIZEN CENTER		
192619	ANNUAL FUNDING	169,000.00
	VENDOR TOTAL:	169,000.00
4852-CAMPCO FEDERAL CREDIT UNION		
192643	2025 POTHOLE REPAIRS * RETAINA	12,775.32
	VENDOR TOTAL:	12,775.32
1381-CITY OF GILLETTE		
192635	PROVIDENCE CROSSING PARK IRRIG	1,300.00
192637	2025 SMALL PATCH PH 1 * RETA	365.00
192639	2025 RC RANCH M&O * RETAINAGE	20,722.93
	VENDOR TOTAL:	22,387.93

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1388-CLIMB WYOMING			
	192612	ANNUAL FUNDING	39,500.00
		VENDOR TOTAL:	39,500.00
1415-CONSOLIDATED ENGINEERS INC			
	192661	2025 CRACK SEALING * CM / DESI	826.50
	192665	2025 POTHOLE REPAIRS * CM	10,287.75
	192672	HIDDEN VALLEY PLAYGROUND RENOV	1,130.50
	192675	DESERT HILLS CIRCLE FDR - DESI	420.75
	192676	NORTHLAND VILLAGE DRAINAGE REC	3,449.50
	192695	2025 SEWER POINT REPAIRS - DES	3,083.50
		VENDOR TOTAL:	19,198.50
2768-COUNCIL OF COMMUNITY SERVICES			
	192613	ANNUAL SERVICE FUNDING	75,000.00
		VENDOR TOTAL:	75,000.00
1477-CROELL INC			
	192642	2025 POTHOLE REPAIRS	242,731.12
		VENDOR TOTAL:	242,731.12
1684-DRM INC			
	192646	CAM-PLEX WASTEWATER LIFT STATI	93,369.24
	192872	2023 WATER MAIN INTERCONNECT P	351,957.59
		VENDOR TOTAL:	445,326.83
4255-EDIBLE PRAIRIE PROJECT			
	192620	ANNUAL SERVICE FUNDING	5,000.00
		VENDOR TOTAL:	5,000.00
1864-FIRST NATIONAL BANK OF GILLETTE			
	192682	CENTRAL CONTROL PHASE 2 * RETA	4,530.37
		VENDOR TOTAL:	4,530.37

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1866-FIRST NORTHERN BANK OF WYOMING			
	192647	CAM-PLEX WASTEWATER LIFT STATI	545.65
	192874	2023 WATER MAIN INTERCONNECT P	12,539.02
		VENDOR TOTAL:	13,084.67
5056-FIRST STATE BANK, DIVISION OF GLACIER BANK			
	192641	ALLEN AVE IMPROVEMENTS * RETAI	14,519.20
		VENDOR TOTAL:	14,519.20
1909-G AND G LANDSCAPING INC			
	192634	PROVIDENCE CROSSING PARK IRRIG	24,700.00
		VENDOR TOTAL:	24,700.00
4921-GABRIEL PROJECT OF WYOMING INC			
	192621	ANNUAL SERVICE FUNDING	23,000.00
		VENDOR TOTAL:	23,000.00
1933-GILLETTE ABUSE REFUGE CORPORATION			
	192614	ANNUAL SERVICE FUNDING	47,500.00
		VENDOR TOTAL:	47,500.00
1942-GILLETTE REPRODUCTIVE HEALTH			
	192622	ANNUAL FUNDING	30,000.00
		VENDOR TOTAL:	30,000.00
1450-HDR ENGINEERING INC			
	192690	CAM-PLEX WASTEWATER LIFT STATI	11,338.75
		VENDOR TOTAL:	11,338.75
4267-HECTOR FUENTES			
	192636	2025 SMALL PATCH PH 1	6,935.00
		VENDOR TOTAL:	6,935.00
1560-HLADKY CONSTRUCTION			
	192681	CENTRAL CONTROL PHASE 2	86,077.07
		VENDOR TOTAL:	86,077.07
1589-HOT IRON			
	192696	640 N HWY 14-16 SEWER IMPROVEM	145,636.53
		VENDOR TOTAL:	145,636.53

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1754-KLJ ENGINEERING LLC			
	192666	ARLINGTON COURT DRAINAGE ACCES	121.43
	192668	MCCANN HEIGHTS RECONSTRUCTION	967.91
	192670	COTTONWOOD PARK DRAINAGE REPOR	3,735.02
	192677	KILLARNEY WATER MAIN IMPROVEME	6,003.70
	192684	HIDDEN VALLEY SEWER IMPROVEMEN	9,051.15
		VENDOR TOTAL:	19,879.21
5155-KSLA CORP			
	192698	HERITAGE VILLAGE PLAYGROUND RE	9,675.00
		VENDOR TOTAL:	9,675.00
1663-LAND SURVEYING INCORPORATED			
	192460	REPLAT AND ROW DEDICATION	2,500.00
		VENDOR TOTAL:	2,500.00
1312-MORRISON MAIERLE INC			
	192662	640 N HWY 14-16 SEWER IMPROVEM	9,410.25
	192664	2023 WATER MAIN INTERCONNECT	15,894.78
		VENDOR TOTAL:	25,305.03
4226-NATHAN G STEINER			
	192683	ANTELOPE VALLEY PLAYGROUND	15,330.20
		VENDOR TOTAL:	15,330.20
1958-PCA ENGINEERING INC			
	192660	RC RANCH MILL AND OVERLAY	16,917.55
	192701	ECHETA ROAD RECONSTRUCTION	8,790.80
		VENDOR TOTAL:	25,708.35
2003-PERSONAL FRONTIERS INC			
	192615	ANNUAL FUNDING	31,500.00
		VENDOR TOTAL:	31,500.00
5156-RIDE AND SHINE EQUINE ASSISTED THERAPY			
	192610	SERVICE FUNDING	6,000.00
		VENDOR TOTAL:	6,000.00

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201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	192377	BASE REPLACEMENT BOXELDER & GARNER LAKE	2,111.59
	192379	REPLACE CONCRETE BASE FOR SINKING CABINET BASE	2,347.96
	192386	CABINET BASE REPLACEMENT & REMOVE BATTERY BACKUP	8,835.27
	192401	FIBER & NEW CABINET BASE GARNER LAKE/BOXELDER	1,975.00
		VENDOR TOTAL:	15,269.82
1778-SECOND CHANCE MINISTRIES			
	192616	ANNUAL FUNDING	30,000.00
		VENDOR TOTAL:	30,000.00
1779-SECURITY STATE BANK			
	192697	640 N HWY 14-16 SEWER IMPROVEM	7,665.08
		VENDOR TOTAL:	7,665.08
3916-SHI INTERNATIONAL CORP			
	192876	RETURN ITEMS	-48.30
		VENDOR TOTAL:	-48.30
1802-SIMON CONTRACTORS			
	192638	2025 RC RANCH M&O	393,735.71
		VENDOR TOTAL:	393,735.71
4738-STEVEN GERBER			
	192640	ALLEN AVE IMPROVEMENTS	275,864.80
		VENDOR TOTAL:	275,864.80
3623-STRUCTURAL DYNAMICS LLC			
	192671	2025 GURLEY OVERPASS ANNUAL MA	5,547.30
		VENDOR TOTAL:	5,547.30
1331-VISITATION & ADVOCACY FOR 6TH JUDICIAL DISTRICT			
	192624	ANNUAL FUNDING	35,926.00
		VENDOR TOTAL:	35,926.00
5145-WILLIAM SCOTT KNIGGE			
	192468	PARK SHELTER REPAIR	2,728.38
		VENDOR TOTAL:	2,728.38

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201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
2363-WWC ENGINEERING			
	192507	DALBEY PARK IMPROVEMENTS STUDY	2,000.00
	192656	2025 ALLEY PROJECT	1,357.50
	192657	FORCE ROAD R&O	1,993.75
	192659	LARGE PATCH PROJECT	4,893.00
	192673	SUTHERNLAND SUBDIVISION R & O	7,180.50
	192678	FEMA DONKEY CREEK MASTER DRAIN	15,822.50
	192685	SUTHERNLAND SUBDIVISION R & O	6,374.00
	192688	CAMPBELL COUNTY PATHWAY DRAIN	525.00
	192689	CAMPBELL COUNTY PATHWAY DRAIN	350.00
	192691	2025 ROHAN DRAINAGE * DESIGN	350.00
	192692	4-J/6TH STREET AND SHOSONE	1,137.50
		VENDOR TOTAL:	41,983.75
2432-WYOMING DEPT OF TRANSPORTATION			
	192505	SINCLAIR EXTENSION- BUTLER SPAETH TO MIRANDA	85.11
	192506	SINCLAIR EXTENSION- BUTLER SPAETH TO MIRANDA	27.61
		VENDOR TOTAL:	112.72
2414-YOUTH EMERGENCY SERVICES INC			
	192625	ANNUAL SERVICE FUNDING	96,000.00
		VENDOR TOTAL:	96,000.00
		DIVISION TOTAL:	3,864,211.35
		DEPARTMENT TOTAL:	3,864,211.35
		FUND TOTAL:	3,864,211.35

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	Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
1559-DOWL LLC			
	192687	GILLETTE REGIONAL WATER SUPPLY	20,085.45
		VENDOR TOTAL:	20,085.45
1684-DRM INC			
	192652	GRWSP PHASE III	237,921.87
		VENDOR TOTAL:	237,921.87
1250-FIRST AMERICAN TITLE			
	192518	EASEMENT PAYMENT	170.00
		VENDOR TOTAL:	170.00
1866-FIRST NORTHERN BANK OF WYOMING			
	192653	GRWSP PHASE III - RETAINAGE	12,522.20
		VENDOR TOTAL:	12,522.20
1589-HOT IRON			
	192644	GILLETTE REGIONAL WATER SUPPLY	98,983.94
		VENDOR TOTAL:	98,983.94
1264-MCM GENERAL CONTRACTORS			
	192465	GILLETTE REGIONAL WATER SUPPLY PROJECT PH VI	9,458.50
	192517	GILLETTE REGIONAL WATER SUPPLY PROJECT PHVI	26,747.25
		VENDOR TOTAL:	36,205.75
1312-MORRISON MAIERLE INC			
	192663	GILLETTE REGIONAL WATER SUPPLY	20,385.39
	192680	GRWSP - PH 5 DISTRICT EXT	26,347.50
		VENDOR TOTAL:	46,732.89
1779-SECURITY STATE BANK			
	192645	GILLETTE REGIONAL WATER SUPPLY	5,209.68
		VENDOR TOTAL:	5,209.68
		DIVISION TOTAL:	457,831.78
		DEPARTMENT TOTAL:	457,831.78
		FUND TOTAL:	457,831.78

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	Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND			
70-UTILITIES			
70-UTILITIES ADMINISTRATION			
4555-ATLAS OFFICE PRODUCTS			
	192711	CLERKS * PAPER * CITY	445.94
		VENDOR TOTAL:	445.94
5555-MISC EMPLOYEE VENDOR			
	192582	TRAVEL REIMBURSEMENT	243.96
		VENDOR TOTAL:	243.96
1482-NEWS RECORD			
	192512	JUNE 205 LEGAL ADVERTISING	1,097.25
		VENDOR TOTAL:	1,097.25
2406-XEROX CORPORATION			
	192513	METER READ	40.24
		VENDOR TOTAL:	40.24
		DIVISION TOTAL:	1,827.39
76-SCADA			
1447-ANIXTER POWER SOLUTIONS			
	192749	SCADA-FR	2,794.97
		VENDOR TOTAL:	2,794.97
1397-COLLINS COMMUNICATIONS INC			
	192575	FY25/26 FCC LICENSE FEES	1,000.00
		VENDOR TOTAL:	1,000.00
1748-THAT EMBROIDERY PLACE			
	192524	EMBROIDERY	42.00
	192525	EMBROIDERY	42.00
		VENDOR TOTAL:	84.00
		DIVISION TOTAL:	3,878.97
		DEPARTMENT TOTAL:	5,706.36
		FUND TOTAL:	5,706.36

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	Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND			
50-PUBLIC WORKS			
55-SOLID WASTE			
1040-ALSCO			
	192329	UNIFORM CLEANING	20.14
		VENDOR TOTAL:	20.14
1381-CITY OF GILLETTE			
	192384	PETTY CASH REIMBURSENEBT 6/30/25	24.99
		VENDOR TOTAL:	24.99
1511-NORCO INC			
	192362	"THANK YOU" BAGS	137.49
		VENDOR TOTAL:	137.49
1748-THAT EMBROIDERY PLACE			
	192451	SHIRTS	138.00
		VENDOR TOTAL:	138.00
		DIVISION TOTAL:	320.62
		DEPARTMENT TOTAL:	320.62
		FUND TOTAL:	320.62

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
192814	UE 554 506 PUMPHOUSE		147.50
192818	UE 544 796 WARLOW		146.75
VENDOR TOTAL:			294.25
DIVISION TOTAL:			294.25
DEPARTMENT TOTAL:			294.25

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	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
5086-ANATEK LABS, INC			
	192380	TESTING	1,480.00
		VENDOR TOTAL:	1,480.00
1684-DRM INC			
	192382	REPAIR WATER LEAK ON 3RD & BROOKS	6,340.75
	192516	DIG OUT PATCHES & RESAW CUT FOR ASPHALT	4,913.00
		VENDOR TOTAL:	11,253.75
1792-ENERGY LABORATORIES INC			
	192548	TESTING	69.00
	192570	TESTING	69.00
		VENDOR TOTAL:	138.00
1422-GILLETTE CONTRACTORS SUPPLY INC			
	192727	WATER * MADISON * COOPER	666.40
		VENDOR TOTAL:	666.40
4985-GILLETTE STEEL CENTER			
	192366	ANGLE IRON, A36 PLATE, SQ TUBING	531.00
		VENDOR TOTAL:	531.00
1450-HDR ENGINEERING INC			
	192693	30" MADISION TRANSMISSION LINE	32,500.58
	192873	MADISON LINE CATHODIC PROTECTI	675.00
		VENDOR TOTAL:	33,175.58
5114-LEAK LOCATORS OF MONTANTA, LLC			
	192750	WATER - LEAK DETECTOR * HOWARD	14,401.00
		VENDOR TOTAL:	14,401.00
1312-MORRISON MAIERLE INC			
	192699	WATER MODEL CALIBRATION - ISO	2,136.00
		VENDOR TOTAL:	2,136.00
1897-ONE CALL OF WYOMING COPR			
	192603	ONE-CALL OF WYOMING	222.60
		VENDOR TOTAL:	222.60

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	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
2005-PETE LIEN & SONS INC			
	192365	CONCRETE	1,116.50
	192547	CONCRETE	1,006.50
		VENDOR TOTAL:	2,123.00
2035-POWDER RIVER ENERGY CORPORATION			
	192298	ELECTRIC - FORCE RD STORAGE BLDG	51.33
	192299	ELECTRIC - CPS #2	50.25
	192300	ELECTRIC - CPS #3	50.93
	192301	ELECTRIC - MADISON REHAB CPS #4	45.08
	192303	ELECTRIC - MADISON REHAB CPS #7	55.24
	192304	ELECTRIC - BENNOR ESTATES	56.77
	192305	ELECTRIC - OVERBROOK	51.59
	192306	ELECTRIC - RAFTER D	50.55
	192307	ELECTRIC - SOUTHFORK	46.80
	192308	ELECTRIC - COOK RD	63.86
	192309	ELECTRIC - FORCE RD JOING POWERS BOARD	43.55
	192310	ELECTRIC - SERVICE CONTROL BUILDING	57.45
	192311	ELECTRIC - 8 MILE WATER SYSTEM	45.84
	192312	ELECTRIC - ROZET RANCHETTES WATER SYSTEM	53.61
	192314	ELECTRIC - 355 AMERICAN RD AKA CNTRL	40.00
	192315	ELECTRIC - 230 AMERICAN RD - AKA CNTRL	40.00
	192316	ELECTRIC - 19 MALLARD RD AKA CNTRL	41.72
	192317	ELECTRIC - WATER CONTROL BLDG RED TAIL	45.37
		VENDOR TOTAL:	889.94
2554-QUALITY AGG AND CONSTRUCTION INC			
	192381	J-BASE	2,608.13
		VENDOR TOTAL:	2,608.13
2125-RED TIGER WELL SERVICE			
	192370	PULL & REPLACE EQUIPMENT IN WELL #SOFT 26	73,962.90
	192371	PULL & REPLACE EQUIPMENT IN WELL #SOFT 20R	1,800.00

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	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
2125-RED TIGER WELL SERVICE			
	192372	WELL #M7	2,495.00
		VENDOR TOTAL:	78,257.90
4962-ROCKED CO LLC			
	192383	CONCRETE	500.00
		VENDOR TOTAL:	500.00
2152-ROCKY MOUNTAIN HOIST SERVICE			
	192481	ANNUAL INSPECTION	2,235.00
		VENDOR TOTAL:	2,235.00
1802-SIMON CONTRACTORS			
	192546	ROAD BASE	412.48
		VENDOR TOTAL:	412.48
1808-SIR SPEEDY			
	192568	WATER DIVISION BANNER	288.90
	192569	WATER HARD HAT STICKERS	159.87
		VENDOR TOTAL:	448.77
2289-WESCO DISTRIBUTION INC			
	192824	WATER * HYDRANT PAINT * MIKEY	878.40
		VENDOR TOTAL:	878.40
2618-WYOMING DEPARTMENT OF HEALTH			
	192352	TESTING	936.00
		VENDOR TOTAL:	936.00
		DIVISION TOTAL:	153,293.95
77-SWIMMING POOL			
1511-NORCO INC			
	192527	SUPPLIES	136.93
		VENDOR TOTAL:	136.93

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
77-SWIMMING POOL			
5101-ROBOTIC TECHNOLOGIES			
	192778	WATER * CITY POOL * GREG	3,949.00
		VENDOR TOTAL:	3,949.00
		DIVISION TOTAL:	4,085.93
		DEPARTMENT TOTAL:	157,379.88
		FUND TOTAL:	157,674.13

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
2683-ENERGY SHARE OF WYOMING			
	192597	FY24/25 4TH QTR CONTRIBUTIONS	13.44
		VENDOR TOTAL:	13.44
5153-HYDE, SHAWN			
	191512	UB 14332 826 E LARAMIE ST B	200.00
		VENDOR TOTAL:	200.00
5154-KISER, EMYLEE			
	191513	UB 19756 921 E 7TH ST D	200.00
		VENDOR TOTAL:	200.00
88888-MISC UTILITY OVERPAYMENTS			
	191483	UE 34398 4607 SPUR	60.00
	191484	UE 18898 1007 12TH	47.83
	191485	UE 35326 713 EXPRESS	32.51
	191486	UE 27616 1101 DESERT HILLS	34.37
	191487	UE 40050 2503 LEDOUX	103.58
	191488	UE 7022 3308 FITZPATRICK	102.37
	191489	UE 20136 900 CAMEL	145.45
	191490	UE 4754 2417 DOGWOOD	121.30
	191491	UE 35440 717 EXPRESS	38.65
	191492	UE 11366 811 MOUNTAIN VIEW	100.83
	191493	UE 32726 4528 RUNNING W	132.83
	191494	UE 25654 1001 DESERT HILLS	104.75
	191495	UE 18826 1037 GURLEY	173.73
	191496	UE 40334 1601 SHADETREE	59.45
	191497	UE 44350 902 COUNTRY CLUB	332.06
	191498	UE 32646 4526 RUNNING W	135.02
	191499	UE 16182 105 ROSS	174.59
	191500	UE 14220 404 LARAMIE	57.25
	191501	UE 28196 1103 BOXELDER	2.28
	191502	UE 40382 2507 LEDOUX	75.41

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	191503	UE 34624 3902 RED LODGE	31.68
	191504	UE 6480 703 VIVIAN	124.36
	191514	UE 18846 1033 GURLEY	84.84
	191515	UE 18798 1027 GURLEY	116.38
	192760	UE 2472 600 CAREY	0.73
	192761	UE 20924 4312 CLEMENCE	45.37
	192762	UE 10912 1105 1ST	61.51
	192763	UE 11090 3201 ECHETA	4.82
	192764	UE 36164 1411 JIM	97.17
	192765	UE 36302 4403 ALISON	0.63
	192766	UE 11246 3201 ECHETA	20.43
	192767	UE 18898 1007 12TH	47.41
	192768	UE 5414 2808 ELDER	1.10
	192769	UE 32382 4514 RUNNING W	39.39
	192770	UE 32622 4524 RUNNING W	70.24
	192771	UE 32328 4512 RUNNING W	9.63
	192772	UE 32444 4518 RUNNING W	40.91
	192773	UE 2214 402 BROOKS	83.63
	192790	UE 39116 5014 KIRK	82.33
	192791	UE 14822 1000 POPLAR	77.65
	192792	UE 4362 2205 EMERSON	113.08
	192793	UE 39952 1928 HARVEST MOON	104.74
	192794	UE 21596 2613 BENTLEY	55.31
	192795	UE 11372 811 MOUNTAIN VIEW	19.25
	192796	UE 28490 1801 WARLOW	43.57
	192797	UE 4206 110 LAUREL	67.19
	192798	UE 12298 334 NOGALES	37.15
	192799	UE 12704 808 GREENWAY	115.84
	192800	UE 11784 80 GROSVENTRE	110.85

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	192801	UE 18736 1022 SKYVIEW	124.63
	192802	UE 12308 339 NOGALES	6.22
	192803	UE 44900 5481 SWANSON	47.89
	192804	UE 27402 1001 DESERT HILLS	136.15
	192805	UE 35578 1082 COUNTRY CLUB	117.43
	192806	UE 27614 1101 DESERT HILLS	103.92
	192807	UE 32842 4534 RUNNING W	118.58
	192808	UE 35608 1054 COUNTRY CLUB	476.44
	192809	UE 17928 1002 ELON	157.87
	192810	UE 14464 708 LINCOLN	56.57
	192811	UE 16466 500 CHURCH	160.29
	192812	UE 33566 828 GURLEY	200.00
	192813	UE 20270 920 E-Z	137.01
	192815	UE 45230 900 CAMEL	316.98
	192816	UE 11602 2400 FOOTHILLS	167.40
	192817	UE 32552 4522 RUNNING W - BETH DICKERSON	132.95
	192819	UE 32392 4514 RUNNING W	101.45
	192820	UE 35232 707 EXPRESS	137.18
	192821	UE 32254 4510 RUNNING W	66.73
		VENDOR TOTAL:	6,507.14
5152-VIGIL, MATRACIA			
	191511	UB 544 796 W WARLOW DR BULK	150.00
		VENDOR TOTAL:	150.00
		DIVISION TOTAL:	7,070.58
		DEPARTMENT TOTAL:	7,070.58

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
4292-CAR-KNACK INC			
	192446	TRUCK BOX	110.00
		VENDOR TOTAL:	110.00
4976-DANA SAFETY SUPPLY			
	192443	PARTS	286.50
		VENDOR TOTAL:	286.50
3004-DEPARTMENT OF ENERGY			
	192461	MAY 2025 ENERGY	64,667.98
		VENDOR TOTAL:	64,667.98
1870-FLAGSHOOTER LLC			
	192514	FLAGSHOOTER REPAIRS	125.00
		VENDOR TOTAL:	125.00
1450-HDR ENGINEERING INC			
	192599	WESTERN TIE 69KV TRANSMISSION	12,926.25
		VENDOR TOTAL:	12,926.25
1264-MCM GENERAL CONTRACTORS			
	192600	ANNUAL TRENCHING AND BORING AG	6,168.00
	192601	ANNUAL TRENCHING AND BORING AG	2,477.00
	192602	ANNUAL TRENCHING AND BORING AG	44,872.50
		VENDOR TOTAL:	53,517.50
1290-MID WEST PEST MANAGEMENT			
	192515	ANNUAL WEED SPRAYING SUBSTATIONS	6,914.25
		VENDOR TOTAL:	6,914.25
1897-ONE CALL OF WYOMING COPR			
	192603	ONE-CALL OF WYOMING	222.60
		VENDOR TOTAL:	222.60
1958-PCA ENGINEERING INC			
	192606	PROFESSIONAL SURVEYING & EASEM	1,176.10
		VENDOR TOTAL:	1,176.10

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Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
2035-POWDER RIVER ENERGY CORPORATION		
192462	MAY 2025 69KV WHEELING	5,250.00
	VENDOR TOTAL:	5,250.00
2071-PROELECTRIC INC		
192604	ANNUAL MISCELLANEOUS ELECTRICAL	4,087.94
192605	ANNUAL MISCELLANEOUS ELECTRICAL	7,252.86
	VENDOR TOTAL:	11,340.80
3396-SD MYERS, LLC		
192703	TRANSFORMER OIL ANNUAL TESTING	6,930.00
	VENDOR TOTAL:	6,930.00
2198-STUART C. IRBY CO		
192608	RUBBER GOODS MAINTENANCE	3,965.79
	VENDOR TOTAL:	3,965.79
4143-TANTALUS SYSTEMS INC		
192375	REPLACEMENT MODULES SINGLE PHASE	973.47
192376	REPLACEMENT MODULES THREE PHASE	1,096.83
	VENDOR TOTAL:	2,070.30
2289-WESCO DISTRIBUTION INC		
192440	PARTS	526.86
	VENDOR TOTAL:	526.86
	DIVISION TOTAL:	170,029.93
	DEPARTMENT TOTAL:	170,029.93
	FUND TOTAL:	177,100.51

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1040-ALSCO			
	192318	UNIFORM CLEANNG	146.58
	192326	UNIFORM CLEANING	146.58
	192528	UNIFORM CLEANING	146.58
	192530	UNIFORM CLEANING	147.26
		VENDOR TOTAL:	587.00
1048-AMERICAN EQUIPMENT INC			
	192475	CREDIT ON SALES TAX	-66.61
	192476	CRANE INSPECTIONS AND REPAIRS	11,135.86
	192477	INSPECT AND DIAGNOSIS CRANE #172611	345.00
		VENDOR TOTAL:	11,414.25
4555-ATLAS OFFICE PRODUCTS			
	192711	CLERKS * PAPER * CITY	317.94
		VENDOR TOTAL:	317.94
1411-CONCRETE CONSERVATION INC			
	192479	SPECTRASHIELD LINER	5,369.26
		VENDOR TOTAL:	5,369.26
4976-DANA SAFETY SUPPLY			
	192442	PARTS	668.00
		VENDOR TOTAL:	668.00
1792-ENERGY LABORATORIES INC			
	192478	TESTING	162.30
		VENDOR TOTAL:	162.30
1892-FRANDSON SAFETY INC			
	192470	MULTI-GAS MONITOR CALIBRATION	105.00
		VENDOR TOTAL:	105.00
1977-GREG'S WELDING CORPORATION			
	192474	PHASE 1 FABRICATION AND INSTALL	7,693.98
		VENDOR TOTAL:	7,693.98

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	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1999-HAWKINS INC			
	192551	CHEMICALS	703.50
		VENDOR TOTAL:	703.50
1450-HDR ENGINEERING INC			
	192686	WWTP PHASE II PROJECTS	18,765.00
	192694	WWTF HEADWORKS IMPROVEMENTS PR	36,800.15
		VENDOR TOTAL:	55,565.15
1821-IT OUTLET INC			
	192746	CASHIERING PRINTERS	813.27
	192747	CASHIERING PRINTERS	39.43
		VENDOR TOTAL:	852.70
1511-NORCO INC			
	192469	AED	2,138.24
		VENDOR TOTAL:	2,138.24
1897-ONE CALL OF WYOMING COPR			
	192603	ONE-CALL OF WYOMING	222.60
		VENDOR TOTAL:	222.60
1958-PCA ENGINEERING INC			
	192391	MISC MATERIALS TESTING	1,225.90
		VENDOR TOTAL:	1,225.90
2035-POWDER RIVER ENERGY CORPORATION			
	192296	ELECTRIC - GIL SEWAGE MTR STA	80.64
	192297	ELECTRIC - GIL EASTSIDE GURLEY LIFT	1,105.69
		VENDOR TOTAL:	1,186.33
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION			
	192359	HVAC REPAIRS	414.00
	192576	HVAC REPAIRS	417.50
		VENDOR TOTAL:	831.50

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
2114-RAILROAD MANAGEMENT CO LLC			
	192544	LICENSE FEES - 12.5" SEWER PIPELINE	5,068.45
VENDOR TOTAL:			5,068.45
1748-THAT EMBROIDERY PLACE			
	192335	CLOTHING	99.92
	192336	CLOTHING	95.92
	192337	CLOTHING	100.00
	192338	CLOTHING	100.00
	192339	CLOTHING	99.16
	192340	CLOTHING	66.00
	192341	CLOTHING	99.00
	192342	CLOTHING	84.00
	192343	CLOTHING	100.00
	192344	CLOTHING	100.00
	192345	CLOTHING	100.00
	192346	CLOTHING	100.00
	192347	CLOTHING	76.00
	192348	CLOTHING	88.00
	192349	CLOTHING	96.00
	192350	CLOTHING	70.00
	192351	CLOTHING	84.00
VENDOR TOTAL:			1,558.00
2263-WASTE CONNECTIONS OF WYOMING			
	192367	WASTEWATER TRASH	972.80
VENDOR TOTAL:			972.80
2385-WYOMING MACHINERY CO			
	192471	REPAIRS	5,231.53
	192472	REPAIRS	14,124.54
	192473	REPAIRS	4,410.33

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
	VENDOR TOTAL:	23,766.40
	DIVISION TOTAL:	120,409.30
	DEPARTMENT TOTAL:	120,409.30
	FUND TOTAL:	120,409.30

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	Invoice Number	Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
1040-ALSCO			
	192325	RUG CLEANING	46.10
	192327	RUG CLEANING	57.75
	192334	RUG CLEANING	42.89
		VENDOR TOTAL:	146.74
4550-BIGHORN MOUNTAIN ELECTRIC LLC			
	192455	REPAIR HOT START RECAPS & WIRE HVS	755.36
		VENDOR TOTAL:	755.36
1511-NORCO INC			
	192393	NEW VACUUM FOR CITY WEST	847.35
		VENDOR TOTAL:	847.35
5078-PARTSONE LLC			
	192395	REPAIR CITY WEST BACKUP GENERATOR	74.69
		VENDOR TOTAL:	74.69
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION			
	192454	HEATED VEHICLE STORAGE FAN REPAIR	870.60
		VENDOR TOTAL:	870.60
		DIVISION TOTAL:	2,694.74
		DEPARTMENT TOTAL:	2,694.74
		FUND TOTAL:	2,694.74

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1447-ANIXTER POWER SOLUTIONS		
192707	ELECTRICAL INVENTORY	454.56
192708	ELECTRICAL INVENTORY	250.00
192709	ELECTRICAL INVENTORY	276.72
192710	ELECTRICAL INVENTORY	1,530.00
192845	ELECTRICAL INVENTORY	1,685.55
	VENDOR TOTAL:	4,196.83
2594-BOMGAARS SUPPLY		
192719	OFFICE SUPPLY INVENTORY	399.50
192720	OFFICE SUPPLY INVENTORY	40.00
	VENDOR TOTAL:	439.50
1197-BORDER STATES ELECTRIC		
192722	ELECTRICAL INVENTORY	1,673.60
192723	ELECTRICAL INVENTORY	1,274.52
192724	ELECTRICAL INVENTORY	1,813.89
192847	ELECTRICAL INVENTORY * WESTERN TIE PROJECT * MICK	754.30
	VENDOR TOTAL:	5,516.31
2852-CORE & MAIN		
192729	WATER INVENTORY	14,525.00
192730	WATER INVENTORY	2,914.29
192731	WATER INVENTORY	58,931.20
192732	WATER INVENTORY * TOBY 20UT02	3,708.12
192733	WATER INVENTORY	38,272.00
192734	WATER INVENTORY	156,937.60
192735	WATER INVENTORY	1,649.45
	VENDOR TOTAL:	276,937.66
1870-FLAGSHOOTER LLC		
192738	ELECTRICAL INVENTORY	834.52
	VENDOR TOTAL:	834.52

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1911-GADES SALES COMPANY INC		
192853	TRAFFIC INVENTORY	480.00
	VENDOR TOTAL:	480.00
1422-GILLETTE CONTRACTORS SUPPLY INC		
192725	PARKS INVENTORY	1,510.20
192726	PARKS INVENTORY	6.78
192728	WATER INVENTORY	97.35
192848	WATER INVENTORY	7,178.64
	VENDOR TOTAL:	8,792.97
1511-NORCO INC		
192753	ELECTRICAL INVENTORY	162.45
192754	ELECTRICAL INVENTORY	70.89
192755	ELECTRICAL INVENTORY	27.96
192756	ELECTRICAL INVENTORY	27.96
192757	ELECTRICAL INVENTORY	3,090.00
	VENDOR TOTAL:	3,379.26
5078-PARTSONE LLC		
192774	VEHICAL MAINTENANCE WAREHOUSE INVENTORY	49.45
192844	VMW INVENTORY	53.05
	VENDOR TOTAL:	102.50
2198-STUART C. IRBY CO		
192787	ELECTRICAL INVENTORY * WESTERN TIE PROJECT * MICK	290.00
192855	ELECTRICAL INVENTORY * WESTERN TIE PROJECT * MICK	169.50
192856	ELECTRICAL INVENTORY	2,064.00
	VENDOR TOTAL:	2,523.50
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
192788	VEHICLE MAINTENANCE WAREHOUSE	43.41
192822	VMW	225.35
	VENDOR TOTAL:	268.76

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
2731-WATERWORKS INDUSTRIES		
192859	WATER INVENTORY	2,069.40
192860	WATER INVENTORY	546.00
192861	WATER INVENTORY	8,768.00
	VENDOR TOTAL:	11,383.40
2289-WESCO DISTRIBUTION INC		
192823	ELECTRICAL INVENTORY	220.00
192825	ELECTRICAL INVENTORY	126.80
192826	ELECTRICAL INVENTORY	141.48
192827	ELECTRICAL INVENTORY	11,037.00
192828	ELECTRICAL INVENTORY	12.76
192862	ELECTRICAL INVENTORY * WESTERN TIE PROJECT * MICK	737.00
192863	ELECTRICAL INVENTORY	718.75
192864	ELECTRICAL INVENTORY	56.84
192865	ELECTRICAL INVENTORY	778.08
	VENDOR TOTAL:	13,828.71
	DIVISION TOTAL:	328,683.92
	DEPARTMENT TOTAL:	328,683.92

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	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
1040-ALSCO			
	192323	RUG CLEANING	28.69
	192331	RUG CLEANING	28.69
	192529	RUG CLEANING	28.69
		VENDOR TOTAL:	86.07
2263-WASTE CONNECTIONS OF WYOMING			
	192368	WARLOW YARD TRASH	452.68
	192369	WARLOW YARD TRASH	909.56
		VENDOR TOTAL:	1,362.24
		DIVISION TOTAL:	1,448.31
		DEPARTMENT TOTAL:	1,448.31
		FUND TOTAL:	330,132.23

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	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
00-UNDEFINED			
00-UNDEFINED			
1167-BIG HORN TIRE INC			
	192846	VM INVENTORY	115.00
		VENDOR TOTAL:	115.00
4959-ENERGY AQUITION			
	192849	VM INVENTORY	134.72
		VENDOR TOTAL:	134.72
1575-HOMAX OIL			
	192745	VM * GASOLINE	29,168.18
		VENDOR TOTAL:	29,168.18
5050-HUGHES FIRE EQUIPMENT, INC.			
	192854	VM INVENTORY	441.96
		VENDOR TOTAL:	441.96
3398-JACK'S TRUCK CENTER INC			
	192739	VM INVENTORY	36.01
	192740	VM INVENTORY	234.06
	192741	VM INVENTORY	15.60
	192742	VM INVENTORY	48.93
	192743	VM INVENTORY	102.81
	192744	VM INVENTORY	61.01
	192850	VM INVENTORY	12.96
	192851	VM INVENTORY	137.90
	192852	VM INVENTORY	247.11
		VENDOR TOTAL:	896.39
4462-JOE JOHNSON EQUIPMENT, LLC			
	192748	VM INVENTORY	205.87
		VENDOR TOTAL:	205.87
1125-MG OIL COMPANY			
	192751	VM INVENTORY	204.18
		VENDOR TOTAL:	204.18

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Invoice Number		Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
00-UNDEFINED			
00-UNDEFINED			
2385-WYOMING MACHINERY CO			
192841		VM INVENTORY	1,066.41
		VENDOR TOTAL:	1,066.41
		DIVISION TOTAL:	32,232.71
		DEPARTMENT TOTAL:	32,232.71

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
3622-ABSOLUTE AUTO, LLC		
192564	PARTS	78.45
192565	PARTS	41.93
	VENDOR TOTAL:	120.38
1328-ADVANCE AUTO PARTS		
192427	PARTS	135.36
192557	PARTS	14.32
	VENDOR TOTAL:	149.68
1040-ALSCO		
192321	UNIFORM CLEANING	120.36
192330	UNIFORM CLEANING	120.36
	VENDOR TOTAL:	240.72
1041-ALTEC INDUSTRIES INC		
192441	PARTS	586.28
	VENDOR TOTAL:	586.28
1167-BIG HORN TIRE INC		
192424	TIRES	377.14
192425	TIRE LABOR	41.95
192426	TIRES	155.00
	VENDOR TOTAL:	574.09
1171-BIGHORN HYDRAULICS INC		
192502	PARTS	87.22
	VENDOR TOTAL:	87.22
2677-CENTRAL TRUCK & DIESEL INC		
192444	PARTS	223.35
	VENDOR TOTAL:	223.35
4364-CHRISTOPHER ROGGE		
192503	WINDSHIELD REPAIR	55.00
192566	WINDSHIELD REPAIRS	55.00
	VENDOR TOTAL:	110.00

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1381-CITY OF GILLETTE		
192384	PETTY CASH REIMBURSENEBT 6/30/25	128.30
	VENDOR TOTAL:	128.30
1397-COLLINS COMMUNICATIONS INC		
192504	CHANGE RADIO PROGRAMMING	67.50
	VENDOR TOTAL:	67.50
4985-GILLETTE STEEL CENTER		
192353	CREDIT	-90.00
	VENDOR TOTAL:	-90.00
2645-GREINER MOTOR COMPANY		
192428	PARTS	330.88
192429	PARTS	98.89
192430	PARTS	829.27
192431	PARTS	392.00
	VENDOR TOTAL:	1,651.04
4128-GROSSENBURG IMPLEMENT INCORPORATED		
192435	PARTS	46.80
192436	PARTS	178.25
	VENDOR TOTAL:	225.05
5093-INTERSTATE POWER SYSTEMS INC		
192422	PARTS	1,023.93
192423	RETURN PARTS	-226.46
192497	REPAIRS	1,618.88
	VENDOR TOTAL:	2,416.35
3398-JACK'S TRUCK CENTER INC		
192558	PARTS	49.92
192559	PARTS	10.40
192560	PARTS	41.16
	VENDOR TOTAL:	101.48

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5130-JENNER EQUIPMENT CO		
192561	PARTS	365.73
	VENDOR TOTAL:	365.73
1291-MIDLAND IMPLEMENT CO INC		
192433	PARTS	177.45
192499	PARTS	176.60
192500	PARTS	307.92
192501	PARTS	45.06
	VENDOR TOTAL:	707.03
3983-MOUNTAIN PEAKS DIAGNOSTICS, LLC		
192562	TESTING	117.80
	VENDOR TOTAL:	117.80
1511-NORCO INC		
192448	PARTS	67.95
192498	JUNE 2025 CYLINDER RENT	42.30
	VENDOR TOTAL:	110.25
5078-PARTSONE LLC		
192410	PARTS	316.30
192411	PARTS	31.78
192412	PARTS	144.98
192413	PARTS	15.95
192414	PARTS	33.52
192415	PARTS	3.77
192416	PARTS	2.07
192417	PARTS	17.26
192418	PARTS	7.99
192419	PARTS	45.73
192420	PARTS	17.26
192421	PARTS	16.64

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5078-PARTSONE LLC		
192494	PARTS	17.20
192495	PARTS	153.03
192496	PARTS	4.31
192552	PARTS	13.56
192553	PARTS	52.56
192554	PARTS	138.64
192555	PARTS	22.60
192556	PARTS	12.60
	VENDOR TOTAL:	1,067.75
4967-RDO EQUIPMENT CO		
192445	REPAIRS	1,302.32
	VENDOR TOTAL:	1,302.32
2074-SOUTHWESTERN EQUIPMENT COMPANY		
192563	PARTS	657.21
	VENDOR TOTAL:	657.21
2315-THUNDER BASIN FORD LLC		
192437	PARTS	1.60
	VENDOR TOTAL:	1.60
4454-TORGERSON'S, LLC		
192434	PARTS	1,431.27
	VENDOR TOTAL:	1,431.27
2309-WHITE'S FRONTIER MOTORS		
192567	PARTS	37.93
	VENDOR TOTAL:	37.93
2385-WYOMING MACHINERY CO		
192438	PARTS	90.31
	VENDOR TOTAL:	90.31
	DIVISION TOTAL:	12,480.64
	DEPARTMENT TOTAL:	12,480.64

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	FUND TOTAL:	44,713.35
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	Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND			
25-FINANCE			
38-LIABILITY INSURANCE			
1291-MIDLAND IMPLEMENT CO INC			
	192432	PARTS	499.63
		VENDOR TOTAL:	499.63
1511-NORCO INC			
	192447	PARTS	116.79
		VENDOR TOTAL:	116.79
2260-WARM			
	192531	FY26 LIABILITY INSURANCE PREMIUM 7/1/25-7/1-26	370,293.65
	192532	FY26 CRIME INSURANCE PREMIUM 7/1/25-7/1/26	1,537.01
	192533	FY26 PROPERTY INSURANCE PREMIUM 7/1/25-7/1/26	491,642.07
	192534	FY26 CYBER INSURANCE PREMIUM 7/1/25-7/1/26	15,196.35
		VENDOR TOTAL:	878,669.08
		DIVISION TOTAL:	879,285.50
		DEPARTMENT TOTAL:	879,285.50
		FUND TOTAL:	879,285.50
		GRAND TOTAL:	7,339,513.55

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
3379-BLACK HILLS ENERGY			
	191457	NATURAL GAS - 528 EXCHANGE AVE	38.85
		VENDOR TOTAL:	38.85
		DIVISION TOTAL:	38.85
45-ANIMAL SHELTER			
3379-BLACK HILLS ENERGY			
	191458	NATURAL GAS - 950 W WARLOW-ANIMAL SHELTER	309.33
		VENDOR TOTAL:	309.33
		DIVISION TOTAL:	309.33
		DEPARTMENT TOTAL:	348.18

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
3379-BLACK HILLS ENERGY			
	191459	NATURAL GAS - 950 W WARLOW	63.97
	191460	NATURAL GAS - 808 W WARLOW DR	58.72
	191461	NATURAL GAS - 201 E 5TH & 3903 FOOTHILLS BLVD	1,845.22
		VENDOR TOTAL:	1,967.91
		DIVISION TOTAL:	1,967.91
51-PARKS			
3379-BLACK HILLS ENERGY			
	191462	NATURAL GAS - 2909 S DOUGLAS HWY	99.54
		VENDOR TOTAL:	99.54
		DIVISION TOTAL:	99.54
54-STREETS			
3379-BLACK HILLS ENERGY			
	191463	NATURAL GAS - 800 N BURMA AVE BLD 414	123.48
		VENDOR TOTAL:	123.48
		DIVISION TOTAL:	123.48
		DEPARTMENT TOTAL:	2,190.93
		FUND TOTAL:	2,539.11

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
3379-BLACK HILLS ENERGY			
191461		NATURAL GAS - 201 E 5TH & 3903 FOOTHILLS BLVD	53.45
191464		NATURAL GAS - 200 ROCK RD GEN	44.16
191465		NATURAL GAS - 816 W WARLOW DR	216.39
191471		NATURAL GAS-1103 LAKEWAY, 5000 DOUD, 611 EXCHANGE	107.55
		VENDOR TOTAL:	421.55
		DIVISION TOTAL:	421.55
		DEPARTMENT TOTAL:	421.55
		FUND TOTAL:	421.55

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
3379-BLACK HILLS ENERGY			
191466	NATURAL GAS - 940 W WARLOW DR		85.73
	VENDOR TOTAL:		85.73
	DIVISION TOTAL:		85.73
	DEPARTMENT TOTAL:		85.73
	FUND TOTAL:		85.73

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
3379-BLACK HILLS ENERGY			
191467		NATURAL GAS - 4520 UNIVERSITY RD	46.22
191468		NATURAL GAS - 1700 PLUM CRK	36.23
191469		NATURAL GAS - 3101 S GARNER LAKE RD	594.46
191470		NATURAL GAS - 2881 S GARNER LAKE RD	44.88
		VENDOR TOTAL:	721.79
		DIVISION TOTAL:	721.79
		DEPARTMENT TOTAL:	721.79
		FUND TOTAL:	721.79

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Invoice Number		Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
3379-BLACK HILLS ENERGY			
191471		NATURAL GAS-1103 LAKEWAY, 5000 DOUD, 611 EXCHANGE	57.41
191472		NATURAL GAS - 611 N EXCHANGE AVE 22	430.44
191473		NATURAL GAS - 561 COMMERCIAL DR	659.85
191474		NATURAL GAS - 624 COMMERICAL DR	535.46
		VENDOR TOTAL:	1,683.16
		DIVISION TOTAL:	1,683.16
		DEPARTMENT TOTAL:	1,683.16
		FUND TOTAL:	1,683.16

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	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
3379-BLACK HILLS ENERGY			
	191475	NATURAL GAS - 800 BURMA AVE	216.39
		VENDOR TOTAL:	216.39
		DIVISION TOTAL:	216.39
		DEPARTMENT TOTAL:	216.39
		FUND TOTAL:	216.39
		GRAND TOTAL:	5,667.73

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Invoice Number		Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
2363-WWC ENGINEERING			
	192281	2025 ALLEY PROJECT	6,398.25
		VENDOR TOTAL:	6,398.25
		DIVISION TOTAL:	6,398.25
		DEPARTMENT TOTAL:	6,398.25
		FUND TOTAL:	6,398.25
		GRAND TOTAL:	6,398.25

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
1823-ITRON INC			
192282	ITRON FCS		1,560.90
192283	ITRON FCS		1,560.91
192284	ITRON FCS		1,654.56
192285	ITRON FCS		1,886.56
192286	ITRON FCS		293.33
VENDOR TOTAL:			6,956.26
DIVISION TOTAL:			6,956.26
DEPARTMENT TOTAL:			6,956.26
FUND TOTAL:			6,956.26
GRAND TOTAL:			6,956.26

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
1864-FIRST NATIONAL BANK OF GILLETTE			
	192491	CERTIFICATE OF DEPOSIT	2,000,000.00
		VENDOR TOTAL:	2,000,000.00
		DIVISION TOTAL:	2,000,000.00
		DEPARTMENT TOTAL:	2,000,000.00
		FUND TOTAL:	2,000,000.00
		GRAND TOTAL:	2,000,000.00

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	Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
1349-CAMPBELL COUNTY HOSPITAL DISTRICT			
	191476	MAY 2025 WELLNESS	1,955.00
		VENDOR TOTAL:	1,955.00
4448-CURALINC, LLC			
	191481	JULY - SEPTEMBER 2025 SUPPORT LINC EAP	1,150.20
		VENDOR TOTAL:	1,150.20
2503-DELTA DENTAL OF WYOMING			
	191477	MAY 2025 ADMIN FEES AND CLAIMS	29,538.80
		VENDOR TOTAL:	29,538.80
1912-GALLAGHER BENEFIT SERVICES, INC			
	191482	JUNE 2025 SHORT TERM DISABILITY ADMIN FEES	163.75
		VENDOR TOTAL:	163.75
2580-IRS - DEPARTMENT OF TREASURY			
	191516	2025 PCORI FEE	1,877.27
		VENDOR TOTAL:	1,877.27
3687-OPTUM HEALTH FINANCIAL SERVICES			
	191478	MAY 2025 HSA MAINTENANCE FEE	214.50
	191479	MAY 2025 COBRA PARTICIPANT FEE	140.80
		VENDOR TOTAL:	355.30
		DIVISION TOTAL:	35,040.32
		DEPARTMENT TOTAL:	35,040.32
		FUND TOTAL:	35,040.32
		GRAND TOTAL:	35,040.32

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
66666-MISC P-CARD VENDOR		
191575	REFUND - MAYOR'S REGISTRATION FEE FOR NEXT FRONTIE	-150.00
191732	MAYOR LUNDVALL - NEXT FRONTIER ENERGY SUMMIT	211.31
191895	REFUND OF TAX - MAYOR LUNDVALL - NEXT FRONTIER ENE	-24.31
192148	COUNCIL EXEC SESSION - COOKIES	33.00
192171	COUNCIL EXEC SESSION - SANDWICHES	70.69
192239	MAYOR LUNDVALL - LEGISLATIVE MEETINGS - CASPER	237.65
	VENDOR TOTAL:	378.34
	DIVISION TOTAL:	378.34
02-ADMINISTRATION		
1334-CASPER STAR TRIBUNE		
191662	SUBSCRIPTION	30.99
	VENDOR TOTAL:	30.99
66666-MISC P-CARD VENDOR		
191545	MEETING EXPENSE	46.95
191731	MIKE COLE - NEXT FRONTIER ENERGY SUMMIT	117.00
191789	ENVELOPES (PLAIN) NOT AVAILABLE AT WAREHOUSE	25.98
192240	MIKE COLE - LEGISLATIVE MEETINGS - CASPER	232.87
	VENDOR TOTAL:	422.80
	DIVISION TOTAL:	453.79
04-SPECIAL PROJECTS		
66666-MISC P-CARD VENDOR		
191542	CULLIGAN OF GILLETTE Wellness Water	68.64
191669	AMAZON MKTPL*NB11V0MB1 - WELLNESS ITEMS - FOLDING	273.40
192167	ALBERTSONS #0067 Snacks for wellness presentation	38.96
192192	RIDDLE'S #157 Door prize winner gift card	10.00
	VENDOR TOTAL:	391.00
	DIVISION TOTAL:	391.00
	DEPARTMENT TOTAL:	1,223.13

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
66666-MISC P-CARD VENDOR		
191606	SOCIETYFORHUMANRESOURCE Membership	299.00
191612	TYLER CONFERENCE: LODGING DEPOSIT	309.71
191692	GILLETTE PRINTING & ENGRA Quarterly Pride Award	167.30
191762	OFFICE DEPOT #2635 Oil lubricant for shredder	9.19
191776	TYLER CONFERENCE: BAGGAGE (JADE)	35.00
191778	TYLER CONFERENCE: BAGGAGE (JADE)	35.00
191855	UBER *TRIP From airport to hotel	9.29
191856	UBER *TRIP from airport to hotel	61.95
191870	LEVATAI* invalid charge card compromised	-9.15
191871	LEVATAI* INVALID CHARGE, CARD COMPROMISED	-7.00
191890	TST*SILO FAIRMOUNT Dinner	39.55
191891	SNOOZE Breakfast	24.23
191935	BRENNERS RIVERWALK Dinner	104.57
191936	TST*COMMONWEALTH COFFEEH Breakfast	18.91
191937	UBER *TRIP Taxi ride	2.00
191938	UBER *TRIP Taxi	7.08
191939	UBER *TRIP	3.00
191940	UBER *TRIP Taxi ride	15.44
191941	UBER *TRIP	3.00
191942	UBER *TRIP	9.92
191943	UBER TRIP* TRIP	16.98
192004	MARGARITAVILLE SAN ANTONI Lunch	25.97
192005	SQ *CASPIAN MOTOR CO TAXI	43.00
192006	TST*THE REPUBLIC OF TEXA Dinner	21.48
192061	SHAKE SHACK Dinner	31.29
192062	HILTON HOTELS Tyler Conference Hotel room	619.45
192143	YOURMEMBERSHIP Development Services Recruitment PI	599.00

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
66666-MISC P-CARD VENDOR		
192217	JERSEY MIKES 40005 Lunch and learn PRB SHRM	72.32
	VENDOR TOTAL:	2,567.48
	DIVISION TOTAL:	2,567.48
21-SAFETY		
66666-MISC P-CARD VENDOR		
191628	AMERICAN SOCIETY OF SAFE membership dues	195.00
191661	HAMPTON INNS Tax credit for WARM Conference room	-15.20
	VENDOR TOTAL:	179.80
	DIVISION TOTAL:	179.80
	DEPARTMENT TOTAL:	2,747.28

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
66666-MISC P-CARD VENDOR		
191535	PAYROLLORG MEMBERSHIP FEE	305.00
191749	PAYROLLORG MEMBERSHIP FEE LINDSEY	305.00
	VENDOR TOTAL:	610.00
1808-SIR SPEEDY		
191603	SIR SPEEDY FOR DEPOSIT ONLY STAMP	51.86
	VENDOR TOTAL:	51.86
	DIVISION TOTAL:	661.86
26-CUSTOMER SERVICE		
66666-MISC P-CARD VENDOR		
191795	LYFT *RIDE SAT 1PM TRAVEL TO HOTEL TYLER CONNECT	24.99
191847	TST*SCHILOS DELI 2.0 TYLER CONNECT TRAVEL MEAL JAN	29.04
191848	TST* TASTES ON THE FLY-ME JANET MEAL TRAVEL TYLER	33.26
191849	PINKERTON'S BARBECUE JANET TRAVEL MEAL TYLER CONNE	32.61
191911	CANOPY BY HILTON SAN ANTO JANET MEAL TRAVEL TYLER	51.30
191974	1532 JCS SA RIVERWALK JANET MEAL TRAVEL TYLER CONN	33.96
191975	THE RK CULINARY GROUP LLC JANET MEAL TRAVEL TYLER	12.25
191976	ALAMO BISCUIT CO & PAN JANET MEAL TRAVEL TYLER CON	20.27
192034	PANDA EXPRESS A GATES JANET MEAL TRAVEL TYLER CONN	16.42
192035	LYFT *RIDE WED 1PM CAR RIDE TYLER CONNECT JANET	21.83
192036	LYFT *INCREASE TIP TRAVEL MYRA & JANET TYLER CON	4.37
192037	HOTEL CONTESSA FB JANET MEAL TRAVEL TYLER CONNECT	20.52
192038	WESTIN (WESTIN HOTELS) TYLER CONNECT HOTEL JANET	1,186.16
192039	WESTIN RIVERWALK SAN ANTO JANET MEAL TRAVEL TYLER	9.93
192252	AMAZON MKTPL*NZ8GW3IG1 MONEY COUNTER	124.99
	VENDOR TOTAL:	1,621.90
	DIVISION TOTAL:	1,621.90
34-INFORMATION TECHNOLOGY		
66666-MISC P-CARD VENDOR		
191543	AMAZON MKTPL*NB8L84B22 POE INJECTORS FOR 4.9 RADIO	145.46

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
66666-MISC P-CARD VENDOR			
191649	AMAZON MKTPL*NB0RX8NQ0	REPLACEMENT SOOR STRIKES FO	1,064.16
191709	BORDER STATES INDUSTRIES MISC	RADIO REPLACEMENT PA	175.46
191786	AMAZON MKTPL*NI57Z5E70	POWER SUPPLIES FOR 4.9 RADI	211.62
191811	HOTEL CONTESSA TYLER CONNECT	LODGING FOR MAKAYLA	328.69
191812	HOTEL CONTESSA TYLER CONNECT	LODGING	290.05
191813	UNITED 0164495254436	TYLER CONNECT BAGGAGE FE	40.00
191822	CARIBOU COFFEE A TYLER CONNECT	BREAKFAST MAKAYLA	8.48
191823	EINSTEIN KIOSK - DEN TYLER CONNECT	BREAKFAST MAKAY	8.37
191851	AMAZON MKTPL*NI2Y39PO1	REPLACEMENT KVM	62.99
191852	TST*SCHILOS DELI 2.0 TYLER CONNECT	LUNCH MYRA	25.88
191853	TST* TASTES ON THE FLY-ME TYLER CONNECT	BREAKFAST	22.76
191857	DUNKIN #358229 TYLER CONNECT	BREAKFAST MAKAYLA	12.42
191858	RAISING CANES 0312 TYLER CONNECT	DINNER MAKAYLA	12.44
191859	WHATABURGER 336 Q26 TYLER CONNECT	DINNER MAKAYL	11.79
191860	558-WHSMITH TYER CONNECT	WATER MAKAYLA	4.15
191893	DUNKIN #365255 TYLER CONNECT	BREAKFAST MAKAYLA	11.66
191894	SIXFLAGS FT SAN ANTOTX TYLER CONNECT	LUNCH MAKAYLA	31.18
191909	AMAZON MKTPL*NW4PI4902	DISPATCH STATION 1 REPLACEM	1,499.97
191924	CANOPY BY HILTON SAN ANTO TYLER CONNECT	DINNER MYR	60.88
191945	TST* JUSTIN'S ICE CREAM TYLER CONNECT	SNACK MAKAYL	8.35
191946	TST* HUGMAN'S OASIS TYLER CONNECT	DINNER MAKAYLA	40.46
191947	PP*SAN ANTONIO GELATO LLC TYLER CONNECT	SNACK MAKAY	7.90
191993	1532 JCS SA RIVERWALK TYLER CONNECT	DINNER MYRA	38.96
191994	UNITED 0164496371581 TYLER CONNECT	BAGGAGE FE	40.00
191995	ALAMO BISCUIT CO & PAN TYLER CONNECT	LUNCH MYRA	22.59
192010	FIUME PIZZERIA AND WINE B TYLER CONNECT	DINNER MAKAY	28.90
192011	NEWSEXPRESSST2555 TYLER CONNECT	WATER MAKAYLA	4.99
192012	THE RK CULINARY GROUP LLC TYLER CONNECT	BREAKFAST	15.25
192033	MOTEL - TYLER CONFERENCE - MAKAYLA BROWN		928.11

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
66666-MISC P-CARD VENDOR			
	192053	HOTEL CONTESSA TYLER CONNECT LODGING	1,165.91
	192054	HOTEL CONTESSA FB TYLER CONNECT LUNCH MYRA	18.94
	192055	TST* MODERN MARKET B TYLER CONNECT DINNER MYRA	28.81
	192064	SHAKE SHACK TYLER CONNECT DINNER MAKAYLA	26.63
	192065	TST*COMMONWEALTH COFFEEH TYLER CONNECT LUNCH MAKAY	23.27
	192066	THE RK CULINARY GROUP LLC TYLER CONNECT BREAKFAST	15.25
	192158	SQSP* INV182850111 INFORM GILLETTE DOMAINS	60.00
	192172	FS COM INC MPO CABLE FOR DATA CENTER SWITCH REPLAC	663.53
	192233	AMAZON MKTPL*NZ9ES71O0 WH PRINTER ROLLER REPLACEME	39.99
	192242	SQSP* INV183238562 WYOCMA DOMAINS	60.00
	192243	B&H PHOTO 800-606-6969 REPLACEMENT RADIOS FOR 4.9	2,399.94
	192251	AMAZON MKTPL*NN6P14QC2 SWITCH FOR NEW AXON DOCKING	44.91
VENDOR TOTAL:			9,711.10
DIVISION TOTAL:			9,711.10
DEPARTMENT TOTAL:			11,994.86

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	191525	LLRMI - TRUJILLO TRAINING	150.00
	191526	PETCO 2419 - K9 SUPPLIES - KONG	27.29
	191531	SQ *NATIONAL TACTICAL OFF - NTOA MEMBERSHIP FOR TR	50.00
	191532	AMAZON MKTPL*504RX3RP3 - VAHLKAMP PHONE CASE FOR N	22.30
	191533	ICM*InstantCheckmate.com - DETECTIVE MONTHLY APP (35.12
	191551	360TRAINING.COM - PRATHER TIPS CERT	499.00
	191554	GILLETTE NEWS RECORD - YEARLY SUBSCRIPTION	120.00
	191564	TACO JOHNS 3043 - K9 TRAINING	16.27
	191589	ORIGINAL HAMBURGERSTAND 4 - K9 TRAINING	11.12
	191590	ALL CREATURES VETERINARY - K9 FRITZ	725.58
	191600	WAL-MART #1485 - K9 SUPPLIES	24.63
	191604	IN *WALSH POLYGRAPH LLC - WALSH POLYGRAPH FOR REHI	300.00
	191614	JERSEY MIKES 40002 - K9 TRAINING	17.29
	191615	FULL HOUSE CHINESE RESTAU - K9 TRAINING	18.80
	191641	BEARS NATURALLY CLEAN - 1ST PART OF APRIL DRY CLEA	65.00
	191642	BEARS NATURALLY CLEAN - 2ND PART OF APRIL DRY CLEA	186.95
	191643	AMAZON MKTPL*NB8FV0J41 - DAWE PHONE CASE	26.24
	191656	WALMART.COM - K9 TRAINING	69.21
	191667	TEXAS ROADHOUSE #2497 - WASCOP CONFERENCE	112.73
	191671	VOIANCE LLC - INTERPRETATION SERVICES	88.95
	191683	ATT*COURT ORDER CHGS - DETECTIVE SEARCH WARRANT	70.00
	191690	FEDEX36500397 SHIPPING	100.33
	191691	SPO*C85BRANDINGIRON - WASCOP CONFERENCE	72.28
	191717	OLIVE GARDEN 0021828 - WASCOP CONFERENCE	52.30
	191718	DSASUMO THAI CUISINE - WASCOP CONFERENCE	70.45
	191719	THE HANGAR - WASCOP CONFERENCE	65.37
	191720	WYOMING ALE WORKS - WASCOP CONFERENCE	66.95
	191721	Amazon.com - REFUND ITEMS WERE NEVER DELIVERED, LO	-384.96
	191722	AMAZON MKTPL*NB9YK7I01 - PAPER ORGANIZER FOR STORA	27.29

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	191736	ALL CREATURES VETERINARY - K9 FRITZ	305.08
	191737	SPO*EGGINGTON'S - K9 TRAINING	34.65
	191771	FORT DIABLO - K9 TRAINING	19.17
	191808	HAMPTON INNS - DEATON WASCAP	717.20
	191809	HAMPTON INNS - WASSON WASCOP	717.20
	191810	HAMPTON INNS - ALGER WASCOP	717.20
	191815	P4P 888-777-1762 - K9 DOG FOOD	269.58
	191835	DP SERVICE FEE UTILITY - SERVICE FEE FOR HOME RENT	7.23
	191836	UTILITIES SF - CASPER CI 0 - K9 TRAINING HOME RENT	245.16
	191837	SPO*EGGINGTON'S - K9 TRAINING	26.74
	191885	VOODOO DOUGHNUTS AT DE - SPILLMAN CONFERENCE	14.76
	191888	IN *WYOMING WATER SOLUTIO - WATER FOR PD & ACO	157.50
	191896	WALMART.COM 8009256278 - K9 TRAINING	90.03
	191913	PANDA EXPRESS #2068 - MUSSELL & SMALL TRAVEL TO BI	28.40
	191915	LONGHORN STEAK 0125527 - ROTHLEUTNER TRAINING	51.44
	191926	AED SUPERSTORE - SAFETY SUPPLIES	715.77
	191956	ALL CREATURES VETERINARY - K9 FRITZ	542.92
	191957	J'S PUB & GRILL - K9 TRAINING	22.57
	191978	JIMMY JOHNS - 2009 - ECOM - INTERVIEWS - DECA REIM	74.05
	191982	WENDY'S - 9035 - ROTHLEUTNER TRAVEL	21.28
	191992	WM SUPERCENTER #1485 - DRONE EQUIPMENT	66.81
	191996	EXXON CC 124 - ICE FOR PEACE OFFICER MEMORIAL LUNC	44.04
	191997	TOWN PLACE SUITES DENV - ROTHLEUTNER TRAVEL	149.00
	191998	WAL-MART #1485 - PEACE OFFICER MEMORIAL LEGAL UPDA	33.85
	191999	OFFICE DEPOT #2635 - LABELS FROM OFFICE DEPOT	33.59
	192008	BOZEMAN TRAIL STEAKHOU - STUBER TRAVEL FOR INTERVI	23.53
	192019	WMT PLUS 2025 - PERSONAL CHARGE FOR WALMART PLUS M	98.00
	192056	WM SUPERCENTER #1485 - JON HARDY MEMORIAL SNACKS	33.10
	192057	ALBERTSONS #0067 - PEACE OFFICER MEMORIAL LEGAL UP	55.28

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	192070	SQ *THE BLUEBIRD AT THE H - K9 TRAINING	37.18
	192071	SPO*C85BRANDINGIRON - K9 TRAINING	28.04
	192089	SNOOZE - SPILLMAN CONFERENCE	72.48
	192094	TACO BELL #23076 - SUSPECT INTERVIEWS WITH DCI	27.00
	192095	PSI EXAMS - DRONE TEST BRADY NASSET	175.00
	192096	GAYLORD TEXAN FRONT DE - SPILLMAN CONFERENCE	15.94
	192097	GAYLORD TEXAN F&B - SPILLMAN CONFERENCE	38.46
	192098	TEXAS LIVE-LOCKHART - SPILLMAN CONFERENCE	53.62
	192100	BEARS NATURALLY CLEAN - 1ST HALF MAY DRY CLEANING	175.48
	192128	PANCHOS - K9 TRAINING	21.77
	192129	TEXAS ROADHOUSE #2118 - K9 CERT	74.54
	192130	DREW PEARSON SPORTS BA - SPILLMAN CONFERENCE	42.22
	192131	WAL-MART #1315 - K9 CERT	243.90
	192132	WAL-MART #1485 - K9 TRAINING	73.87
	192137	TEXAS ROADHOUSE #2118 - K9 CERT	116.82
	192146	CHEYENNE LITTLE AM F&B - K9 CERT	12.25
	192151	TEXAS ROADHOUSE #2118 - K9 CERT IN CHEYENNE	101.37
	192152	BIG D #30 - K9 CERT IN CHEYENNE	8.66
	192154	GDP*WY LECC - LECC CONFERENCE	150.00
	192155	AMAZON MKTPL*NZ5M43OQ1 - DRONE SUPPLIES	32.61
	192159	TACO BELL #23077 - K9 TRAINING	12.16
	192160	MAVERIK #547 - K9 TRAINING	7.95
	192175	GUADALAJARA MEXICAN REST - K9 CERT	63.97
	192176	LITTLE AMERICA - K9 CERT IN CHEYENNE	13.17
	192177	LOAF N JUG 0119 - K9 CERT IN CHEYENNE	12.56
	192178	MAVERIK #426 - K9 CERT IN CHEYENNE	6.98
	192179	CHEYENNE LITTLE AM F&B - K9 CERT IN CHEYENNE	12.25
	192182	DOMINO'S 6050 - CAPTAIN INTERVIEWS	52.81
	192199	LITTLE AMERICA - K9 CERT IN CHEYENNE - SEE MEMO -	43.30

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
66666-MISC P-CARD VENDOR			
	192200	LITTLE AMERICA - K9 CERT IN CHEYENNE	4.59
	192201	MAVERIK #296 - K9 CERT IN CHEYENNE	5.99
	192202	CHEYENNE LITTLE AM F&B - K9 CERT IN CHEYENNE	12.25
	192206	SQ *FIXIN' STITCHES - PATCHES ON UNIFORMS	84.00
	192207	SP CORNHOLEGAMESUSA - NATIONAL NIGHT OUT ITEMS	1,785.00
	192208	WALMART.COM 8009256278 - BOTTLED WATER FOR PD	54.70
	192215	SPO*C85BRANDINGIRON - K9 TRAINING	38.60
	192226	CHEYENNE LITTLE AMERICA - K9 CERTS IN CHEYENNE	713.85
	192230	CHEYENNE LITTLE AMERICA - K9 CERT	713.85
	192231	CHEYENNE LITTLE AMERICA - K9 CERTS IN CHEYENNE	713.85
	192235	FEDEX288948717020 - OVERNIGHT OF WARRANT FOR DETEC	48.56
	192249	SPO*C85BRANDINGIRON - K9 TRAINING	8.87
	192253	DOWN HOME DINER - K9 CERT	39.25
	192254	HOBBY LOBBY #920 - K9 TOY	8.39
	192256	WALMART.COM - K9 TRAINING	72.43
	192270	Subway 38730 - K9 TRAINING	13.99
		VENDOR TOTAL:	14,066.15
		DIVISION TOTAL:	14,066.15
41-DISPATCH			
66666-MISC P-CARD VENDOR			
	191816	Amazon.com*NI1VO3J20 - KEYBOARDS FOR DISPTACH	380.34
	192234	POSITIVE PROMOTIONS - DISPATCH SUPPLIES	75.70
		VENDOR TOTAL:	456.04
		DIVISION TOTAL:	456.04
42-VOCA/VAWA			
66666-MISC P-CARD VENDOR			
	191640	WAL-MART #1485 - EMERGENCY FINANCIAL FOR VS	74.88
	191668	EXXON CC 124 - EMERGENCY FINANCIAL FOR VS	100.00
	191814	Amazon.com*NW7VV31K2 - SUPPLIES FOR VS	28.36

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001-GENERAL FUND		
40-POLICE DEPARTMENT		
42-VOCA/AWA		
66666-MISC P-CARD VENDOR		
191923	TEXAS ROADHOUSE #2497 OL - TRAVEL FOR CONFERENCE	22.73
191990	WENDY'S #6911 - TRAVEL	10.17
191991	CMON INN CASPER - TRAVEL	110.00
	VENDOR TOTAL:	346.14
	DIVISION TOTAL:	346.14
44-ANIMAL CONTROL		
1283-CAMPBELL PET COMPANY		
192156	CAMPBELL PET COMPANY - ANIMAL CONTROL SUPPLIES	177.12
	VENDOR TOTAL:	177.12
66666-MISC P-CARD VENDOR		
191607	AMAZON MKTPL*NB11F4UK2 - OFFICE SUPPLIES	36.69
191608	GALLS - ANIMAL SHELTER UNIFORM	72.15
191673	AMAZON RETA* NB2RI4BI1 - SHELTER SUPPLIES	31.68
191830	NATIONAL ANIMAL CARE AND - ANIMAL CONTROL TRAINING	170.00
	VENDOR TOTAL:	310.52
	DIVISION TOTAL:	487.64
45-ANIMAL SHELTER		
66666-MISC P-CARD VENDOR		
191557	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	214.00
191645	AMAZON MKTPL*NB8O07F80 - ANIMAL CARE	41.94
191646	ANIMAL MEDICAL CENTER OF - RABIES	48.50
191647	ANIMAL MEDICAL CENTER OF - RABIES	33.00
191648	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIE	244.25
191697	AMAZON MKTPL*NB6QC7691 - DONATIONS	84.90
191701	ANIMAL MEDICAL CENTER OF - RABIES	44.00
191702	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	48.50
191704	RED HILLS VETERINARY HOSP - RABIES	52.00
191727	WALMART.COM 8009256278 - REFUND FOR SKUNK TRAPS NE	-360.36

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001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
66666-MISC P-CARD VENDOR			
191728	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	69.25	
191760	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	68.50	
191779	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	69.25	
191820	BLAIN'S FARM & FLEET - SKUNK TRAPS	354.90	
191831	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	154.00	
191832	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	110.05	
191833	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	68.50	
191834	ANIMAL MEDICAL CENTER OF - RABIES	22.00	
191931	ANIMAL MEDICAL CENTER OF - GRANT	48.50	
191932	ANIMAL MEDICAL CENTER OF - RABIES	22.00	
191954	ANIMAL CARE EQUIPMENT & - ANIMAL CARE	67.68	
192002	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	154.00	
192075	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	124.50	
192108	MWI ANIMAL HEALTH - ANIMAL CARE	57.36	
192109	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	101.00	
192110	RED HILLS VETERINARY HOSP - GRANT	110.50	
192111	ANIMAL MEDICAL CENTER OF - GRANT	176.00	
192112	ANIMAL MEDICAL CENTER OF - RABIES	11.00	
192185	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	48.50	
192210	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	180.50	
192216	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	110.50	
192247	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	301.00	
	VENDOR TOTAL:	2,880.22	
2163-ZOETIS INC			
191889	ZOETIS INC - SHELTER VACCINATIONS	216.00	
	VENDOR TOTAL:	216.00	
	DIVISION TOTAL:	3,096.22	
	DEPARTMENT TOTAL:	18,452.19	

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001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
66666-MISC P-CARD VENDOR			
	191602	NO DESCRIPTION	222.86
	191627	HR	38.86
	191688	POOL INSPECTION LIST	737.65
	191708	POOL PROJECT LIST	54.86
	191742	TOOLS	610.97
	191806	ELEVATOR FLOORING	73.04
	191964	POOL PROJECT LIST	53.58
	191989	DALBY INSPECTION LIGHT	626.98
	192024	POOL PROJECT MEETING	38.16
	192117	POOL PROJECT LIST	-54.98
	192118	POOL PROJECT LIST	11.45
	192119	POOL PROJECT LIST	9.98
	192120	POOL PROJECT LIST	205.12
	192181	POOL PROJECT LIST	65.59
	192193	POOL PROJECT LIST	20.97
	192204	POOL PROJECT LIST	30.41
	192232	LITTLE LEAGUE INSPECTION LIST	58.97
VENDOR TOTAL:			2,804.47
DIVISION TOTAL:			2,804.47
50-PUBLIC WORKS ADMIN			
66666-MISC P-CARD VENDOR			
	191805	BUDGET SUPPLIES FOR BOOKS	16.98
	191879	CHECKED BAG ATTENDING TYLER CONFERENCE	40.00
	191880	FOOD WHILE ATTENDING TYLER CONFERENCE	46.60
	191881	MEAL WHILE ATTENDING TYLER CONFERENCE	20.77
	191919	MEAL WHILE ATTENDING TYLER CONFERENCE	7.03
	191920	MEAL WHILE ATTENDING TYLER CONFERENCE	20.20
	191921	MEAL WHILE ATTENDING TYLER CONFERENCE	15.25
	191983	MEAL WHILE ATTENDING TYLER CONFERENCE	31.15

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
50-PUBLIC WORKS ADMIN			
66666-MISC P-CARD VENDOR			
	191984	MEAL WHILE ATTENDING TYLER CONFERENCE	17.81
	191985	MEAL WHILE ATTENDING TYLER CONFERENCE	45.49
	192044	CHECKED BAG FOR TYLER CONFERENCE	40.00
	192045	ROOM FOR TYLER CONFERENCE	889.62
	192046	FOOD WHILE ATTENDING TYLER CONFERENCE	15.85
	192047	FOOD WHILE ATTENDING TYLER CONFERENCE	26.68
	192183	MATERIAL TO INSTALL MEMORIAL BENCH	31.56
VENDOR TOTAL:			1,264.99
DIVISION TOTAL:			1,264.99
51-PARKS			
66666-MISC P-CARD VENDOR			
	191541	PAINT SUPPLIES SIGNS	20.95
	191546	RODENT CONTROL REPLACEMENT PRUNNERS	208.75
	191547	PAINT BRUSHES FOR PARK SIGNS	17.47
	191558	SUPPLIES FOR ESCS	89.14
	191569	PESTICIDE SUPPLIES	200.72
	191570	SAFETY SUPPLIES- SQUENCHERS	295.48
	191586	PAINT FOR SHOP AND SCORE BOOTHS	151.36
	191609	TOP COAT FOR SPLASH PAD EPOXY IN CONCESSIONS/ BATH	77.96
	191610	SUPPLIES FOR SHOP/ SCORE BOOTHS	96.10
	191611	RAIN SUIT	34.99
	191613	MATERIAL TO REPLACE POWER SUPPLY ON LITTLE LEAGUE	200.03
	191637	GARBAGE CAN FOR UNIT 72/ PAINT FOR SINCLAIR TUNNEL	177.71
	191726	REPAIR PARTS BACK FLOW 4J	117.10
	191729	SUPPLIES FOR FLOOR EXPOXY/ WALL PATCHING	132.62
	191730	SOCKET SET FOR FIRE STATION	70.94
	191746	LITTLE LEAGUE CONCESSION BLDG	135.37
	191747	COPIED KEYS FOR LL CONCESSION BLD MAINTENANCE SET	27.24
	191748	DALBEY REPLACEMENT EYEWASH/ CLEAR HEAD SHIELDS	53.28

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001-GENERAL FUND			
50-PUBLIC WORKS			
51-PARKS			
66666-MISC P-CARD VENDOR			
	191759	PIT LADDER AND PUC GLUE IRRIGATION SUPPLIES	266.98
	191761	BRODY PARK/ SHOSHONE AVE	300.00
	191769	MATERIAL TO REPAIR SEAT ON ROWING MACHINE HERTIAGE	23.67
	191790	EARMUFFS/ ELECTROLITES	92.55
	191829	MATERIAL TO REPAIR SEAT ON ROWING MACHINE	12.96
	191907	LITTLE LEAGUE FIELD LIGHTS REPAIR	151.99
	191930	REPAIR PARTS CITY HALL IRRIGATION	9.08
	191933	CHIPS FOR EPOXY/ CHAINLINK	86.02
	191934	PLASTIC CHAINLINK- KEEP CARS FROM PARKING ON IRRIG	39.58
	191949	MATERIAL TO REPAIR SEAT ON ROWING MACHINE HERITAGE	31.44
	191950	REPLACEMENT MATERIAL FOR UNIT 70	5.99
	191963	STRING TRIMMER HEADS	448.44
	192014	MATERIAL TO REPLACE OUTDATED POWER SUPPLY BOXES ON	398.90
	192060	GILLETTE AVE SOUTH REPAIR PARTS	19.68
	192081	ADOPT A PLANTER VOLUNTEER PICK UP	82.87
	192084	WATER HEATER (REPLACEMENT) DALBEY SHOP	379.00
	192085	TIE DOWN STRAPS FOR EQUIPMENT HAULING	41.90
	192086	PARTS FOR RV DUMP H2O SYSTEM	55.14
	192113	TOP COAT FOR EPOXY/ TOOL SET FOR ECSC	132.81
	192114	POWDER RIVER HOMES	217.20
	192121	REPLACEMENT BLADE FOR UNIT 70	15.00
	192157	DIRT FOR PLANTERS/ LEAD HOSE FOR HOSE CART	25.84
	192184	TOOL FOR UNIT 70	11.98
	192209	HOSE CONNECTIONS AND HOLDERS FOR RV DUMP	77.88
	192214	LITTLE LEAGUE 1,2,3 ICE MACHINE	3,357.90
	192236	ECSC MULTI USE FIELDS	134.97
	192248	DALBEY PARK SUPPLIES	144.71
	192264	IRRIGATION REPAIR (PLANTER) DALBEY	109.30
	192266	DRINKING FOUNTAIN REPAIR PARTS FOR ECSC	132.55

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001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
66666-MISC P-CARD VENDOR		
192267	HWY 59	85.80
	VENDOR TOTAL:	8,999.34
	DIVISION TOTAL:	8,999.34
53-FORESTRY		
66666-MISC P-CARD VENDOR		
191524	FORESTRY TOOLS	144.92
191562	RAIN GEAR FOR CREW	32.76
191588	CREDIT FOR RAIN GEAR RETURNED DUE TO WRONG SIZE	-32.76
191650	SAFETY BOOTS FOR WENDY	164.69
191824	SUPPLIES FOR PRESENTATION AND TREE PLANTING WITH G	13.48
192245	PARTS FOR WATER TRUCK	9.92
192246	PARTS FOR WATER TRUCK	13.21
	VENDOR TOTAL:	346.22
4296-RAYNE GARDENS		
191534	TREE FOR ARBOR DAY PLANTING	283.25
	VENDOR TOTAL:	283.25
	DIVISION TOTAL:	629.47
54-STREETS		
66666-MISC P-CARD VENDOR		
191553	MOWING SUPPLIES	17.01
191563	SHANE BOOTS	179.99
191638	MOWING SUPPLIES	9.65
191679	MSHA TRAINING FOR WILL, ALYSSA, AND BRANDON	545.00
191979	SCRUB BRUSHES, POLES, BUCKET TO CLEAN LAKEWAY FENC	94.86
192198	BRUSHES/ BUCKET FOR LAKEWAY FENCE	94.86
	VENDOR TOTAL:	941.37
	DIVISION TOTAL:	941.37
	DEPARTMENT TOTAL:	14,639.64

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
66666-MISC P-CARD VENDOR		
191794	MEAL - TYLER CONFERENCE - JOE	10.99
191910	MEAL - TYLER CONFERENCE - JOE	93.02
191971	MEAL - TYLER CONFERENCE - JOE	104.77
191972	MEAL - TYLER CONFERENCE - JOE	19.20
191973	MEAL - TYLER CONFERENCE - JOE	36.28
192031	MEAL - TYLER CONFERENCE - JOE	20.46
192032	AIRPORT SHUTTLE - TYLER CONFERENCE - JOE	46.00
192087	MOTEL - TYLER CONFERENCE - JOE	1,482.70
192088	MEAL - TYLER CONFERENCE - JOE	12.87
192255	OFFICE SUPPLIES	48.65
	VENDOR TOTAL:	1,874.94
	DIVISION TOTAL:	1,874.94
61-BUILDING INSPECTION		
66666-MISC P-CARD VENDOR		
191863	AIRLINE BAGGAGE FEE - TYLER CONFERENCE, DAVID S.	40.00
191864	MEAL - TYLER CONFERENCE - DAVID, JOE	37.11
191865	MEAL - TYLER CONFERENCE - DAVID	30.89
191866	MEAL - TYLER CONFERENCE - DAVID, JOE	101.24
191925	ALBERTSONS #0067 - WATER FOR B.O.E. MEETINGS	7.98
191955	MEAL - TYLER CONFERENCE - DAVID	9.50
192017	MEAL - TYLER CONFERENCE - DAVID	15.46
192018	MEAL - TYLER CONFERENCE - DAVID	14.71
192068	MOTEL - TYLER CONFERENCE - DAVID	1,186.16
192069	AIRLINE BAGGAGE FEE - TYLER CONFERENCE, DAVID S.	40.00
	VENDOR TOTAL:	1,483.05
	DIVISION TOTAL:	1,483.05

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
62-TRAFFIC SAFETY		
66666-MISC P-CARD VENDOR		
191905	COFFEE POT	69.00
	VENDOR TOTAL:	69.00
4980-XPRESSMYSELF.COM LLC		
192165	WASTEWATER SIGNS	257.15
	VENDOR TOTAL:	257.15
	DIVISION TOTAL:	326.15
63-PLANNING		
66666-MISC P-CARD VENDOR		
191792	MEAL - TYLER CONFERENCE - MEREDITH	6.34
191842	MEAL - TYLER CONFERENCE - MEREDITH	10.38
191843	MEAL - TYLER CONFERENCE - MEREDITH	10.68
191844	CAB - TYLER CONFERENCE - MEREDITH	65.00
191845	AIRLINE BAGGAGE FEE - TYLER CONFERENCE - MEREDITH	40.00
191846	MEAL - TYLER CONFERENCE - MEREDITH	11.48
191873	MEAL - TYLER CONFERENCE - MEREDITH	5.82
191874	MEAL - TYLER CONFERENCE - MEREDITH	3.02
191875	MEAL - TYLER CONFERENCE - MEREDITH	26.43
191876	MEAL - TYLER CONFERENCE - MEREDITH	6.27
191877	MEAL - TYLER CONFERENCE - MEREDITH	9.58
191908	MEAL - TYLER CONFERENCE - MEREDITH	7.63
191966	MEAL - TYLER CONFERENCE - MEREDITH	23.49
191967	AIRLINE BAGGAGE FEE - TYLER CONFERENCE - MEREDITH	40.00
191968	MEAL - TYLER CONFERENCE - MEREDITH	9.43
191969	MEAL - TYLER CONFERENCE - MEREDITH	13.00
191970	UBER - TYLER CONFERENCE - MEREDITH	22.93
192028	MEAL - TYLER CONFERENCE - MEREDITH	25.64
192029	MEAL - TYLER CONFERENCE - MEREDITH	30.83
192030	MOTEL - TYLER CONFERENCE - MEREDITH	1,251.11

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
63-PLANNING		
66666-MISC P-CARD VENDOR		
192237	DEV SERVICES QUARTERLY TEAM BUILDING	70.70
	VENDOR TOTAL:	1,689.76
	DIVISION TOTAL:	1,689.76
64-CODE COMPLIANCE		
66666-MISC P-CARD VENDOR		
192115	CODE COMPLIANCE SHIRTS	171.90
	VENDOR TOTAL:	171.90
	DIVISION TOTAL:	171.90
	DEPARTMENT TOTAL:	5,545.80

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
03-PUBLIC ACCESS		
66666-MISC P-CARD VENDOR		
191670	WORK TABLE FOR OFF SITE LOCATIONS	54.94
	VENDOR TOTAL:	54.94
	DIVISION TOTAL:	54.94
31-CITY CLERK/PRINT SHOP		
66666-MISC P-CARD VENDOR		
191530	TRAINING - ALICIA ALLEN	60.00
191585	POSTAGE	500.00
191755	POSTAGE	500.00
191883	DEPUTY CLERK TRAINING COURSE	240.00
191884	SHIPPING - J. LANG	11.40
192093	STAMPS.COM STMNT 4.17-5.17.25	48.74
192180	POSTAGE	500.00
	VENDOR TOTAL:	1,860.14
	DIVISION TOTAL:	1,860.14
32-JUDICIAL		
66666-MISC P-CARD VENDOR		
191616	TYLER CONFERENCE: LODGING DEPOSIT	309.71
191617	MUNICIPAL CONF: MEALS	54.83
191618	MUNICIPAL CONF: MEALS	11.45
191619	MUNICIPAL CONF: MEALS	17.88
191651	MUNICIPAL CONF: MEALS	37.13
191652	MUNICIPAL CONF: MEALS	21.09
191653	MUNICIPAL CONF: MEALS	12.50
191657	MUNICIPAL CONF: LODGING LINDSEY	240.00
191658	MUNICIPAL CONF: LODGING LESLEE	240.00
191775	TYLER CONFERENCE: BAGGAGE (LINDSEY)	35.00
191777	TYLER CONFERENCE: BAGGAGE (LINDSEY)	35.00
191898	TYLER CONFERENCE: MEAL	29.93
191899	TYLER CONFERENCE: MEAL	28.51

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001-GENERAL FUND			
65-PUBLIC AFFAIRS DEPARTMENT			
32-JUDICIAL			
66666-MISC P-CARD VENDOR			
191958		TYLER CONFERENCE: MEAL	104.57
191959		TYLER CONFERENCE: MEAL	7.85
191960		TYLER CONFERENCE: MEAL	17.48
192021		TYLER CONFERENCE: MEAL	28.52
192022		TYLER CONFERENCE: MEAL	44.14
192073		TYLER CONFERENCE: MEAL	29.11
192074		TYLER CONFERENCE: LODGING	619.45
		VENDOR TOTAL:	1,924.15
		DIVISION TOTAL:	1,924.15
65-PUBLIC AFFAIRS ADMINISTRATION			
66666-MISC P-CARD VENDOR			
191573		ESPIOC CONFERENCE: MEAL	13.80
191574		ESPIOC CONFERENCE: MEAL	14.77
191594		ESPIOC CONFERENCE: MEAL	27.56
191630		ESPIOC CONFERENCE: LODGING	322.81
191631		ESPIOC CONFERENCE: MEAL	21.60
		VENDOR TOTAL:	400.54
		DIVISION TOTAL:	400.54
		DEPARTMENT TOTAL:	4,239.77
		FUND TOTAL:	58,842.67

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
66666-MISC P-CARD VENDOR			
	191741	ADOPT A PLANTER SUPPLIES	110.82
	191785	ADOPT A PLANTER SUPPLIES	178.86
	192082	ADOPT A PLANTER FLOWERS CHILDRENS MEMORIAL FLOWERS	236.57
	192166	GILLETTE AVE ADOPT A PLANTER BASKET LINERS	648.48
	192191	GILLETTE AVE FLOWERS	232.97
	192212	DALBY PARK STUDY OPEN HOUSE HOSPITALITY	80.00
		VENDOR TOTAL:	1,487.70
		DIVISION TOTAL:	1,487.70
		DEPARTMENT TOTAL:	1,487.70
		FUND TOTAL:	1,487.70

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Invoice Number		Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
66666-MISC P-CARD VENDOR			
191536		WAT - EAGLE RIDGE CB	72.00
191537		USPS FEE GRWS PH V 20UT02	80.30
191772		WAT - FOX RIDGE CB	-36.74
191773		WAT - FOX RIDGE CB	36.74
191838		WAT - FOX RIDGE CB	398.84
191839		WAT - PEOPLES CB	39.47
191840		WAT - FOX RIDGE CB	31.50
191897		WAT - FOX RIDGE CB	97.14
192020		WAT - FOX RIDGE CB	295.30
192072		WAT - FOX RIDGE CB	16.94
192186		WAT - FOX RIDGE CB	345.66
192271		WAT - PEOPLES CB	162.20
		VENDOR TOTAL:	1,539.35
		DIVISION TOTAL:	1,539.35
		DEPARTMENT TOTAL:	1,539.35
		FUND TOTAL:	1,539.35

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Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
70-UTILITIES ADMINISTRATION		
66666-MISC P-CARD VENDOR		
191522	BACKFLOW TEST GAUGE CALIBRATION	145.00
191716	RETIREMENT GIFT/ROBIN KUNTZ	23.98
191756	RETIREMENT GIFT/DECORATIONS - ROBIN KUNTZ	44.26
191886	RETIREMENT GIFT DUPLICATE RETURN	-16.99
192051	SERVICE CHARGE (4.15.25 TO 5.15.25)	37.49
	VENDOR TOTAL:	233.74
	DIVISION TOTAL:	233.74
71-ELECTRICAL ENGINEERING		
66666-MISC P-CARD VENDOR		
191539	EE PLOTTER INK	214.20
191593	CITY OF GILLETTE BUSINESS APPAREL	34.98
191660	CITY OF GILLETTE BUSINESS APPAREL	121.38
191743	CITY OF GILLETTE BUSINESS APPAREL (RETURN)	-34.98
191868	CITY LOGO EMBROIDERY	18.00
192025	CITY OF GILLETTE BUSINESS APPAREL	60.84
192142	UTILITY EXPO 2025 REGISTRATION FEE	89.00
192263	CITY LOGO EMBROIDERY	36.00
	VENDOR TOTAL:	539.42
	DIVISION TOTAL:	539.42
76-SCADA		
66666-MISC P-CARD VENDOR		
191521	FINE PERMANENT MARKERS	20.98
191565	SCADA SUPPLIES & TOOLS	25.21
191620	75' FLEXIBLE ETHERNET CABLE	24.51
191659	ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	29.36
191783	MEN WORKING TRAFFIC SIGN	560.08
191784	ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	7.14
191901	ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	17.67
191902	ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	85.37

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Invoice Number		Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND			
70-UTILITIES			
76-SCADA			
66666-MISC P-CARD VENDOR			
191980		THE HOME DEPOT #6005 - FIBER TRAILER SUPPLIES	11.94
192133		ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	51.16
192134		ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	2.00
192141		ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	35.61
192189		ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	-4.48
192258		ACCIDENTAL PERSONAL CHARGE/CONNIE ANDERSON (REIMBU	71.58
		VENDOR TOTAL:	938.13
		DIVISION TOTAL:	938.13
		DEPARTMENT TOTAL:	1,711.29
		FUND TOTAL:	1,711.29

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Invoice Number		Invoice Description	Amount
502-SOLID WASTE FUND			
50-PUBLIC WORKS			
55-SOLID WASTE			
66666-MISC P-CARD VENDOR			
	192224	BRUSHES/ BOX FOR WASH TRAILER	37.95
		VENDOR TOTAL:	37.95
		DIVISION TOTAL:	37.95
		DEPARTMENT TOTAL:	37.95
		FUND TOTAL:	37.95

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1991-HACH COMPANY		
191774	CALIBRATION EQUIPMENT FOR CHLORINE ANALYZERS	306.05
	VENDOR TOTAL:	306.05
66666-MISC P-CARD VENDOR		
191529	PINE RIDGE VAULT NEW SAMPLE LINE INSTALL	115.91
191550	CONFINED SPACE IDLH MONITOR FOR BRAD PER CHRISTY (860.32
191552	TRUCK STOCK	77.08
191559	REGIONAL REPAIRS	277.68
191560	REGIONAL REPAIRS	92.11
191561	REGIONAL REPAIRS	5.51
191566	ENCLOSURE FOR IT SWITCH	279.06
191577	CORE CLASS HOURS	19.90
191578	WRENCH FOR REGIONAL PIPELINE	269.41
191584	SAMPLE QUILL FOR CLORINE RESIDUAL (PINE RIDGE)	154.23
191591	100' 2/0 DLO CABLE FOR GENERATORS	550.83
191595	WRENCH FOR REGIONAL PIPELINE	239.47
191596	NEW WORK BOOTS	179.99
191621	REPLACEMENT TAPE FOR UNITS 119 & 159	22.97
191654	SWITCH COVER	18.82
191663	WWA ANNUAL MEETING & CONFERENCE	75.00
191680	2ND QUARTER SAFETY LUNCH	35.72
191703	RESTOCKING AFTER FLUSHING	312.28
191711	NITROGEN FOR UNIT 229	40.32
191712	2ND QUARTER SAFETY LUNCH	99.22
191714	PRDF NaCLO TANK TRANSFER SYSTEM	138.12
191733	CLOTHING ALLOWANCE - WORK JACKET	89.99
191751	COOLER FOR SENDING PFAS SAMPLES	34.99
191763	SALES TAX REFUNDED FOR MEALS @ WRWA CONFERENCE 4/1	-3.58
191764	PARTS FOR AQUATIC CENTER	96.17
191765	PARTS FOR 8 MILE REPAIR	228.91

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
66666-MISC P-CARD VENDOR			
	191791	FORM BOARDS FOR CONCRETE	15.40
	191796	U-BOLTS FOR FH5 GAE AND BATTERIES FOR UNIT 229 SPO	24.46
	191797	FR PANTS	215.98
	191821	UNIT 227 TRUCK STOCK	49.98
	191828	ORANGE SAFETY VEST	15.25
	191882	PRDF IRON REMOVAL FILTER FOR GEN/BRINE & BRINE FIL	163.97
	191900	ENCLOSURE FOR IT SWITCH AT PSS3	327.17
	191922	GREASE/GUN FOR EAST ZONE	32.15
	191944	UNIT 227 TRUCK STOCK	19.08
	191986	ROBBY 1ST ATTEMPT @ WY DISTRIBUTION SYSTEMS LEVEL	106.00
	191987	ROBBY 1ST ATTEMPT @ wy WATER TREATMENT PLANT LEVEL	106.00
	191988	PFOS/PFOA TEST SHIPING	430.64
	192007	BATTERY CLAMPS FOR FUEL CELL	3.27
	192009	PARTS FOR 8 MILE REPAIR	46.78
	192013	PRIMER SPRAY	13.46
	192041	PIPE FOR S-26	632.70
	192078	STAINLESS STEEL TAPCONS	98.40
	192079	LEAK DETECTION BOX	59.99
	192092	GEN 10/20, ACID CLEANING, NEUTRALIZING	139.84
	192116	PARTS FOR 8 MILE REPAIR	56.86
	192138	AMPP - CP1 CLASS	2,728.00
	192139	PRDF LEAK REPAIR SPARE PARTS	827.13
	192140	AWWA ACE25 REGISTRATION	475.00
	192188	WEATHER PROOF LIGHT SWITCH COVER	10.56
	192211	NEW WORK BOOTS	200.00
	192213	AWWA ACE25 REGISTRATION	475.00
	192227	3" PVC PIPE FOR CP TEST STATIONS	39.64
	192238	TRAINING COURSE FEE	201.00
	192241	FLASHLIGHT FOR CHECKING PITS LCRR	39.99

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Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
66666-MISC P-CARD VENDOR			
	192244	HARD HAT HOLDER & VEST	32.06
	192262	AWWA ACE25 REGISTRATION	705.00
	192268	AWWA ACE25 REGISTRATION	475.00
	192269	AWWA ACE25 REGISTRATION	830.00
VENDOR TOTAL:			13,906.19
2038-POWDER RIVER POWER			
	191766	PARTS FOR AQUATIC CENTER	116.70
	191892	PARTS FOR AQUATIC CENTER	51.25
VENDOR TOTAL:			167.95
DIVISION TOTAL:			14,380.19
77-SWIMMING POOL			
66666-MISC P-CARD VENDOR			
	191622	POOL/LIFEGUARD PARKAS	763.26
	191623	POOL/PAINT FOR WHALE	153.76
	191624	POOL/EXTENSION CORD FOR VACUUM	79.98
	191867	POOL/DRILL FOR MIXING CHEMICAL	323.14
	192023	POOL/FITTINGS FOR DRINKING FOUNTAINS	6.92
	192080	POOL/FITTINGS FOR DRINKING FOUNTAINS	13.60
	192161	POOL SUPPLIES/STEEL CART	214.95
	192162	POOL/LIFE JACKETS FOR KIDS	181.58
	192163	POOL/SPRAYER FOR CHEMICALS	37.35
	192164	POOL/RACKS & HANGERS FOR PARKAS	83.32
	192190	POOL/CLEANING SUPPLIES	93.77
VENDOR TOTAL:			1,951.63
DIVISION TOTAL:			1,951.63
DEPARTMENT TOTAL:			16,331.82
FUND TOTAL:			16,331.82

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
66666-MISC P-CARD VENDOR			
	191523	SPLICES	19.32
	191540	COPPER WIRE	145.85
	191555	APPRENTICESHIP BOOKS/MATT HUTTON (YEAR 4)	675.90
	191556	CODY HOTLINE SCHOOL TUITION	325.00
	191568	DRILL BITS	51.14
	191601	ELECTRICAL SAFETY DRAWING CONTEST PRIZES	29.54
	191605	DESKTOP DRY ERASE BOARD	40.24
	191625	1" KNOCKOUT TOOL	76.83
	191626	HOOKS FOR BUCKET TRUCK	263.08
	191635	AMAZON MARK* N231H2WN0 REPLACEMENT CAMERA BRACKETS	99.00
	191636	AMAZON MKTPL*N25PC3RO0 SUBSTATION CAMERA BRACKET	144.95
	191644	NITROGEN GAS FOR SUBSTATIONS	172.47
	191664	MESA HOTLINE SCHOOL - BREAKFAST ON 5.5.25	7.70
	191665	ELECTRICAL SAFETY DRAWING CONTEST PRIZES	34.56
	191672	MESA HOTLINE SCHOOL/BREAKFAST ON 5.5.25	7.75
	191674	MESA HOTLINE SCHOOL/LUNCH ON 05.04.25	11.44
	191676	DROP CORD REEL - SHOP	70.64
	191682	BORDER STATES INDUSTRIES - SUBSTATIONS CAMERA DETE	168.07
	191685	MESA HOTLINE SCHOOL/DINNER ON 5.4.25	48.88
	191686	MESA HOTLINE SCHOOL/DINNER ON 5.5.25	23.80
	191687	MESA HOTLINE SCHOOL/BREAKFAST ON 5.6.25	7.70
	191689	FEDEX36501277 SHIPPING	234.41
	191693	MESA HOTLINE SCHOOL/LUNCH ON 5.5.25	22.80
	191694	MESA HOTLINE SCHOOL/DINNER ON 5.4.25	45.00
	191695	MESA HOTLINE SCHOOL/DINNER ON 05.05.25	23.80
	191696	MESA HOTLINE SCHOOL/BREAKFAST ON 5.6.25	9.54
	191698	MESA HOTLINE SCHOOL/LUNMCH ON 05.05.25	13.00
	191699	MESA HOTLINE SCHOOL - DINNER ON 5.4.25	37.48
	191700	MESA HOTLINE SCHOOL - DINNER ON 5.5.25	24.92

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
66666-MISC P-CARD VENDOR			
	191707	DROP CORD REEL - SHOP	150.15
	191715	MESA HOTLINE SCHOOL/DINNER ON 5.6.25	20.20
	191723	SEALER FOR DESICCANT SYSTEM	6.98
	191724	MESA HOTLINE SCHOOL/DINNER ON 05.06.25	25.00
	191725	MESA HOTLINE SCHOOL/BREAKFAST ON 5.7.25	8.83
	191734	MESA HOTLINE SCHOOL - DINNER ON 5.6.25	30.00
	191735	FIRST AID SUPPLIES	55.40
	191753	MESA HOTLINE SCHOOL/BREAKFAST ON 5.8.25	11.39
	191754	MESA HOTLINE SCHOOL/DINNER ON 5.7.25	30.96
	191757	MESA HOTLINE SCHOOL/BREAKFAST ON 5.8.25	7.75
	191758	MESA HOTLINE SCHOOL/DINNER ON 5.7.25	40.00
	191767	MESA HOTLINE SCHOOL - DINNER ON 5.7.25	35.20
	191768	MESA HOTLINE SCHOOL - BREAKFAST ON 5.8.25	12.00
	191770	HAMMER	34.34
	191801	MESA HOTLINE SCHOOL/DINNER ON 5.8.25	13.25
	191802	MESA HOTLINE SCHOOL/HOTEL	670.65
	191803	MESA HOTLINE SCHOOL/BREAKFAST ON 5.9.25	21.36
	191804	MESA HOTLINE SCHOOL/LUNCH ON 5.8.25	9.97
	191807	FEDEX36642297 SHIPPING	35.52
	191818	MESA HOTLINE SCHOOL/HOTEL	630.65
	191819	MESA HOTLINE SCHOOL/BREAKFAST ON 5.9.25	19.73
	191825	MESA HOTLINE SCHOOL/DINNER ON 5.8.25	23.89
	191826	MESA HOTLINE SCHOOL/HOTEL	630.65
	191827	MESA HOTLINE SCHOOL/BREAKFAST ON 5.9.25	25.14
	191854	MESA HOTLINE SCHOOL/DINNER ON 05.11.25	68.00
	191861	MESA HOTLINE SCHOOL/DINNER ON 5.11.25	68.00
	191862	MESA HOTLINE SCHOOL/DINNER ON 5.11.25	68.00
	191869	SUBSTATION SECURITY CAMERAS	194.87
	191887	ELECTRICAL SAFETY DRAWING CONTEST PRIZES	31.42

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
66666-MISC P-CARD VENDOR			
191928		MESA HOTLINE SCHOOL/DINNER ON 5.13.25	68.00
191929		MESA HOTLINE SCHOOL/DINNER ON 5.12.25	68.00
191951		MESA HOTLINE SCHOOL/DINNER ON 5.12.25	68.00
191952		MESA HOTLINE SCHOOL/LUNCH ON 5.12.25	10.18
191953		MESA HOTLINE SCHOOL/DINNER ON 5.12.25	54.73
192015		MESA HOTLINE SCHOOL/DINNER ON 5.13.25	68.00
192016		MESA HOTLINE SCHOOL/DINNER ON 5.13.25	68.00
192043		AMAZON MKTPLACE PMTS SUBSTATION CAMERA BRACKET RET	-144.95
192052		ELECTRICAL SAFETY DRAWING CONTEST PRIZES	12.36
192058		MESA HOTLINE SCHOOL/LUNCH ON 5.14.25	12.28
192059		MESA HOTLINE SCHOOL/LUNCH ON 05.15.25	20.84
192067		MESA HOTLINE SCHOOL/DINNER ON 5.14.25	54.98
192102		MESA HOTLINE SCHOOL/HOTEL	630.65
192103		MESA HOTLINE SCHOOL - BREAKFAST ON 5.16.25	10.76
192104		MESA HOTLINE SCHOOL/LUNCH ON 5.16.25	53.94
192105		MESA HOTLINE SCHOOL/DINNER ON 5.15.25	41.78
192106		MESA HOTLINE SCHOOL/LUNCH ON 5.14.25	28.12
192107		MESA HOTLINE SCHOOL/DINNER ON 5.15.25	5.19
192122		MESA HOTLINE SCHOOL/DINNER ON 5.15.25	68.00
192123		MESA HOTLINE SCHOOL/HOTEL	630.65
192124		MESA HOTLINE SCHOOL/BREAKFAST ON 5.16.25	18.78
192125		MESA HOTLINE SCHOOL/DINNER ON 5.15.25	68.00
192126		MESA HOTLINE SCHOOL/HOTEL	630.65
192127		MESA HOTLINE SCHOOL/DINNER ON 5.16.25 (O'CONNELL &	66.93
VENDOR TOTAL:			8,427.98
DIVISION TOTAL:			8,427.98
DEPARTMENT TOTAL:			8,427.98
FUND TOTAL:			8,427.98

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
66666-MISC P-CARD VENDOR			
	191544	SHELF AND TRASH CANS FOR CAM-PLEX LS	41.91
	191548	SHELF AND PLIERS FOR CAM-PLEX LS	39.98
	191549	SCRAPER FOR CAM-PLEX LS/ MULTIMETER FOR CATHOTIC	171.97
	191567	LAB CHEMICALS FOR PRACTICE TEST	723.24
	191572	WRENCHES FOR CAM-PLEX LS	40.94
	191583	SAFETY SHOES	143.99
	191597	TOOLS	173.28
	191598	AIR LINE FILTER FOR AC1701	54.99
	191599	TOOLS, CLEANING, SUPPLIES FOR 200, SS PIPE PARTS	498.89
	191633	REPLACEMENT TOOLS AND SUPPLIES FOR COG WWTP	369.60
	191675	3/4" MEYERS HUB AND WEATHERHEAD	19.61
	191690	FEDEX36500397 SHIPPING	137.78
	191705	FLASHLIGHT FOR BRETT P.	129.11
	191706	GREASE & BATTERY CHARGER FOR WWTP INVENTORY	105.98
	191710	RAIN JACKET AND PANTS FOR GARRETT & TREVOR	179.50
	191713	BATTRY FOR GARAGE DOOR OPENERS & NEW SHADES FOR SU	48.59
	191738	BROWN CHAULK	13.46
	191739	CONDUIT AND PARTS FOR BITTER CREEK LIGHT	30.64
	191740	SEPTAGE SHEETS	229.00
	191750	THE HOME DEPOT #6005 PARTS & SUPPLIES FOR SCALE HO	110.21
	191780	DOOR STOPPERS FOR INVENTORY @ WWTP	39.72
	191781	PHOTO CELL FOR BITTER CREEK	30.10
	191782	EXTERIOR LIGHTS AND TAPCONS	237.32
	191793	AMAZON MKTPL*NI82J7GP0 COAX ADAPTER FOR SCALE HOUS	13.63
	191799	SLINGS AND REPLACEMETN PARTS FOR PLANTS	768.31
	191800	SHELF FOR SAFETY ITEMS	38.99
	191817	SAFETY GLASSES FOR INVENTORY	131.76
	191850	AMAZON MKTPL*NI6KD4XB0 - HEADWORKS BAY DOOR INTRUS	179.97
	191878	PAINT FOR B&B LIFT STATIONS	65.00

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	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
66666-MISC P-CARD VENDOR			
	191912	SUPPLIES FOR COG WWTF	198.17
	191916	NOZZLES FOR POWER WASHER	24.97
	191917	PAINT SUPPLIES FOR B&B LIFT STATION	96.45
	191918	TOOL ORGANIZERS FOR COLLECTION MAINTENANCE SHOP	354.77
	191927	TOOLBOX FOR SHOP	1,469.98
	191962	TOOLS FOR WWTP INVENTORY	96.58
	191977	GASKETS	64.08
	192000	TOOLBOX FOR SHOP	1,399.98
	192001	REFUND FOR SALES TAX	-1,469.98
	192040	TOOLS FOR RAS PROJECT	379.75
	192050	SCALE HOUSE TREATS	47.93
	192076	DEWALT BATTERIES	105.33
	192077	LED LAMP FOR CENTRIFUGE	53.13
	192090	BORDER STATES INDUSTRIES - HEADWORKS BAY DOOR INTR	147.87
	192099	AMAZON RETA* NW5XR50C0 ERGO KEYBOARD & MOUSE FOR B	56.95
	192101	TOOLS FOR COLLECTION	162.59
	192149	AIR DUSTER FOR PROJECT	24.99
	192173	TRANSFER PUMP AND HOSE FOR TECH CENTER	109.98
	192187	DEWALT BATTERIES REFUNDED	-105.33
	192229	BORDER STATES INDUSTRIES - WW Blower RAS PLC Upgra	682.31
	192250	TRASH PUMP FOR PUMPING AERATION BASINS DOWN	436.97
	192257	BATTERY FOR HYDROLIC PUMP	49.99
	192259	FUNNELS FOR GAS	13.94
	192261	6 PAIRS OF HIP LENGTH BOOTS FOR ALL OPERATORS @ WW	560.00
	192265	WORK BOOTS	365.44
		VENDOR TOTAL:	10,094.31
1697-NORTHWEST SCIENTIFIC INC			
	191538	LAB SUPPLIES	235.87
	191592	LAB CHEMICALS	137.99

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1697-NORTHWEST SCIENTIFIC INC		
191903	LAB CHEMICALS	231.83
191904	LAB CHEMICALS	139.57
	VENDOR TOTAL:	745.26
2038-POWDER RIVER POWER		
192225	CAM-LOCK O-RINGS & OIL PIGS	345.76
	VENDOR TOTAL:	345.76
	DIVISION TOTAL:	11,185.33
	DEPARTMENT TOTAL:	11,185.33
	FUND TOTAL:	11,185.33

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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			
191571		DISTILLED WATER	5.97
191639		VM	216.39
191666		CULLIGAN OF THE BLACK HIL WATER CW PARKS	-13.50
191677		FLEET CREW ROOM	548.00
191678		CW CUSTODIAL SUPPLIES	38.68
191948		SHOP FIRST AID KIT	299.97
192153		CUSTODIAL SUPPLIES	78.12
192205		CUSTODIAL SUPPLIES	90.58
		VENDOR TOTAL:	1,264.21
		DIVISION TOTAL:	1,264.21
		DEPARTMENT TOTAL:	1,264.21
		FUND TOTAL:	1,264.21

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	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
66666-MISC P-CARD VENDOR			
	191527	EXXON CC 202 - FUEL PD 47	32.38
	191528	PARTS FOR PARKS PRESEASON CHECK ON WEEDEATERS/ BLO	233.00
	191576	ASE STUDY BOOK	30.95
	191579	ASE TEST FOR SARAH	93.00
	191580	PARTS FOR WEEDEATER	79.00
	191581	CONOCO - HOMAX #1 - FUEL PD 47	31.39
	191582	PARTS FOR UNIT 51P096	27.00
	191587	2 ASE TESTS FOR TONY	152.00
	191629	FUEL IN CASPER	26.12
	191632	ASE STUDY BOOK	32.94
	191634	LOAF N JUG 0130 - FUEL PD 47	24.15
	191655	FUEL FOR 200215 GRAND JUNCTION	39.09
	191681	LOAF N JUG 0130 - FUEL PD 47	33.43
	191684	TECH TIP SUBSCRIPTION FOR HEAVY DUTY SNAP ON SCAN	1,308.00
	191744	FUEL FOR 230224 ADMIN TRIP	44.00
	191745	EXXON CC 202 - FUEL PD 1	31.21
	191752	CONOCO - STOP-N-GO - FUEL PD 47	32.20
	191787	FUEL FOR 200215 IN GRAND JUNCTION	60.30
	191788	FUEL FOR 200215 GRAND JUNCTION	40.70
	191798	SHELL OIL 57444279202 - FUEL PD 47	25.34
	191841	FUEL FOR 200215 POWER IN GRAND JUNCTION	46.11
	191872	LOAF N JUG 0012 - FUEL PD 13	36.58
	191906	CONOCO - CONOMART IV - MUSSELL & SMALL TO BILLINGS	34.68
	191914	SHELL OIL 57444279202 - FUEL PD 47	23.59
	191961	MAVERIK #296 - FUEL PD 17	11.45
	191965	RENO JUNCTION TRVL PLZA - FUEL PD 13	42.54
	191981	SHELL OIL 57444279202 - FUEL PD 47	20.72
	192003	PARTS FOR SANDER S19	780.60
	192026	FUEL FOR 200068 WATER TRIP IN COLORADO	57.89

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Invoice Number		Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
66666-MISC P-CARD VENDOR			
	192027	FUEL FOR 20015 POWER IN GRAND JUNCTION	64.78
	192042	MAVERIK #547 - FUEL PD 47	32.56
	192048	HYD MOTOR FOR UNIT 27	3,910.29
	192049	NO DESCRIPTION	477.53
	192063	NEW WORK BOOTS	143.99
	192083	FUEL FOR 200215 POWER IN GRAND JUNCTION	25.00
	192091	EXXON CC 202 - FUEL PD 47	17.55
	192135	SHELL OIL 57446511305 - FUEL PD 59	24.00
	192136	SHELL OIL 57446511305 - FUEL PD 31	22.33
	192144	LITTLE AMERICA - FUEL PD 31	30.35
	192145	LITTLE AMERICA - FUEL PD 59	37.25
	192147	LITTLE AMERICA - FUEL PD 4	45.17
	192150	LOAF N JUG 0130 - FUEL PD 47	36.36
	192168	LITTLE AMERICA - FUEL PD 59	23.00
	192169	LITTLE AMERICA - FUEL PD 31	21.57
	192170	LITTLE AMERICA - FUEL PD 4	19.95
	192174	CONOCO - HOMAX #1 - FUEL PD 47	18.50
	192194	LITTLE AMERICA - FUEL PD 31	20.02
	192195	LITTLE AMERICA - FUEL PD 59	24.00
	192196	LITTLE AMERICA - FUEL PD 4	22.48
	192197	LITTLE AMERICA - FUEL PD 4	18.35
	192203	NO DESCRIPTION	177.00
	192218	LITTLE AMERICA - FUEL PD 59	22.02
	192219	LITTLE AMERICA - FUEL PD 31	20.71
	192220	LITTLE AMERICA - FUEL PD 59	22.00
	192221	LITTLE AMERICA - FUEL PD 31	20.54
	192222	SHELL OIL 57446511305 - FUEL PD 59	25.05
	192223	SHELL OIL 57446511305 - FUEL PD 31	27.01
	192228	SHELL OIL 57444279202 - FUEL PD 47	32.02

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	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
66666-MISC P-CARD VENDOR			
	192260	MAVERIK #5052 - FUEL PD 47	38.14
		VENDOR TOTAL:	8,849.88
		DIVISION TOTAL:	8,849.88
		DEPARTMENT TOTAL:	8,849.88
		FUND TOTAL:	8,849.88
		GRAND TOTAL:	109,678.18

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
5051-HEALTHEQUITY, INC.		
192278	WEEKLY CLAIMS	2,429.58
	VENDOR TOTAL:	2,429.58
2672-UMB BANK		
192279	MAY 2025 P-CARDS	109,678.18
	VENDOR TOTAL:	109,678.18
4701-WYOMING COOPERATIVE LIQUID ASSETS SECURITIES		
192280	TRANSFER EXCESS GEN FUND AND 1% FUND CASH	3,000,000.00
	VENDOR TOTAL:	3,000,000.00
	DIVISION TOTAL:	3,112,107.76
	DEPARTMENT TOTAL:	3,112,107.76
	FUND TOTAL:	3,112,107.76

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Invoice Number	Invoice Description	Amount
201-1% FUND		
00-UNDEFINED		
00-UNDEFINED		
4701-WYOMING COOPERATIVE LIQUID ASSETS SECURITIES		
192280	TRANSFER EXCESS GEN FUND AND 1% FUND CASH	1,000,000.00
	VENDOR TOTAL:	1,000,000.00
	DIVISION TOTAL:	1,000,000.00
	DEPARTMENT TOTAL:	1,000,000.00
	FUND TOTAL:	1,000,000.00

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Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
2493-BLACK HILLS POWER & LIGHT		
192272	MAY 2025 WYGEN III CAPITAL AND O&M	834,257.00
192273	MAY 2025 CTII ENERGY	10,106.57
192274	MAY 2025 WYGEN III ANCILLARY	549,321.62
192275	MAY 2025 TRANSMISSION	251,613.64
	VENDOR TOTAL:	1,645,298.83
2697-BLACK HILLS WYOMING LLC		
192276	MAY 2025 CTII CAPITAL AND O&M	122,156.93
192277	MAY 2025 CTII ENERGY	286,169.89
	VENDOR TOTAL:	408,326.82
	DIVISION TOTAL:	2,053,625.65
	DEPARTMENT TOTAL:	2,053,625.65
	FUND TOTAL:	2,053,625.65
	GRAND TOTAL:	6,165,733.41

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	192586	WEEKLY CLAIMS	2,999.67
	192587	HRS/FSA DEDUCTION INVOICE	1,242.02
	192588	WEEKLY CLAIMS	2,967.79
		VENDOR TOTAL:	7,209.48
2435-WYOMING STATE			
	192591	JUNE 2025 SALES AND USE TAX	7.75
		VENDOR TOTAL:	7.75
		DIVISION TOTAL:	7,217.23
		DEPARTMENT TOTAL:	7,217.23
		FUND TOTAL:	7,217.23

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Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
00-UNDEFINED		
00-UNDEFINED		
4701-WYOMING COOPERATIVE LIQUID ASSETS SECURITIES		
192590	CAPITAL FACILTIES TAX PROCEEDS - JULY 24-JUNE 25	83.63
	VENDOR TOTAL:	83.63
	DIVISION TOTAL:	83.63
	DEPARTMENT TOTAL:	83.63
	FUND TOTAL:	83.63

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Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
2435-WYOMING STATE			
192591		JUNE 2025 SALES AND USE TAX	115,747.02
		VENDOR TOTAL:	115,747.02
		DIVISION TOTAL:	115,747.02
		DEPARTMENT TOTAL:	115,747.02

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	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2697-BLACK HILLS WYOMING LLC			
	192585	JULY 2025 CT GROUND LEASE	4,505.36
		VENDOR TOTAL:	4,505.36
2365-WYODAK RESOURCES DEVELOPMENT CORP			
	192589	JULY 2025 WYGEN III GROUND LEASE	45,396.56
		VENDOR TOTAL:	45,396.56
		DIVISION TOTAL:	49,901.92
		DEPARTMENT TOTAL:	49,901.92
		FUND TOTAL:	165,648.94

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Invoice Number		Invoice Description	Amount
505-SEWER FUND			
00-UNDEFINED			
00-UNDEFINED			
2435-WYOMING STATE			
	192591	JUNE 2025 SALES AND USE TAX	558.75
		VENDOR TOTAL:	558.75
		DIVISION TOTAL:	558.75
		DEPARTMENT TOTAL:	558.75
		FUND TOTAL:	558.75

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Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
2557-BLUE CROSS BLUE SHIELD OF WYOMING		
192593	DRUG COSTS, WEEKLY CLAIMS, COTIVITI, CASH FLOW	-125,306.66
	VENDOR TOTAL:	-125,306.66
	DIVISION TOTAL:	-125,306.66
	DEPARTMENT TOTAL:	-125,306.66

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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		
192592	JUNE 2025 ADMIN FESS AND STOP/LOSS	105,388.50
192593	DRUG COSTS, WEEKLY CLAIMS, COTIVITI, CASH FLOW	101,561.53
192594	DRUG COSTS, WEEKLY CLAIMS, COTIVITI, CASH FLOW	124,745.82
192595	DRUG COSTS, WEEKLY CLAIMS, COTIVITI, CASH FLOW	49,511.35
	VENDOR TOTAL:	381,207.20
5051-HEALTHEQUITY, INC.		
192596	JULY 2025 ADMIN FEES	250.25
	VENDOR TOTAL:	250.25
	DIVISION TOTAL:	381,457.45
	DEPARTMENT TOTAL:	381,457.45
	FUND TOTAL:	256,150.79
	GRAND TOTAL:	429,659.34



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Mayor Lundvall - \$440.00

SUGGESTED ACTION:

I move for the approval of the conflict claims for Mayor Lundvall.

CASE BACKGROUND:

S & S Builders - N Gurley @ Trailer Park Entrance - \$440.00

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Conflict Claims](#)

Expenditure Approval Report
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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
54-STREETS			
1493-S & S BUILDERS			
	192363	N GURLEY @ TRAILER PARK ENTRANCE	440.00
		VENDOR TOTAL:	440.00
		DIVISION TOTAL:	440.00
		DEPARTMENT TOTAL:	440.00
		FUND TOTAL:	440.00
		GRAND TOTAL:	440.00



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **July 22, 2025**

TITLE:

Development Services Fees and Charges

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

ORDINANCE 2ND READING

Council Consideration of an Ordinance to Amend Chapter 18, Sections 18-2 through 5, 18-7 through 11, 18-20 through 22 of the Gillette City Code.

SUGGESTED ACTION:

I move for Approval of the Ordinance to Amend Chapter 18, Sections 18-2 through 5, 18-7 through 11, 18-20 through 22 of the Gillette City Code.

PROJECT NUMBER:

NA

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 7/0

An update to Chapter 18 Streets and Sidewalks was needed to help correct, update and clarify many sections that were outdated or simply not used with today's construction practices. A summary of these modifications are listed below for reference, in no particular order:

1. Update table of contents as needed.
2. Updated the need for a permit to obstruct the ROW not to exceed 30 minutes. It was 5 minutes.
3. Updated all City of Gillette Construction and Design Standards to "the current adopted edition of the City of Gillette Construction and Design Standards" throughout entire section.
4. Removed the \$75 fee for each compaction test for the City to pay for. Left in the compaction testing schedule so contractors can complete all work.
5. Removed Deposit Requirements with each permit. The deposit amounts were outdated and no deposit was collected in many years.
6. Updated language that the permit can be an original "or electronic".
7. Clarified that any city employee can request to see the ROW permit not just Public Works Department, Development Services Department or Police Officer.
8. Added verbiage of "without approval of the City Engineer" with the permit. This states the permittee to transfer or assign the permit to any other person, without approval of the City

Engineer.

9. Removed the word “tunnel” from wording when someone wants to bore under a newly constructed street. This allows boring only unless it’s deemed an emergency.
10. Changed 2 hours to 30 minutes for when a permittee who obstructs the public way to notify PD, FD, Hospital and local news media.
11. Changed retaining walls to be constructed at least 6 feet from back of curb (instead of 4 feet). This helps ensure future construction of sidewalks can be placed with forms within the ROW.
12. Changed the height of a retaining wall shall not be constructed more than 4 feet in height (instead of 3 feet).
13. Added “Any retaining wall constructed at or greater than four (4) feet in height shall obtain a building permit.” This aligns with the current building codes.

ACTUAL COST VS BUDGET:

NA

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Chapter 18 Proposed Amendments](#)

[Chapter 18 for approval](#)

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 18, SECTIONS 18-2, 18-3, 18-4, 18-5, 18-7, 18-8, 18-9, 18-10, 18-11, 18-20, 18-21 AND 18-22 OF THE GILLETTE CITY CODE.

RECITAL: the Governing Body of the City of Gillette desires to amend Chapter 18 Sections 18-2 “Permit for Excavation or Construction Within a Public Way or Public Easement”, 18-3 “Permit for Placing Stone, Timber, etc., on Public Way”, 18-4 “Permit for Obstructing Public Ways”, 18-5 “Eligibility Requirements”, 18-7 “Fee for Compaction Tests”, 18-8 “General Deposit”, 18-9 “Special Deposit”, 18-10 “Conditions”, 18-11 “Construction General”, 18-20 “Retaining Walls”, 18-21 “Driveways” and 18-22 “Curb and Gutter” of the Gillette City Code.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 18 of the Gillette City Code is amended to read as follows (with changes noted in red):

Article I. In General.

§18-1. Definitions.

§18-2. Permit for Excavation or Construction Within a Public Way or Public Easement.

§18-3. Permit for Placing Stone, Timber, etc., on Public Way.

§18-4. Permit for Obstructing Public Ways.

§18-5. Eligibility Requirements.

§18-6. Permit Fee.

§18-7. ~~Fee for~~ Compaction Tests.

§18-8. Corrective Actions~~General Deposit~~.

§18-9. ~~Special Deposit~~Unused

§18-10. Conditions.

§18-11. Construction General.

§18-12. Street Cuts.

§18-13. Traffic control and Signing

Article II. In General.

§18-14 Regulation of Trees in Public Ways.

§18-15. Damaging, etc., Street Signs.

§18-16. Renaming streets.

§18-17. Removal of obstructions by owner or occupant of abutting property--Generally.

§18-18. Permitting sidewalks to remain out of repair or unsafe or dangerous.

§18-19. Monuments, Property Corners, Reference Points.

§18-20. Retaining Walls.

§18-21. Driveways.

§18-22. Curb and Gutter.

§18-1. Definitions.

City - City of Gillette

City Engineer - City Engineer of the City of Gillette or his authorized representative.

Construction - Any work performed within a Public Way including but not limited to the repair, alteration, or new construction of streets, sidewalks, curb and gutter, driveways, retaining walls, drainage structures, water lines, sewer lines, electrical power lines, telephone lines, gas lines or television lines, etc..

Excavation - Any work where material, such as soil, asphalt, concrete or gravel, is cut, removed and replaced with suitable material including but not limited to street cuts, curb cuts, sidewalk cuts, driveway cuts, or cuts in public easements.

Person - Any person, firm, partnership, association, corporation, company, or organization of any kind.

Public Easement - Public right-of-way, including but not limited to street right-of-way, public drainage ways and alleys.

Public Way - Public right-of-way, including but not limited to street right-of-way, public drainage ways and alleys. (Ord. No. 1211, 6-29-81.)

Article I. Permits.

Division I. Types of right-of-way (ROW) Permits

§18-2. Permit for Excavation of Construction Within a Public way Or Public Easement.

No person shall begin excavation or construction within a Public Way or Public Easement without first obtaining a permit from the City Engineer. If, however, an emergency arises in which it becomes necessary to make immediate excavations in order that the public safety be preserved, then in that event, it shall not be necessary to secure the above said permit prior to making said excavations, provided however, that said permit shall be secured within two (2) working days after said excavation, each day thereafter will be considered a separate offense. (Ord. 1211, 6-29-81.)

§18-3. Permit for Placing Stone, Timber, etc., on Public Way.

No person shall place or cause to be placed any stone, brick, timber, lumber, plank, board, or other material for building or for any purpose whatever in or upon any Public Way without a permit from the City Engineer. (Ord. 1211, 6-29-81.)

§18-4. Permit for Obstructing Public Ways.

No person shall cause the complete obstruction of any Public Way for a continuous period of time, not to exceed ~~five (5)~~ thirty (30) minutes, unless he first obtains a permit from the City Engineer. Designated Arterial and Collector streets shall never be completely obstructed without first obtaining a permit from the City Engineer. (Ord. 1211, 6-29-81.)

Division II. Permit Requirements and Fees.

§18-5 Eligibility Requirements.

No person will be eligible to receive a permit to work in any Public Way unless said person holds a valid Class A Contractors License, issued by the City Building Inspector and said person has provided either a general or special deposit. Exceptions to the eligibility requirements are as follows:

(a) An individual property owner may perform limited Construction or repair work immediately adjacent to his property without having a Class A contractors License or without providing either a general or special deposit. The Construction or repair work the property owner is limited to is Construction or repair of sidewalks, ~~curb and gutter~~ and driveway sections. However, the property owner is still required to obtain a permit from the City Engineer and must perform the Construction or repair work in conformance with the ~~the~~ current adopted edition of the City of Gillette Construction Specifications and Design Standards.

(b) City of Gillette maintenance personnel, when performing work for the City, are not required to obtain a permit, nor are they required to have a Class A Contractors License or a deposit. (Ord. 1211, 6-29-81.)

§18-6. Permit Fee.

The permit fee is twenty-five dollars (\$25.00). This fee will cover the cost of inspections and administration by the City. (Ord. 3945, 4/03/18)

§18-7. ~~Fee for~~ Compaction Tests with ROW permit.

~~A fee of seventy five dollars (\$75.00) will be charged for each required compaction test.~~
The minimum number of compaction tests is determined as follows:

- (a) One compaction test for every twenty (20) lineal feet of curb and gutter.
- (b) One compaction test for every two hundred (200) square feet of sidewalk and driveway section.
- (c) One compaction test for every twenty (20) lineal feet of trench excavation for each six (6) feet of depth; or one compaction test for every twenty (20) cubic yards of excavation, whichever is greater.
- (d) The schedule of compaction tests for general construction work shall comply with the the current adopted edition of the City of Gillette Construction Specifications and Design Standards. (Ord. 3945, 4/03/18)

Division III. ~~Deposit~~Corrective Requirements.

§18-8. ~~General Deposit~~Corrective Actions

~~Any person applying for a permit must either have a general deposit on file with the City or shall provide a special deposit at the time of applying for the permit.~~

~~(a) — The general deposit will normally be required from persons who apply for excavation permits on a regular basis. The fee schedule for the general deposit shall be as follows:~~

~~(1) — When excavations average up to 100 square feet per month, the deposit shall be \$500.00.~~

~~(2) — When excavations average 100 to 1000 square feet per month, the deposit shall be \$1500.00.~~

~~(3) — When excavations average 1000 to 5000 square feet per month, the deposit shall be \$3000.00.~~

~~(a)(b)~~ — If the permittee fails to complete the required work within the allowed time or if the work is not done in accordance with City Specifications or City Code, the City will cause the work to be done satisfactorily. The City shall then present a bill to the permittee for the amount expended plus a service charge of 15%.

~~(be)~~ Upon receipt of a bill from the City for services performed ~~in B.~~, the permittee shall make full payment to the City within ~~thirtytwo~~ (230) working days.

(cd) If the permittee does not make full payment within ~~thirtytwo~~ (230) working days, the City shall draft funds from the permittee's general deposit to cover the cost of the work plus the 15% service charge.

(de) The city shall not issue any further permits to the permittee until all bills for work performed ~~abovein B.~~ are paid in full, ~~and the general deposit has been reestablished to it's full amount.~~ (Ord. 1211, 6-29-81.)

~~§18-9. Special Deposit.(Unused)~~

~~(a) — A Special Deposit will be required from persons who apply for excavation permits very infrequently. A Special Deposit will also be required from persons who apply for permits for obstructing public ways and for permits for placing stone, timber, etc., on a public way. The Special Deposit will be required at the time of application for their permit and the fee for the Special Deposit will be determined as follows:~~

~~—— (1) — The Special Deposit for an excavation permit shall be based on a current schedule of costs that will be posted in the City Engineer's Office. The schedule or costs will be determined on the basis of current prices for labor and materials plus a percentage of the labor and material costs.~~

~~—— (2) — The Special Deposit fee on permits for Obstructing Public Ways and permits for Placing Stone, Timber, etc. on Public Ways shall be a standard \$100.00.~~

~~(b) — Upon completion of the work and after the City Engineer has inspected and approved the work, the Special Deposit will be returned to the permittee. However, if the permittee fails to complete the required work within the allowed time or if the work is not done in accordance with City Specifications, the City will draft the permittee's entire Special Deposit to redo or complete the work.~~ (Ord. 1211, 6-29-81.)

Division IV. Conditions and Construction Requirements

§18-10. Conditions.

The following conditions are in effect regarding the issuance of permits. If any person is found to be not in conformance with one or more of these conditions, a stop work order will be issued by the City. The stop work order will remain in effect until the conditions are in conformance.

- (a) The person applying for a permit ~~shall must execute an agreement with the City. The agreement shall~~ state the type ~~and quality~~ of work to be performed, shall give the date when the work will be completed, shall provide a site plan showing the location of the work to be performed and shall provide a one year warranty from the date the work is completed.
- (b) The original or electronic permit shall be kept at the work site during construction. At the request of any ~~city Public Works Department employee, Development Services Department employee, or Police Officer,~~ the permittee shall display the original issued permit.
- (c) The permittee cannot transfer or assign the permit to any other person.
- (d) The permittee may not have more than three (3) active permits at any one time unless permission is obtained from the City Engineer.
- (e) Excavation permits will not be issued for a period of 2 years on streets that have been newly ~~paved, repaved or~~ reconstructed. The only exception is in the case of an emergency declared by the City Engineer. When additional underground service utilities are needed on a new street, the permittee will be required to ~~tunnel or~~ bore the ~~new~~ street in order to provide said services.
- (f) One permit may cover more than one excavation provided that one contractor is involved, the work is performed as a continuous operation and the work is in one general location.
- (g) The permittee is responsible for contacting "ONE CALL OF WYOMING" before doing any excavation. Permittee is responsible for damages to underground utilities in accordance with the Wyoming Underground Facilities Notification Act, §§ 37-12-301-306.
- (h) If any public way will be completely obstructed for a period of more than ~~two (2) hours~~ thirty (30) minutes, the permittee shall notify the Police Department, Fire Department, Hospital and local news media of the type of obstruction, ~~and~~ the length of time the public way will be obstructed and a map showing the obstructed area with temporary traffic control.
- (i) If any public utility will be out of service for more than five (5) minutes, the permittee shall notify the appropriate persons or agencies who will be affected.
- (j) Any person having an excavation permit for any public way or public easement in the City, shall provide a fence or a barrier around said excavation and shall display a lighted sign at said excavation during the hours of darkness. All barricading and signing shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and the Wyoming Supplement to the MUTCD.

(k) If repairs cannot be made due to inclement weather conditions, the permittee shall maintain barricades or the surface of the excavation at his own expense until the complete repair can be made properly. In the case of winter street excavations, cold mix asphalt will be placed in the excavation as often as necessary to maintain a smooth travel surface.

(l) Upon completion and prior to City approval of any permitted work where utility services were provided, the permittee shall contact the Utilities Service Coordinator and provide a sketch showing the location of the new services in relation to property corners or in relation to existing manholes, fire hydrants, or water valves.

(m) The permittee shall indemnify and hold harmless the City of Gillette and its agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the permitted work. (Ord. 3945, 4/03/18)

§18-11. Construction, General.

(a) All construction will be performed in accordance with the current adopted edition of the City of Gillette Construction Specifications and Design Standards.

(b) For requirement governing the cutting and repair of streets, see the current adopted edition of the City of Gillette Construction Specifications and Design Standards. (Ord. 3945, 4/03/18)

§18-12. Traffic Control and Signing.

The permittee is required to maintain traffic control and provide adequate signing for vehicle and pedestrian traffic until the permit work is completed. (Ord. 1211, 6-29-81.)

§18-13. Penalty.

Any person convicted of violating §18-1 through §18-12 inclusive shall be guilty of a misdemeanor and shall be fined an amount not to exceed Seven-Hundred-Fifty Dollars (\$750.00) per day or part thereof for each day the offense continues. (Ord. 1211, 6-29-81.)

Article II. General.

§18-14 Regulation of Trees in Public Ways.

SECTION I PURPOSE

It shall be the purpose of this ordinance to provide for the safety of persons and property by guarding against certain sign obstructions to both pedestrians and vehicular traffic and to provide supervisory care for the City of Gillette urban forest system.

SECTION II DEFINITIONS

The following definitions shall apply in the interpretation and enforcement of this Ordinance.

(1) "Street Trees" are defined as trees and other woody vegetation, including shrubs, lying within a dedicated public street or alley right of way or within a dedicated public access easement.

(2) "Public Ways" are defined as property along streets and alleys which lie in a dedicated public right of way or public access easement, including the City owned property lying between the street curb and the property boundary.

(3) "Boulevard of Trees" is defined as those streets where the City of Gillette has responsibility for the planting, care, and maintenance of street trees. The following streets are included in the Boulevard of trees:

(a) Wyoming State Highway No. 59, also known as Douglas Highway, from the South City limits north to Eighth Street.

(b) U.S. Highway No. 14-16, also known as Second Street, from Richards Avenue west to the north City limits.

(c) U.S. Highway No. 14/16, also known as Second Street, from Miller Avenue east to the east City limits including any portion of Wyoming Highway No. 50 included in the route.

(d) 4-J Road from Eighth Street south to the south City limits.

(e) Gillette Avenue from First Street south to Fifth Street.

The care and maintenance of trees or other landscaping installed by the owner or developer of property adjacent to the Boulevard of Trees as a requirement of the City of Gillette Zoning Ordinance, are the responsibility of the particular owner or developer.

(4) "Parks" are defined as all property dedicated to the public for use as park or recreational areas.

(5) "Green Belt Drainage Ways" are defined as all public property including dedicated easements that have the primary function of storing, detaining, or containing storm water discharges.

SECTION III CREATION AND ESTABLISHMENT OF A CITY TREE BOARD

There is hereby created and established a City Tree Board for the City of Gillette, Wyoming, which shall be the Gillette Parks and Beautification Board.

SECTION IV DUTIES AND RESPONSIBILITIES OF THE CITY TREE BOARD

It shall be the responsibility of the City Tree Board to develop a written yearly recommendation for the care, preservation, planting, maintenance, and removal of street trees and trees located in parks, greenbelt drainage areas, or other public areas.

The Tree Board shall consider, investigate and recommend upon any special matter or question regarding the tree ordinance. Staff assistance and advice will be provided by the City Parks and Landscaping Superintendent, the City Engineer, and the Director of Utilities.

SECTION V MAINTENANCE OF TREES AND PLANT GROWTH ON PUBLIC WAYS

(1) It shall be unlawful for any person to plant, remove, destroy, cut, or deface, or in any way injure any tree or shrub located in a public way of the City without the approval of the City Administrator or his designee. There shall be no charge for any permit used to implement an approval process.

(2) Except in areas designated as Parks or within the Boulevard of Trees, plantings may be made within Public Ways by the owner of the abutting property who shall be responsible for the maintenance of all such plantings.

(3) The City may, at all times, trim, remove, or otherwise treat any trees or other plant growth within a Public Way in its sole discretion as it may deem necessary in the public interest. Street trees shall be trimmed so they do not obstruct illumination of any street light or view of traffic signals or signs.

(4) Property owners must maintain trees/shrubs on their property and the public way abutting their property so they do not protrude over sidewalks or in any way interfere with the free passage of any person along streets and sidewalks in the City.

(5) The Tree Board can require any property owner to remove any tree or shrub on their property upon discovery of any destructive or communicable disease or other pestilence which endangers the growth, health, or well being of trees or plants in the City, by serving a written notice describing the diseased plants and setting a date by which the removal work shall be performed, upon the property owner. The action of the Board shall be supported by a report from a qualified individual containing a positive identification of the diseases or other pestilence which shall be served with the notice. Examples of diseases or other pestilence which require the removal of trees include Dutch Elm Disease and Pine Bark Beetle infestations.

Upon failure of any person to comply with the provisions of a removal notice within the time set by the Tree Board, the City may cause the removal work to be done and charge the cost of the removal work to the property owner. All charges for the removal of trees or plants pursuant to this section duly ordered by the Tree Board shall be due and payable 15 days from the date a bill detailing the charges is mailed to the property owner at the address used by the County Treasurer for property taxes. The City may institute an appropriate legal action for the recovery of removal charges thereafter and shall be entitled to the recovery of all of its reasonable attorneys fees incurred in the collection of the removal charge even if no legal action is filed.

SECTION VI SPACING AND UTILITIES

1. The distance between street trees and the distance from sidewalks, streets, or curbs on public ways shall be determined by the Tree Board to provide for and conform with the mature growth of the species involved. The City Administrator or his designee shall maintain information and/or drawings, as needed, to assist the public in determining appropriate distances.

2. No street tree shall be planted within the sight triangle as defined by the City of Gillette Zoning Ordinance. No street trees shall be planted closer than ten (10) feet from any fire hydrant.

3. No street trees, other than those specifically approved by the Tree Board, may be planted under or within ten (10) lateral feet of any overhead utility wire, or over or within five (5) lateral feet of any underground waterline, sewer line, transmission line, or other utility.

4. No trees or shrubs shall be planted in any public way or utility easement without the owner or person responsible for the planting first obtaining utility locates for the planting area.

5. No tree or shrub shall be planted in a dedicated drainage easement, including a greenbelt drainage way, without the specific written approval of the City Engineer.

SECTION VII TREE SERVICE LICENSE

It shall be unlawful for any person or firm to engage in the business or occupation of trimming, spraying or removing street trees without first applying for and procuring a Contractor's License. All applicants shall file evidence of possession of liability insurance and applicants who intend to spray shall file evidence of possession of a Wyoming Commercial Herbicide, Pesticide Applicator's License.

SECTION VIII OTHER DUTIES OF THE TREE BOARD

The Tree Board shall have other duties including:

- (a) Developing tree planting and tree care programs to assist the residents of the City in establishing and maintaining the urban forest system.
- (b) Provide recommendation to City Staff and City Council on programs related to the urban forest system.
- (c) Coordinate with other public and private entities with an interest in the urban forest system. (C.O. 1948, §176; Ord 1861, 10-19-92)

§18-15. Damaging, etc., Street Signs.

It shall be unlawful for any person to damage, deface, or destroy any street or traffic control sign that may be placed to mark a street or to control traffic in the City.

§18-16. Renaming streets.

The official name of any street, avenue, or other public thoroughfare is that name appearing on the plat or other instrument originally dedicating such street to a public use, unless said name is changed by action of the governing body as hereafter provided. The governing body may by resolution change the name of a street, avenue or other public highway when it finds that the name to be changed duplicates another previously used name or when it finds that a change would advance the public interest in promoting clarity and uniformity in street names. The resolution shall state with clarity the affected city subdivision, the name to be changed, the change sought and a short statement explaining the findings of the governing body supporting the change. The city clerk shall keep all such resolutions passed pursuant to this ordinance and shall cause a copy of each to be filed with the clerk of Campbell County and ex-officio recorder of deeds. (Ord. 908, §1, 11-21-77.)

§18-17. Removal of obstructions by owner or occupant of abutting property--
Generally.

(a) It shall be unlawful for any person owning or occupying any property within the city or abutting upon any street thereof to permit any obstruction other than snow to remain upon any sidewalk in front of or adjacent to property so owned or occupied for a period of more than twelve hours after such obstruction has obstructed free passage of such sidewalk. (C.O. 1948, § 250.)

(b) The owners of occupants of any real estate in the city shall be required to remove the snow from the sidewalk adjoining such property within twenty-four hours after the fall of the snow; provided, that only the snow lying on the sidewalks may be pushed into the streets; and provided further that no accumulation of snow from privately owned lands or from parking areas shall be removed and pushed into the street. (Ord. 489, § 1, 2-1-65.)

§18-18. Permitting sidewalks to remain out of repair or unsafe or dangerous.

It shall be unlawful for any owner or occupant of any premises knowingly to permit or suffer any sidewalk abutting on or in front of any building or premises owned or occupied by him to be or to remain out of repair so as to be in any way unsafe or dangerous to travelers thereon.

Any person who shall violate any of the provisions of the first paragraph of this section and any person who, after having received a notice from the building inspector that such sidewalk is out of repair and in an unsafe or dangerous condition, shall fail, neglect or refuse to comply with the requirements of such notice or shall fail, neglect or refuse to put the sidewalk in a safe condition shall be guilty of a misdemeanor. (C.O. 1948, § 245; Ord. 549, § 1, (9-16-68.)

§18-19. Monuments, Property Corners, Reference Points.

Whosoever shall willfully or negligently cause the displacement, removal of or alteration of the location of any monument, property corner or any reference point in the boundary of a tract of land; or deface or alter markings upon any monument, property corner or landmark used for the purpose of designating any point course; or line in the boundary of any tract of land; or break, cut down or remove any monument, landmark or property corner upon which such mark is made shall be guilty of a misdemeanor and be fined not more than \$200.00. (Ord. 1122, 7-21-80.)

§18-20. Retaining Walls.

It shall be unlawful to construct a retaining wall in a public way or a public easement unless approved by the City Engineer in writing. the retaining wall is constructed at least (4) feet back of curb; and the retaining wall is construct not more than three (3) feet in height. Any retaining wall constructed at or greater than four (4) feet in height requires engineered plans and shall obtain a building permit.

§18-21. Driveways.

All driveway sections shall be installed as far as possible from a street intersection and shall be constructed in accordance with the current adopted edition of the City of Gillette Design Standards and Construction Specifications.

§18-22. Curb and Gutter.

It shall be unlawful for any person to remove only the curb section when reconstructing curb and gutter. The entire curb and gutter section must be removed and replaced in accordance with the current adopted edition of the City of Gillette Design Standards and Construction Specifications. The City Engineer may allow exceptions when he finds the proposed repair procedure adequately protects City streets.

First Reading: July 1, 2025.

Second Reading: July 15, 2025.

PASSED AND APPROVED on Third and Final Reading this 5th day of August 2025.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 18, SECTIONS 18-2, 18-3, 18-4, 18-5, 18-7, 18-8, 18-9, 18-10, 18-11, 18-20, 18-21 AND 18-22 OF THE GILLETTE CITY CODE.

RECITAL: the Governing Body of the City of Gillette desires to amend Chapter 18 Sections 18-2 “Permit for Excavation or Construction Within a Public Way or Public Easement”, 18-3 “Permit for Placing Stone, Timber, etc., on Public Way”, 18-4 “Permit for Obstructing Public Ways”, 18-5 “Eligibility Requirements”, 18-7 “Fee for Compaction Tests”, 18-8 “General Deposit”, 18-9 “Special Deposit”, 18-10 “Conditions”, 18-11 “Construction General”, 18-20 “Retaining Walls”, 18-21 “Driveways” and 18-22 “Curb and Gutter” of the Gillette City Code.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 18 of the Gillette City Code is amended to read as follows (with changes noted in red):

Article I. In General.

§18-1. Definitions.

§18-2. Permit for Excavation or Construction Within a Public Way or Public Easement.

§18-3. Permit for Placing Stone, Timber, etc., on Public Way.

§18-4. Permit for Obstructing Public Ways.

§18-5. Eligibility Requirements.

§18-6. Permit Fee.

§18-7. Compaction Tests.

§18-8. Corrective Actions.

18-9. Unused§18-10. Conditions.

§18-11. Construction General.

§18-12. Street Cuts.

§18-13. Traffic control and Signing

Article II. In General.

§18-14 Regulation of Trees in Public Ways.

§18-15. Damaging, etc., Street Signs.

§18-16. Renaming streets.

§18-17. Removal of obstructions by owner or occupant of abutting property--Generally.

§18-18. Permitting sidewalks to remain out of repair or unsafe or dangerous.

§18-19. Monuments, Property Corners, Reference Points.

§18-20. Retaining Walls.

§18-21. Driveways.

§18-22. Curb and Gutter.

§18-1. Definitions.

City - City of Gillette

City Engineer - City Engineer of the City of Gillette or his authorized representative.

Construction - Any work performed within a Public Way including but not limited to the repair, alteration, or new construction of streets, sidewalks, curb and gutter, driveways, retaining walls, drainage structures, water lines, sewer lines, electrical power lines, telephone lines, gas lines or television lines, etc..

Excavation - Any work where material, such as soil, asphalt, concrete or gravel, is cut, removed and replaced with suitable material including but not limited to street cuts, curb cuts, sidewalk cuts, driveway cuts, or cuts in public easements.

Person - Any person, firm, partnership, association, corporation, company, or organization of any kind.

Public Easement - Public right-of-way, including but not limited to street right-of-way, public drainage ways and alleys.

Public Way - Public right-of-way, including but not limited to street right-of-way, public drainage ways and alleys. (Ord. No. 1211, 6-29-81.)

Article I. Permits.

Division I. Types of right-of-way (ROW) Permits

§18-2. Permit for Excavation of Construction Within a Public Way Or Public Easement.

No person shall begin excavation or construction within a Public Way or Public Easement without first obtaining a permit from the City Engineer. If, however, an emergency arises in which it becomes necessary to make immediate excavations in order that the public safety be preserved, then in that event, it shall not be necessary to secure the above said permit prior to making said excavations, provided however, that said permit shall be secured within two (2) working days after said excavation, each day thereafter will be considered a separate offense. (Ord. 1211, 6-29-81.)

§18-3. Permit for Placing Stone, Timber, etc., on Public Way.

No person shall place or cause to be placed any stone, brick, timber, lumber, plank, board, or other material for building or for any purpose whatever in or upon any Public Way without a permit from the City Engineer. (Ord. 1211, 6-29-81.)

§18-4. Permit for Obstructing Public Ways.

No person shall cause the complete obstruction of any Public Way for a continuous period of time, not to exceed thirty (30) minutes, unless he first obtains a permit from the City Engineer. Designated Arterial and Collector streets shall never be completely obstructed without first obtaining a permit from the City Engineer. (Ord. 1211, 6-29-81.)

Division II. Permit Requirements and Fees.

§18-5 Eligibility Requirements.

No person will be eligible to receive a permit to work in any Public Way unless said person holds a valid Class A Contractors License, issued by the City Building Inspector and said person has provided either a general or special deposit. Exceptions to the eligibility requirements are as follows:

(a) An individual property owner may perform limited Construction or repair work immediately adjacent to his property without having a Class A contractors License or without providing either a general or special deposit. The Construction or repair work the property owner is limited to is Construction or repair of sidewalks and driveway sections. However, the property owner is still required to obtain a permit from the City Engineer and must perform the Construction or repair work in conformance with the current adopted edition of the City of Gillette Construction Specifications and Design Standards.

(b) City of Gillette maintenance personnel, when performing work for the City, are not required to obtain a permit, nor are they required to have a Class A Contractors License or a deposit. (Ord. 1211, 6-29-81.)

§18-6. Permit Fee.

The permit fee is twenty-five dollars (\$25.00). This fee will cover the cost of inspections and administration by the City. (Ord. 3945, 4/03/18)

§18-7. Compaction Tests with ROW permit.

The minimum number of compaction tests is determined as follows:

- (a) One compaction test for every twenty (20) lineal feet of curb and gutter.
- (b) One compaction test for every two hundred (200) square feet of sidewalk and driveway section.
- (c) One compaction test for every twenty (20) lineal feet of trench excavation for each six (6) feet of depth; or one compaction test for every twenty (20) cubic yards of excavation, whichever is greater.
- (d) The schedule of compaction tests for general construction work shall comply with the the current adopted edition of the City of Gillette Construction Specifications and Design Standards. (Ord. 3945, 4/03/18)

Division III. Corrective Requirements.

§18-8. Corrective Actions

- (a) If the permittee fails to complete the required work within the allowed time or if the work is not done in accordance with City Specifications or City Code, the City will cause the work to be done satisfactorily. The City shall then present a bill to the permittee for the amount expended plus a service charge of 15%.
- (b) Upon receipt of a bill from the City for services performed, the permittee shall make full payment to the City within thirty (30) working days.
- (c) If the permittee does not make full payment within thirty (30) working days, the City shall draft funds from the permittee's general deposit to cover the cost of the work plus the 15% service charge.
- (d) The city shall not issue any further permits to the permittee until all bills for work performed above. are paid in full.

18-9. (Unused) (Ord. 1211, 6-29-81.)

Division IV. Conditions and Construction Requirements

§18-10. Conditions.

The following conditions are in effect regarding the issuance of permits. If any person is found to be not in conformance with one or more of these conditions, a stop work order will be

issued by the City. The stop work order will remain in effect until the conditions are in conformance.

- (a) The person applying for a permit shall state the type of work to be performed, shall give the date when the work will be completed, shall provide a site plan showing the location of the work to be performed and shall provide a one year warranty from the date the work is completed.
- (b) The original or electronic permit shall be kept at the work site during construction. At the request of any city employee the permittee shall display the issued permit.
- (c) The permittee cannot transfer or assign the permit to any other person.
- (d) The permittee may not have more than three (3) active permits at any one time unless permission is obtained from the City Engineer.
- (e) Excavation permits will not be issued for a period of 2 years on streets that have been newly reconstructed. The only exception is in the case of an emergency declared by the City Engineer. When additional underground service utilities are needed on a new street, the permittee will be required to bore the street in order to provide said services.
- (f) One permit may cover more than one excavation provided that one contractor is involved, the work is performed as a continuous operation and the work is in one general location.
- (g) The permittee is responsible for contacting “ONE CALL OF WYOMING” before doing any excavation. Permittee is responsible for damages to underground utilities in accordance with the Wyoming Underground Facilities Notification Act, §§ 37-12-301-306.
- (h) If any public way will be completely obstructed for a period of more than thirty (30) minutes, the permittee shall notify the Police Department, Fire Department, Hospital and local news media of the type of obstruction, the length of time the public way will be obstructed and a map showing the obstructed area with temporary traffic control.
- (i) If any public utility will be out of service for more than five (5) minutes, the permittee shall notify the appropriate persons or agencies who will be affected.
- (j) Any person having an excavation permit for any public way or public easement in the City, shall provide a fence or a barrier around said excavation and shall display a lighted sign at said excavation during the hours of darkness. All barricading and signing shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and the Wyoming Supplement to the MUTCD.

(k) If repairs cannot be made due to inclement weather conditions, the permittee shall maintain barricades or the surface of the excavation at his own expense until the complete repair can be made properly. In the case of winter street excavations, cold mix asphalt will be placed in the excavation as often as necessary to maintain a smooth travel surface.

(l) Upon completion and prior to City approval of any permitted work where utility services were provided, the permittee shall contact the Utilities Service Coordinator and provide a sketch showing the location of the new services in relation to property corners or in relation to existing manholes, fire hydrants, or water valves.

(m) The permittee shall indemnify and hold harmless the City of Gillette and its agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the permitted work. (Ord. 3945, 4/03/18)

§18-11. Construction, General.

(a) All construction will be performed in accordance with the current adopted edition of the City of Gillette Construction Specifications and Design Standards.

(b) For requirement governing the cutting and repair of streets, see the current adopted edition of the City of Gillette Construction Specifications and Design Standards. (Ord. 3945, 4/03/18)

§18-12. Traffic Control and Signing.

The permittee is required to maintain traffic control and provide adequate signing for vehicle and pedestrian traffic until the permit work is completed. (Ord. 1211, 6-29-81.)

§18-13. Penalty.

Any person convicted of violating §18-1 through §18-12 inclusive shall be guilty of a misdemeanor and shall be fined an amount not to exceed Seven-Hundred-Fifty Dollars (\$750.00) per day or part thereof for each day the offense continues. (Ord. 1211, 6-29-81.)

Article II. General.

§18-14 Regulation of Trees in Public Ways.

SECTION I

PURPOSE

It shall be the purpose of this ordinance to provide for the safety of persons and property by guarding against certain sign obstructions to both pedestrians and vehicular traffic and to provide supervisory care for the City of Gillette urban forest system.

SECTION II DEFINITIONS

The following definitions shall apply in the interpretation and enforcement of this Ordinance.

(1) "Street Trees" are defined as trees and other woody vegetation, including shrubs, lying within a dedicated public street or alley right of way or within a dedicated public access easement.

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The care and maintenance of trees or other landscaping installed by the owner or developer of property adjacent to the Boulevard of Trees as a requirement of the City of Gillette Zoning Ordinance, are the responsibility of the particular owner or developer.

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(5) The Tree Board can require any property owner to remove any tree or shrub on their property upon discovery of any destructive or communicable disease or other pestilence which endangers the growth, health, or well being of trees or plants in the City, by serving a written notice describing the diseased plants and setting a date by which the removal work shall be performed, upon the property owner. The action of the Board shall be supported by a report from a qualified individual containing a positive identification of the diseases or other pestilence which shall be served with the notice. Examples of diseases or other pestilence which require the removal of trees include Dutch Elm Disease and Pine Bark Beetle infestations.

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(b) The owners of occupants of any real estate in the city shall be required to remove the snow from the sidewalk adjoining such property within twenty-four hours after the fall of the snow; provided, that only the snow lying on the sidewalks may be pushed into the streets; and provided further that no accumulation of snow from privately owned lands or from parking areas shall be removed and pushed into the street. (Ord. 489, § 1, 2-1-65.)

§18-18. Permitting sidewalks to remain out of repair or unsafe or dangerous.

It shall be unlawful for any owner or occupant of any premises knowingly to permit or suffer any sidewalk abutting on or in front of any building or premises owned or occupied by him to be or to remain out of repair so as to be in any way unsafe or dangerous to travelers thereon.

Any person who shall violate any of the provisions of the first paragraph of this section and any person who, after having received a notice from the building inspector that such sidewalk is out of repair and in an unsafe or dangerous condition, shall fail, neglect or refuse to comply with the requirements of such notice or shall fail, neglect or refuse to put the sidewalk in a safe condition shall be guilty of a misdemeanor. (C.O. 1948, § 245; Ord. 549, § 1, (9-16-68.)

§18-19. Monuments, Property Corners, Reference Points.

Whosoever shall willfully or negligently cause the displacement, removal of or alteration of the location of any monument, property corner or any reference point in the boundary of a tract of land; or deface or alter markings upon any monument, property corner or landmark used for the purpose of designating any point course; or line in the boundary of any tract of land; or break, cut down or remove any monument, landmark or property corner upon which such mark is made shall be guilty of a misdemeanor and be fined not more than \$200.00. (Ord. 1122, 7-21-80.)

§18-20. Retaining Walls.

It shall be unlawful to construct a retaining wall in a public way or a public easement unless approved by the City Engineer in writing. Any retaining wall constructed at or greater than four (4) feet in height requires engineered plans and shall obtain a building permit.

§18-21. Driveways.

All driveway sections shall be installed as far as possible from a street intersection and shall be constructed in accordance with the current adopted edition of the City of Gillette Design Standards and Construction Specifications.

§18-22. Curb and Gutter.

It shall be unlawful for any person to remove only the curb section when reconstructing curb and gutter. The entire curb and gutter section must be removed and replaced in accordance with the current adopted edition of the City of Gillette Design Standards and Construction Specifications. The City Engineer may allow exceptions when he finds the proposed repair procedure adequately protects City streets.

First Reading: July 1, 2025.

Second Reading: July 15, 2025.

PASSED AND APPROVED on Third and Final Reading this 5th day of August 2025.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk

Published: Gillette News Record
Date: _____
Signed: _____



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

ORDINANCE 2ND READING

Council Consideration of an Ordinance to Amend Chapter 7, Sections 7-1 through 5, 7-17, 7-18, 7-20 and 7-29 of the Gillette City Code.

SUGGESTED ACTION:

I move for Approval of the Ordinance to Amend Chapter 7, Sections 7-1 through 5, 7-17, 7-18, 7-20 and 7-29 of the Gillette City Code.

PROJECT NUMBER:

NA

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 7/0

An update to Chapter 7 Engineering Code was needed due to Wyoming Department of Environmental Quality (DEQ) chapters 11 and 12 required changes and to help clarify items within today's construction practices. For Sections 7-1 and 7-2, the Public Works and Utilities Advisory Committee (PWUAC) has recommended unanimous approval of the design standards and standard construction specifications changes.

A summary of the modifications are attached for the design standards and standard construction specifications that were updated or modified. The DEQ required updates are mainly updated the section lettering from their standards.

The remaining changes (outside of DEQ requirements) to Chapter 7 and listed below for reference, in no particular order:

1. Updated fonts of Section titles for consistency.
2. Updated table of contents. Adjusted wording for clarity.
3. Updated design standards, specifications, electronic permitting software and storm drainage design manual so they can be amended by resolution in the future. Removed the year from the titles.
4. Public Works and Utilities Advisory Committee (PWUAC) approved recommended changes to

design standards and specifications. Wyoming Department of Environmental (Wy DEQ) made updates to their standards so the City had to update our design standards and specifications to match Wy DEQ updates.

5. Removed the 2010 CAD Standards for design. These standards are outdated and not used anymore.
6. Updated verbiage of “ePlans” to “electronic plan review process”. This will help with correctly calling out any new/updated permitting software in the future.
7. Removed transfer of Plant Investment Fee Credits. This process is difficult to track and is outdated with what it was accomplishing. This process should be discussed on a case by case process in the future before council.
8. Removed Plant Investment Fee Financing. This process is difficult to track and is outdated.
9. Removed Fee in Lieu of Stormwater Detention. This process doesn’t accomplish the benefit of infill development. The amount of money that it charges is out of date and simply isn’t good practice for infill development. Each developed property should detain or retain the additional stormwater flows so as to not flood out their neighbor. Regional detention ponds can be looked at holistically with new subdivisions, just not infill lots. These regional ponds can still be used as per the storm drainage manual for new (larger) developments.

ACTUAL COST VS BUDGET:

NA

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Chapter 7 Proposed Amendments](#)

[Design Standards and Spec Summary of changes](#)

[Chapter 7 accepted amendments](#)

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 7, SECTIONS 7-1, 7-2, 7-3, 7-4, 7-5, 7-17, 7-18, 7-20 and 7-29 OF THE GILLETTE CITY CODE.

RECITAL: the Governing Body of the City of Gillette desires to amend Chapter 7 Section 7-1 “Adoption of City of Gillette 2017 Standard Construction Specifications”, 7-2 “Adoption of City of Gillette 2017 Design Standards”, 7-3 “Adoption of City of Gillette 2010 CAD Standards”, 7-4 “Adoption of City of Gillette ePlans Electronic Plan Review Process”, 7-5 “Adoption of the 2011 Storm Drainage Design Manual”, 7-17 “System Development Charge and Plant Investment Fee – Water”, 7-18 “Transfer of Plant Investment Fee Credits”, 7-20 “Plant Investment Fee Financing” and 7-29 “Waivers to Stormwater Detention Requirements” and the entire chapter has been modified for consistency, including fonts and titles of the Gillette City Code.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 7 of the Gillette City Code is amended to read as follows (with changes noted in red):

ARTICLE 1

Construction and Design Standards.

- §7-1 ~~Adoption of~~ City of Gillette ~~2017~~ Standard Construction Specifications
- §7-2 ~~Adoption of~~ City of Gillette ~~2017~~ Design Standards
- §7-3 ~~Adoption of City of Gillette 2010 CAD Standards. (unused)~~
- §7-4 ~~Adoption of~~ City of Gillette ~~ePlans~~ Electronic Plan Review Process
- §7-5 ~~Adoption of the City of Gillette~~ 2011 Storm Drainage Design Manual

ARTICLE 2

Alleys and Easements

- §7-6 Alleys and Easements.

Seven i
(Revised ~~19-2025~~ 2021)

§7-7 (unused)

§7-8 (unused)

ARTICLE 3

§7-9 (repealed) (Ord. 3891, 4-19-2016)

ARTICLE 4

Flood Plain Management.

§7-10 Statutory Authorization, Findings of Fact, Purpose And Methods

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§7-11 Definitions

§7-12 General Provisions

§7-13 Administration

§7-14 Provisions For Flood Hazard Reduction

§7-15 Penalties For Noncompliance

ARTICLE 5

Plant Investment Fees

§7-16 Plant Investment Fees - Sewer.

§7-17 System Development Charge and Plant Investment Fee - Water.

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~~§7-18 Transfer Of Plant Investment Fee Credits. (unused)~~

§7-19 Payment For Oversized Water and Sewer Lines.

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~~§7-20 Plant Investment Fee Financing. (unused)~~

ARTICLE 6

Stormwater Management

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Seven ii
(Revised ~~19-2025~~2021)

§ 7-21	Purpose, Findings of Fact, Applicability, Compatibility, Severability and City Storm Drainage Design Manual
§ 7-22	Definitions
§ 7-23	General Prohibitions
§ 7-24	Stormwater Permit Procedures and Requirements
§ 7-25	Stormwater Permit Fees
§ 7-26	Erosion and Sediment Control Inspection
§ 7-27	Requirements for Stormwater Pollution Prevention Plan (SWPPP)
§ 7-28	Maintenance and Repair of Stormwater Detention Facilities
§ 7-29	Waivers to Stormwater Detention Requirements
§ 7-30	Basic Stormwater Detention Design Criteria
§ 7-31	Enforcement and Penalties
§ 7-32	Right to Appeal

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ARTICLE 1

Construction and Design Standards.

§ 7-1. Adoption of the City of Gillette 20205 Standard Construction Specifications.

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The City of Gillette 20250-Standard Construction Specifications prepared by the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein as amended from time to time and adopted by Gillette City Council per resolution, as if set out in full to regulate construction within the City of Gillette starting January 1, 2021September 1, 2025. One copy shall be available for public inspection at the Office of the City Engineer and the Office of the City Clerk during normal business hours.- The Department of Engineering will also provide copies for sale at a reasonable charge to cover the cost of preparation of the volume. (Ord. No. 1674, 3-2-88.; Ord. 3344, 10-4-2004; Ord. 3392, 11-7-2005 effective 1-1-2006; Ord. 3653, 1-4-2010, effective 2-1-2010; Ord 3780, 12-17-2012, effective 1-1-2013, Ord. No. 3914, effective 5-1-2017; Ord. No. 3988, effective 1-1-2021).

§ 7-2. —Adoption of the City of Gillette 20205 Design Standards.

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The City of Gillette 20205-Design Standards, prepared by the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein as amended from time to time and adopted by Gillette City Council per resolution, as if set out in full to regulate the design of public improvements within the City of Gillette. starting January 1, 2021September 1, 2025. One copy shall be available for public inspection at the Office of the City Engineer and the Office of the City Clerk during normal business hours. The Department of Engineering will also provide copies for sale at a reasonable charge to cover the cost of preparation of the volume. (Ord. 1788 03/18/91; Ord. 3344, 10-4-2004; Ord. 3392, 11-7-2005 effective 1-1-2006 Ord. 3653, 1-4-2010, effective 2-1-2010; Ord 3780, 12-17-2012, effective 1-1-2013, Ord. No. 3914, effective 5-1-2017; Ord. No. 3998, effective 1-1-2021).

§7-3 (unused) (Ord. 3676, 5-17-2010)

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7-3. —Adoption of City of Gillette 2010 CAD Standards

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The City of Gillette 2010 CAD Standards, prepared by the CAD Standards Committee and the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein as if set out in full to regulate the submission and review of engineering plans submitted for a City of Gillette Permit to Construct or Permit to Grade within the City of Gillette starting July 1, 2010. One copy shall be available for public inspection at the office of the Department of Engineering and the office of the City Clerk during normal business hours. The Department of Engineering has provided a copy for public review and download on the City's website at <http://www.ci.gillette.wy.us/index.aspx?page=387>. (Ord. 3676, 5-17-2010)

§7-4 Adoption of City of Gillette ePlans Electronic Plan Review Process

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A. The City of Gillette ~~ePlans~~ Electronic Plan Review Process, "~~ePlans~~", ~~as described on the ePlans Electronic submission and Plan Review web site, <http://www.ci.gillette.wy.us/index.aspx?page=920> and all associated documents including the City of Gillette ePlans Electronic Review Applicant User Guide,~~ is hereby adopted by this reference and incorporated herein ~~as amended from time to time and adopted by Gillette City Council per resolution,~~ as if set out in full to regulate how design documents, including plats, maps and engineering plans will be submitted for review by the City of Gillette. ~~ePlans~~ The electronic plan review process is a computer web-based software application that will be used by design professionals to submit ~~design~~ documents in an electronic digital format. The digital documents will be reviewed by City of Gillette employees who will provide feedback electronically to facilitate thorough, complete and timely review.

Field Code Changed

B. For purposes of illustration but not limitation, the design documents that are subject to the ~~ePlans~~ electronic plan review process requirements include the following items submitted to the following designated City Divisions pursuant to the provisions of other City ordinances.

Planning Division

1. Commercial Site Plans
2. Annexation Plats
3. Sketch Plats
4. Preliminary Subdivision Plats
5. Final Subdivision Plats

6. Development Plans
7. Preliminary PUD Plats
8. Final PUD Plats
9. Easement or Right -of-way Vacations
10. Condominium Plats

Building Inspection Division

1. Commercial Building Permits
2. Residential Building Permits

Engineering Division

1. ROW permit (Excavation, Obstructing Public Ways and Placing anything within the Public Way)
- 1.2. Permit to Construct
- 2.3. Permit to Grade

C. ~~One copy of the City of Gillette ePlans Electronic Review Applicant User Guide shall be available for public inspection in the Gillette City hall at the office of the Engineering and Building Department and the office of the City Clerk during normal business hours. The Department of Engineering City has provided a "Quick Link" copy of the City of Gillette ePlans Electronic Review Applicant User Guide and electronic permitting software and other related materials for public review and download on the City's website at <http://www.ci.gillette.wy.us/index.aspx?page=920>.~~ (Ord. 3676, 5-17-2010; Ord. 3704, 1-18-2011)

§ 7-5 Adoption of the 2011 City of Gillette Storm Drainage Design Manual

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The City of Gillette 2011 Storm Drainage Design Manual, prepared by the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein as amended from time to time and adopted by Gillette City Council per resolution, as ~~if~~ set out in full to regulate the design of public improvements within the City of Gillette starting January 1, 2012. One copy shall be available for public inspection at the office of the Department of Engineering and the office of the City Clerk during normal business hours. The Department of Engineering will also provide copies for sale at a reasonable charge to cover the cost of preparation of the volume. Ord 3780, 12-17-2012, effective 1-1-2013)

ARTICLE 2
Alleys and Easements

§7-6 Alleys and easements.

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A. Alley and easement width. Alleys shall be a minimum of 20 feet in width. Easements for underground electrical, phone, cable TV and natural gas shall be a minimum of 10 feet in width. All other easements for utilities shall be a minimum of 20 feet in width. (Ord. 804, § 3, 11-17-75; Ord. 1903, 9-20-93; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

B. Installation of utilities; Street distances. Gas lines shall be installed within 5 feet of the odd side of the alley or easement. Other utilities shall be installed within 5 feet of the even side. All installations of gas and other utilities shall be in a straight line at a consistent distance from the center-line of the street, alley or easement, said utilities shall be installed on a uniform arc at a consistent distance from the centerline of the street, alley or easement. (Ord. No. 804, § 3, 11-17-75.; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

C. Grade. Grade shall be within 6 inches of final grade before installing utilities. (Ord. No. 804, § 3, 11-17-85.; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

D. Penalty. Persons who make or cause to be made changes in grade after utilities are installed are required to bear the costs associated with the change in grade together with any costs of relocating the utilities. (Ord. No. 804, § 3, 11-17-75.; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

E. City Property. Installation replacing or repair of pipe lines or conduits upon property including streets, alleys, or other public thoroughfares shall be done under the supervision of the City Administrator or his designee. (Ord. 419, §4.0102; Ord. 774, §§ 1, 2, 3-17-75; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

F. City Property, Excavations. Excavation on City property shall be of minimum necessary to complete the work. If possible, piping will be drilled under streets, alleys, and sidewalks. (Ord. 419, §4.0102; Ord. 774, §§ 1, 2, 3-17-75; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010; Ord 3780, 12-17-2012, effective 1-1-2013)

§7-7 (unused) (Ord. 3676, 5-17-2010)

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§7-8 (unused) (Ord. 3676, 5-17-2010)

ARTICLE 3

§7-9 (repealed) (Ord. 3891, 4-19-2016)
(Ord. No. 1153, 12-1-80; Ord. 3344, 10-4-2004)

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ARTICLE 4

Flood Plain Management.

§7-10 STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND
METHODS Statutory Authorization, Findings of Fact, Purpose and Methods

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SECTION A. STATUTORY AUTHORIZATION

The Legislature of the State of Wyoming has in Wyoming Statutes sections 15-1-103(a) (xi), (xxvii), (xxxi) and (xli) delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the Governing Body of the City of Gillette Wyoming does ordain as follows:

SECTION B. FINDINGS OF FACT

(1) The flood hazard areas of Campbell County, Wyoming are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.

(2) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazards areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

SECTION C. STATEMENT OF PURPOSE

It is the purpose of this ordinance to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

1. Protect human life and health;
2. Minimize expenditure of public money for costly flood control projects;
3. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
4. Minimize prolonged business interruptions;
5. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
6. Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and
7. Insure that potential buyers are notified that property is in a flood area.

SECTION D. METHODS OF REDUCING FLOOD LOSSES

1. In order to accomplish its purposes, this ordinance uses the following methods:
2. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;

3. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;

4. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;

5. Control filling, grading, dredging and other development which may increase flood damage;

6. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

.(Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004Ord. 3524, 12-3-2007)

§ 7-11. DEFINITIONS Definitions

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

ALLUVIAL FAN FLOODING - means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.

APEX - means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

AREA OF SHALLOW FLOODING - means a designated AO, AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent chance or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

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AREA OF SPECIAL FLOOD HAZARD - is the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed ratemaking has been completed in preparation for publication of the FIRM, Zone A usually is refined into

Zones A, AE, AH, AO, A1-99, VO, V1-30, VE or V.

BASE FLOOD - means the flood having a one percent chance of being equaled or exceeded in any given year.

BASEMENT - means any area of the building having its floor sub-grade (below ground level) on all sides.

CRITICAL FEATURE - means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

DEVELOPMENT - means any man-made change in improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

ELEVATED BUILDING - means a non-basement building (i) built, in the case of a building in Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor, or in the case of a building in Zones V1-30, VE, or V, to have the bottom of the lowest horizontal structure member of the elevated floor elevated above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the floor of the water and (ii) adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. In the case of Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, "elevated building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of flood waters. In the case of Zones V1-30, VE, or V, "elevated building" also includes a building otherwise meeting the definition of "elevated

building," even though the lower area is enclosed by means of breakaway walls if the breakaway walls met the standards of Section 60.3(e)(5) of the National Flood Insurance Program regulations.

EXISTING CONSTRUCTION - means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

EXISTING MANUFACTURED HOME PARK OR SUBDIVISION - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION- Means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FLOOD OR FLOODING - means a general and temporary condition of partial or complete inundation of normally dry land areas from:

1. the overflow of inland or tidal waters.
2. the unusual and rapid accumulation or runoff of surface waters from any source.

FLOOD INSURANCE RATE MAP (FIRM) - means an official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY - is the official report provided by the Federal Emergency Management Agency. The report contains flood profiles, water surface elevation of the base flood, as well as the Flood Boundary-Floodway Map.

FLOODPLAIN OR FLOOD-PRONE AREA - means any land area susceptible to being inundated by water from any source (see definition of flooding).

FLOODPLAIN MANAGEMENT - means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

FLOODPLAIN MANAGEMENT REGULATIONS - means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOOD PROTECTION SYSTEM - means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the areas within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

FLOOD PROOFING - means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FLOODWAY (REGULATORY FLOODWAY) - means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE - means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE - means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE - means any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or

4. Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:

- a) by an approved state program as determined by the Secretary of the Interior or;

- b) directly by the Secretary of the Interior in states without approved programs.

LEVEE - means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

LEVEE SYSTEM - means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

LOWEST FLOOR - means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; **provided** that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood Insurance Program regulations.

MANUFACTURED HOME - means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

MANUFACTURED HOME PARK OR SUBDIVISION - means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MEAN SEA LEVEL - means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

NEW CONSTRUCTION - means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for

which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

NEW MANUFACTURED HOME PARK OR SUBDIVISION - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

RECREATIONAL VEHICLE - means a vehicle which is:

1. built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projections;
3. designed to be self-propelled or permanently towable by a light duty truck; and
4. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

START OF CONSTRUCTION - (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first

alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE - means a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

SUBSTANTIAL DAMAGE - means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT - means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "start of construction" of the improvement. This includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary conditions or

2. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

VARIANCE - is a grant of relief to a person from the requirement of this ordinance when specific enforcement would result in unnecessary hardship. A variance, therefore, permits construction or development in a manner otherwise prohibited by this ordinance. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.).

VIOLATION - means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the

elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION - means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas. (Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§7-12 General ~~ENERAL~~ Provisions ~~ROVISIONS~~

SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES

The ordinance shall apply to all areas of special flood hazard within the jurisdiction of Gillette, Wyoming.

SECTION B. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD

The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Campbell County and incorporated areas," dated January 2, 2008, with accompanying Flood Insurance Rate Maps and Flood Boundary-Floodway Maps (FIRM and FBFM).

SECTION C. ESTABLISHMENT OF DEVELOPMENT PERMIT

A Development Permit shall be required to ensure conformance with the provisions of this ordinance.

SECTION D. COMPLIANCE

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No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

SECTION E. ABROGATION AND GREATER RESTRICTIONS

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

SECTION F. INTERPRETATION

In the interpretation and application of this ordinance, all provisions shall be:

1. considered as minimum requirements;
2. liberally construed in favor of the governing body; and
3. deemed neither to limit nor repeal any other powers granted under State statutes.

SECTION G. WARNING AND DISCLAIMER OR LIABILITY

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the community or any official or employee thereof for any

flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder.

(Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§7-13 AdministrationADMINISTRATION

SECTION A. DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR

The City Engineer is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance and other appropriate sections of 44 CFR (National Flood Insurance Program Regulations) pertaining to floodplain management.

SECTION B. DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR

Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:

1. Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.
2. Review permit application to determine whether proposed building site, including the placement of manufactured homes, will be reasonably safe from flooding.
3. Review, approve or deny all applications for development permits required by adoption of this ordinance.
4. Review permits for proposed development to assure that all necessary permits have been obtained from those Federal, State or local governmental agencies (including Section

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404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.

5. Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.

6. Notify, in riverine situations, adjacent communities and the State Coordinating Agency which is Wyoming Office of Homeland Security, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.

7. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.

8. When base flood elevation data has not been provided in accordance with Gillette City Code §7-12, Section B, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Gillette City Code § 7-14.

9. When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

10. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the

base flood by more than one foot, provided that the community **first** applies for a conditional FIRM revision through FEMA (Conditional Letter of Map Revision).

SECTION C. PERMIT PROCEDURES

Application for a Development Permit shall be presented to the Floodplain Administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:

1. Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
2. Elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed;
3. A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of Gillette City Code § 7-14, Section B(2);
4. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development.
5. Maintain a record of all such information in accordance with Gillette City Code §7-13, Section (B)(1). Approval or denial of a Development Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance and the following relevant factors:

1. The danger to life and property due to flooding or erosion damage;

2. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;

3. The danger that materials may be swept onto other lands to the injury of others;

4. The compatibility of the proposed use with existing and anticipated development;

5. The safety of access to the property in times of flood for ordinary and emergency vehicles;

6. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;

7. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site;

8. The necessity to the facility of a waterfront location, where applicable;

9. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;

10. The relationship of the proposed use to the comprehensive plan for that area.

SECTION D. VARIANCE PROCEDURES

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1. The City of Gillette Board of Adjustment is designated the Appeal Board under this ordinance to hear and render judgment on requests for variances from the requirements of this ordinance.

2. The Appeal Board shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.

3. Any person or persons aggrieved by the decision of the Appeal Board may appeal such decision to the District Court of the 6th Judicial District in and for Campbell County, Wyoming, as provided by law.

4. The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.

5. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this ordinance.

6. Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section C(2) of this Article (Gillette City Code §7-13) have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.

7. Upon consideration of the factors noted above and the intent of this ordinance, the Appeal Board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance (Gillette City Code §7-10, Section C).

8. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

9. Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

10. Prerequisites for granting variances:

a) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

b) Variances shall only be issued upon:

1) showing a good and sufficient cause;

2) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and

3) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

c) Any application to whom a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

11. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that:

- a) the criteria outlined in Gillette City Code §7-13, Section D(1)-(9) are met, and
- b) the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

(Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

~~§7-14 -Provisions~~~~ROVISIONS~~ ~~for~~~~FOR~~ ~~Flood~~~~LOOD~~ ~~Hazard~~~~AZARD~~
~~Reduction~~~~EDUCTION~~

SECTION A. GENERAL STANDARDS

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

1. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
2. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
3. All new construction or substantial improvements shall be constructed with materials resistant to flood damage;

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4. All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

5. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;

6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,

7. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

SECTION B. SPECIFIC STANDARDS

In all areas of special flood hazards where base flood elevation data has been provided as set forth in (i) Gillette City Code § 7-12, Section B, (ii) Gillette City Code § 7-13, Section B(8), or (iii) Gillette City Code § 7-14, Section C(3), the following provisions are required:

1. **Residential Construction** - new construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated to or above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in Gillette City Code § 7-13, Section C(1)a., is satisfied.

2. **Nonresidential Construction** - new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to or above the base flood level or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A

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registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the Floodplain Administrator.

3. **Enclosures** - new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

a) A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.

b) The bottom of all openings shall be no higher than one foot above grade.

c) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

4. **Manufactured Homes –**

a) Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

b) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites (i) outside of a manufactured home

park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

c) Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of paragraph (4) of this section be elevated so that either:

1) the lowest floor of the manufactured home is at or above the base flood elevation, or

2) the manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

5. Recreational Vehicles - Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either:

a) be on the site for fewer than 180 consecutive days,

b) be fully licensed and ready for highway use, or

c) meet the permit requirements of Gillette City Code § 7-13, Section C(1), and the elevation and anchoring requirements for "manufactured homes" in paragraph (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

SECTION C. STANDARDS FOR SUBDIVISION PROPOSALS

1. All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Gillette City Code §7-10, Sections B, C, and D of this ordinance.

2. All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Development Permit requirements of Gillette City Code §7-12, Section C; Gillette City Code §7-13, Section C; and the provisions of Gillette City Code §7-14 of this ordinance.

3. Base flood elevation data shall be generated for subdivision proposals and other proposed development, including the placement of manufactured home parks and subdivisions which is greater than 50 lots or 5 acres, whichever is lesser, if not otherwise provided pursuant to Gillette City Code §7-12, Section B or Gillette City Code §7-13, Section B (8) of this ordinance.

4. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.

5. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

SECTION D. STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)

Located within the areas of special flood hazard established in Gillette City Code §7-12, Section B, are areas designated as shallow flooding. These areas have special flood hazards associated with base flood depths of 1 to 3 feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:

1. All new construction and substantial improvements of **residential** structures have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified).

2. All new construction and substantial improvements of **non-residential** structures;

a) have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified), or;

b) together with attendant utility and sanitary facilities be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.

3. A registered professional engineer or architect shall submit a certification to the Floodplain Administrator that the standards of this Section, as proposed in Gillette City Code §7-13, Section C (1)a., are satisfied.

4. Require within Zones AH or AO adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.

SECTION E. FLOODWAYS

Floodways - Located within areas of special flood hazard established in Gillette City Code §7-12, Section B, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions shall apply:

1. Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway *unless* it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2. If, Section E (1) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Gillette City Code § 7-14.

3. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community **first** applies for a conditional FIRM and floodway revision through FEMA.

(Ord. 775, §§ 3, 4, 3-17-75; Ord. 912, 12-19-77; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

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~~§ 7-15. Penalties for Noncompliance~~ **PENALTIES FOR NONCOMPLIANCE**

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No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$ 750, for each violation, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the City of Gillette from taking such other lawful action as is necessary to prevent or remedy any violation.

(Ord. 912, 12-19-77; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

ARTICLE 5
Plant Investment Fees

§7-16 Plant Investment Fees - Sewer.

(a) Sewer connections to the sanitary sewer system of the City within the City shall be made only by the City after application for permission for such service is made. There will be charges made as a Plant Investment Fee-Sewer for all connections, determined by reference to the size of the water meter serving the structure, or other use, connected to the sewer system.

(b) The phrase "connections to the sanitary sewer system" as used in this section shall include not only the connections to the primary sewer system of the City, but all feeder lines connected thereto, whether owned privately or by the City.

(c) The City Engineer or his designated representative shall determine the water meter size required for any structure or other use. All plant investment fees shall be paid prior to the issuance of a Building Permit if required, or upon connection and prior to use if no Building Permit is required. (Ord. 3538, 3-3-2008)

(d) The determination of the City Engineer shall be made according to relevant and prevailing engineering standards such as, for copy of which is available for public inspection during normal business hours in the office of the City Engineer.

(e) Renumbered to §17-12 [§ 7-16], effective January 1, 2005, (Ord. 3334, 8-2-2004; Ord. 3344, 10-4-2004)

(C.O. 1948, § 110; Ord. 376, § 1, 10-3-49; Ord. 426, §1, 6-1-59; Ord. 593, § 1, 9-30-69; Ord. 607, § 1, 2, 12-23-69; Ord. 616, §1, 4-6-70; Ord 672, §§ 1, 2, 5-1-72; Ord 756, § 1, 8-27-74; Ord. 757, § 1, 8-27-74; Ord. 830, §§ 1, 2, 7-19-76; Ord. 848, 10-18-76; Ord. 1079, §2, 4-7-80, Ord. 1500, 11-21-83, Ord. 1578, 2-19-85; Ord. 2050, 6-3-96; Ord. 3334, 8-2-2004; Ord. 3344, 10-4-2004)

§7-17 System Development Charge and Plant Investment Fee - Water.

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(a) The Gillette Regional Water Supply System includes water supply facilities, infrastructure, and components necessary to provide water supply to the City of Gillette and Wholesale Customers within a Designated Service Area (DSA), as defined by the Gillette Regional Water Supply System Joint Powers Agreement (JPA), dated December 21, 2010. A System Development Charge (SDC) will be charged for every new connection, including new Wholesale Customers who have executed a Water Services Agreement, to the Gillette Regional Water Supply System, provided that Wholesale Customers listed in Exhibit C to the JPA shall not be charged a SDC for their initial connection to the Gillette Regional Water Supply System. A SDC will be charged for any additional connection to the Gillette Regional Water Supply System through any Wholesale Customer. Any new connections to the City of Gillette Distribution System shall pay a Plant Investment Fee – Water (PIF-W). (Ord. 3887, 4-19-2016)

(b) The phrase "connections to the Gillette Regional Water Supply System" as used in this section shall include connections to the City of Gillette Distribution System, and all connections by Wholesale Customers and any individual connections to their systems. (Ord. 3887, 4-19-2016)

(c) The City Engineer or his designated representative shall determine the water meter size required for all connections to the Gillette Regional Water Supply System. All SDCs, meter costs, permit fees and PIF-W fees shall be paid prior to the issuance of a Building Permit if required, or upon connection and prior to use if no Building Permit is required. (Ord. 3538, 3-3-2008; Ord. 3887, 4-19-2016)

(d) The determination of the City Engineer shall be made according to relevant and prevailing engineering standards such as, for purposes of example but not limitation, the A.W.W.A. Manual #22, a copy of which is available for public inspection during normal business hours in the office of the City Engineer.

(e) Renumbered to §17-12,[§17-17] effective January 1, 2005, (Ord. 3334, 8-2-2004)
(Ord. 1314, 2-1-82, Ord. 1578, 2-19-85, Ord. 2041, 5-6-96; Ord. 2050, 6-3-96; Ord. 3334, 8-2-2004;
Ord. 3344, 10-4-2004; Ord. 3887, 4-19-2016)

~~§7-18 (unused) (C.O. 1948, §123, Ord. 593, §3, 9-30-69; Ord. 756, §3, 8-27-74; Ord. 948, §1, 7-5-78; Ord. 2097, 4-21-97; Ord. 3344, 10-4-2004; Ord. 3622, 5-18-2009).~~
~~§7-18 — Transfer Of Plant Investment Fee Credits.~~

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~~A. — Plant Investment Fee Credits may be transferred according to the terms of this ordinance.~~

~~1. Disconnection of Existing Connections~~

~~— If any existing connection to the city water or sanitary sewer system is discontinued, the owner of the facility served by that connection, hereinafter the petitioner, may petition the Gillette City Council for its permission to reconnect to the city system for the same size and type of services as discontinued for no cost other than actual installation costs, if those costs are charged for the type and size of connection being made.~~

~~2. Transfer of Unexpired PIF credits.~~

~~— If any Developer has unexpired PIF credits approved under prior ordinances, in excess of the PIFs due in his project for off site or oversized water or sewer utility lines the Developer who is the owner of the unexpired PIF credits, hereinafter the petitioner may petition the Gillette City Council for its permission to transfer the unexpired PIF credit(s) to another location within the City limits. It is the legislative intent that this Ordinance shall apply to all existing unexpired PIF credits, but this Ordinance shall not revive any claims for PIF credits which have expired.~~

~~From the date the PIF credits were approved, the developer shall have eight years in which to apply his credit against PIFs and all excess PIF credits shall expire at the end of the original eight year period. If lots within the project whose PIFs have been offset by PIF credits are not connected to the City water and Sewer lines within the original eight year period, then the credit offset will expire and full PIFs will be charged for those lots. If lots whose PIFs have been satisfied by transferred PIF credits are not connected to the City water and Sewer lines within the original eight year period, then the transferred PIF credits will expire and full PIFs will be charged for those~~

lots. PIF credits will only be allowed to transfer one time from the original project that created the PIF credits.

~~3. Transfer of Subdivision Utilities.~~

~~Existing subdivisions which convey water wells including water rights or other similar improvements to the City with the consent of the City, will also receive a further credit to offset the individual plant investment fees due. In order to allow a reduction in the plant investment fee due, the City Council must adopt a Resolution describing the water and or sewer utility to be acquired in detail and listing the value of the improvements for plant investment fee recovery purposes and the amount of the approved credit. Nothing herein shall be construed as requiring the City to accept any particular improvements for credit purposes and the decision whether or not to accept any particular improvements is vested in the City's sole discretion. PIF credits approved under this section are not transferable.~~

~~B. — The petitioner shall submit a written request to the City Administrator or his designated representative which shall indicate his name and address, and a description of his request including supporting information.~~

~~1. — In the case of a transfer of a discontinued connection, the Petitioner shall provide information about the form of ownership of the facility currently serviced, its address, the size and type of service, the date the service was installed, the use made of the facility, the address of the new service location, size and type of the anticipated new service, use of the new facility and a short explanation of why the transfer is desired.~~

~~2. — In the case of a transfer of unexpired excess PIF credits, the Petitioner shall provide the date of council acceptance of the lines which gave rise to excess credits, the amount of the credit remaining after all PIFs within the project have been credited against the PIF credits, the expiration date of the PIF credits and the service location to which the credits would be transferred.~~

~~C. — The City Administrator or his designated representative shall review the request, with the assistance of the City Engineer and the Director of the Department of Community Development and shall prepare written recommendations and shall submit them with the request and any other relevant materials to the Council for their approval or denial. In reviewing the request, the factors to be considered include encouraging the upgrading of buildings in the City by creating and continuing an incentive to acquire and redevelop older buildings in the case of the transfer of discontinued service transfers and the redistribution of population density and land use types to achieve increased intercompatibility of mixed uses by permitting the transfer of existing connection credits to new applications. In the case of excess PIF credit transfers, additional factors to be considered include granting subdividers an increased opportunity to use the PIF credits generated by their development activities and encouraging economic development within the City limits.~~

~~D. — The decision to approve or deny a request shall rest in the sole discretion of the City Council and their decision shall be in the form of a resolution which shall set forth in particularity the scope of their decision. (C.O. 1948, § 123, Ord. 593, §3, 9-30-69; Ord. 756, §3, 8-27-74; Ord. 948, §1, 7-5-78; Ord. 2097, 4-21-97; Ord. 3344, 10-4-2004; Ord. 3622, 5-18-2009)~~

§7-19 Payment For Oversized Water and Sewer Lines

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A. Whenever sewer or water lines are constructed which are oversized at the request of the City Engineer to permit more connections than those to be made within the subdivision being primarily served, (hereinafter the project) that developer shall be paid for the incremental cost of the oversized sewer or water line at the time the sewer or water lines are accepted by the City.

B. To be eligible for an oversizing payment, the sewer or water line must be capable of serving users outside the project, as a result of over-sizing alone or in conjunction with other design elements and the improvements must conform to the specifications, standards and regulations of the City Engineer. If the sewer or water lines connect the project to the City system across intervening land which is not a part of the project none of the extra cost of that off-site portion of the line or lines is recoverable. Only the base construction and design costs, as described above, of the extra capacity of oversize lines within the project are recoverable. All base

construction and design costs are determined by the City Engineer through consultation with the developer and his agents and a review of all relevant cost items. The developer shall competitively bid the water and sewer improvements for both the oversized improvements and improvements without oversized and submit the bid tabulations for review by the City Engineer to determine the incremental cost of oversized.

C. If the over-size lines are constructed through the formation of a Local Improvement District in compliance with state law the incremental cost of the oversized, as determined by the City Engineer shall be applied against the cost of the improvements to reduce the amount of the construction cost for purposes of calculating the assessments.

(Ord. 972, 10-23-79, Ord. 989, 5-7-79, Ord. 1095, 5-5-80, Ord. 1159, 1-5-81 Ord. 1208, 6-15-81, Ord. 1397, 10-4-82, Ord. 1506, 12-19-83; Ord. 1604, 9-16-85; Ord. 2097, 4-21-97; Ord. 3344, 10-4-2004; Ord. 3622, 5-18-2009)

~~§7-20 (unused) (Ord. 1644, 2-16-87; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004)~~

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~~§7-20 — Plant Investment Fee Financing.~~

~~—— (a) — A person, corporation or association liable for the payment of Plant Investment fees, meeting as a minimum all of the qualifications of the following part (b) may petition the City Administrator for the option of spreading the payments over three years for fees between \$20,000 and \$40,000 and five years for fees over \$40,000 at an interest rate per annum on the unpaid balance to be determined at the time the note is executed, based on the interest rate on the most recent local improvement district bond sale. The qualifying person shall make equal annual principal payments on the anniversary of the date of the note was signed, with interest due at the same time on the unpaid balance. Prepayment in whole or in part is permissible, but shall not waive or excuse the requirement of any annual payment. A note shall be executed by the qualifying person on forms supplied by the City of Gillette securing the payments as described above of Plant Investment Fees.~~

~~—— (b) — To qualify for the provisions of the foregoing part (a), it is necessary that:~~

____ (i) _____ The total Plant Investment Fee, pursuant to §5-77 and §5-78 [§7-16 and §7-17] G.C.C. exceeds \$20,000.00; and

____ (ii) _____ The project be completely under a single, unified ownership co-extensive with the various uses and facilities giving rise to the fee amount specified in (i) above.

____ (iii) _____ A letter of credit from a bank or similar equivalent financial institution for the total amount of the note plus interest shall be delivered to the City to secure payment of the note at the time the note is delivered. The entire letter of credit, including accrued interest shall be immediately due and payable upon any default in any payment due on the note. (Ord. 1644 2-16-87; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004)

ARTICLE 6
Stormwater Management

~~§ 7-21. — PurposePURPOSE, FindingsINDINGS ofOF FactACT, ApplicabilityPPPLICABILITY, CompatibilityOMPATIBILITY, SeverabilityEVERABILITY andAND CityITY StormTORM DrainageRAINAGE DesignESIGN ManualANUAL~~

The City of Gillette establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation of stormwater runoff for the purpose of protecting local water resources from degradation.

SECTION A. PURPOSE

The purpose of this article is to establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public residing in watersheds within this jurisdiction. This article seeks to meet that purpose through the following objectives:

1. Minimize increases in stormwater runoff from any land disturbing activities in order to reduce flooding, siltation and stream bank erosion, and maintain the integrity of stream channels.
2. Minimize increases in non-point source pollution caused by stormwater runoff from land disturbing activities which would otherwise degrade local water quality.
3. Minimize the total annual volume of surface water runoff which flows from any group of development sites, sub-watersheds, or watershed through the use of established stormwater volume control techniques as detailed in the Storm Drainage Design Manual.
4. Reduce stormwater runoff rates and volumes, soil erosion and non-point source pollution, wherever possible, through stormwater management controls and ensure that these stormwater management controls are properly maintained such that they pose no threat to public health and safety.

SECTION B. FINDINGS OF FACT

It is hereby determined that:

Stormwater runoff contributes to increased quantities of water-borne/non-point source pollutants. Land disturbing activities and associated increases in impervious cover alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, flooding, stream channel erosion, and sediment transport and deposition. Stormwater runoff from commercial, industrial and residential activities further contributes to pollutant loading and

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increases water volume. These impacts on water quality, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of stormwater runoff.

Therefore, the City of Gillette establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation of stormwater runoff for the purpose of protecting local water resources from degradation. It is determined that the regulation of stormwater runoff discharges from land development projects, construction activities, and existing urban activities is necessary in order to control and minimize increases in stormwater runoff rates and volumes. The regulation of soil erosion, stream channel erosion, and non-point source pollution associated with stormwater runoff is in the public interest to help prevent threats to public health and safety.

SECTION C. APPLICABILITY

This Article shall be applicable to the entire City of Gillette covering all subdivisions, developments, site plans, residential building permit applications, as well as existing residential, commercial, industrial, and institutional properties, unless eligible for an exemption or granted a waiver by the City of Gillette.

SECTION D. COMPATIBILITY

This Article is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. The requirements of this article should be considered minimum requirements, and where any provision of this Article imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health or the environment shall be considered to take precedence.

SECTION E. SEVERABILITY

If the provisions of any article, section, subsection, paragraph, subdivision or clause of this Article shall be judged invalid by a court of competent jurisdiction, such order or judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this article.

SECTION F. CITY STORM DRAINAGE DESIGN MANUAL

In Chapter 7, Section 7-5 of Gillette City Code, the City of Gillette has developed and adopted additional policy, criteria, and information, including technical specifications and standards, for the proper implementation of the requirements of this Article and provides such information in the form of a Storm Drainage Design Manual.

The manual may be updated and expanded from time to time, at the discretion of the City of Gillette, based on improvements in engineering, science, monitoring and local maintenance

experience. Stormwater Management practices must be designed and constructed in accordance with the design and sizing criteria outlined in the Storm Drainage Design Manual.

One copy of the manual shall be available for public inspection at the office of the Engineering Division and the office of the City Clerk during normal business hours. The document will also be available to download free of charge on the City's website. (Ord. 3891, 4-19-2016)

§ 7-22. Definitions

1. Applicant means a property owner or agent of a property owner who has filed an application for a stormwater management permit.
2. Best Management Practices (BMPs) shall mean structural or engineered control devices and systems to treat stormwater, which may be temporary or permanent in nature. BMPs may also be non-structural, operational or procedural practices, such as schedules of activities, prohibitions of practices, maintenance procedures, and/or other management practices to prevent or reduce erosion and sediment runoff.
3. Certificate of Termination (COT) means documentation issued by the City Engineer or Chief Building Official of the City of Gillette terminating stormwater permit coverage once construction activities are complete.
4. Channel means a natural or artificial watercourse with a definite bed and banks that conveys continuously or periodically flowing water.
5. City of Gillette shall mean a representative or designee of the City of Gillette to include persons from the Department of Development Services.
6. City of Gillette Engineer shall mean the person currently employed by City of Gillette to serve as City Engineer, or their designee.
7. Dedication means the deliberate appropriation of property by its owner for general public use.
8. Design Professional means a person such as a land surveyor, engineer, architect or other person who has knowledge or training of the application of design principles related to stormwater pollution prevention plans. (Design Professionals are recommended but not required for individual residential lots.)
9. Developer means a person who undertakes land disturbance and/or development activities.
10. Development shall mean a planning or construction project involving substantial property improvement and, usually, a change of land-use character within the site; the act of using land for building purposes.

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11. Engineer shall mean a person licensed as a Professional Engineer in the State of Wyoming.
12. Erosion means the wearing away of land as caused by development activities that exceeds the natural processes by which the surface of the land is worn away by the action of water, wind, or chemical action.
13. Fee in Lieu means a payment of money, by way of variance approval, in place of meeting all or part of the Stormwater Management standards. The standards and variances are as outlined by this Article and the Storm Drainage Design Manual.
14. Final Stabilization means a uniform perennial vegetative cover with a density of at least 70% of the native background cover that has been established on all disturbed areas that have not been paved over or covered by permanent structures. This, in part, may include any required landscaping for development.
15. Impervious Cover means those surfaces that cannot effectively infiltrate rainfall (e.g., building rooftops, pavement, sidewalks, driveways, etc).
16. Industrial Stormwater Permit means a National Pollutant Discharge Elimination System (NPDES) permit issued to a commercial industry or group of industries which regulates the pollutant levels associated with industrial stormwater discharges or specifies on-site pollution control strategies.
17. Infiltration means the process of percolating stormwater into the subsoil.
18. International Residential Code (IRC) is a comprehensive, stand-alone residential code adopted by the City of Gillette that creates minimum regulations for one and two family dwellings and townhomes of three stories or less. The IRC is the adopted building code for the incorporated areas of the City of Gillette providing for the regulation of the erection, construction, enlargement, alteration, repair, moving, demolition, conversion, occupancy, use, height and area of all buildings and structures.
19. International Building Code (IBC) shall apply to the construction, alteration, relocation, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. The scope includes all buildings except detached one- and two-family dwellings and townhouses up to three stories.
20. Jurisdictional Wetland means an area that is inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions, commonly known as hydrophytic vegetation.
21. Land Disturbance Activity means any activity which changes the volume or peak flow discharge rate of rainfall runoff from the land surface. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping of any natural or man-made watercourse.

22. Landowner means the legal or beneficial owner of land, including those holding the right to purchase or lease the land, or any other person holding proprietary rights in the land.
23. Municipal Separate Storm Sewer System (MS4) shall mean a conveyance or system of conveyances, including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains, that is designed or used for collecting or conveying stormwater; not privately owned; not a combined sewer; and not part of a Publically Owned Treatment Works (POTW).
24. Non-point Source Pollution means pollution from any source other than from any discernible, confined, and discrete conveyances, and shall include, but not be limited to, pollutants from agricultural, silvicultural, mining, construction, subsurface disposal and urban runoff sources.
25. Notice of Intent (NOI) serves as the application for permit coverage under WYDEQ Construction General Permit.
26. Notice of Termination (NOT) means the termination of permit coverage associated with construction activity under the Wyoming Stormwater General Permit.
27. Notice of Transfer and Acceptance (NOTA) means the form submitted by the current and future Permittee to the City of Gillette when the responsibility for controlling the stormwater discharges for a construction activity transfers from one operator to another. This form is also used to acknowledge the mutual agreement and acceptance between a homebuilder and a homebuyer that the final stabilization requirements have not been met and that they are being conveyed from one party to the other.
28. Off-Site Facility means a stormwater management measure located outside the subject property boundary described in the permit application for land development activity.
29. Outfall shall mean the point or location where stormwater runoff discharges from a conduit, stream or drain, storm sewer, channel, or detention/retention facility.
30. Permittee shall mean the "person responsible for the land-disturbing activity" or who has ownership interest in the property.
31. Person shall mean, except to the extent exempted from this Article, any individual partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, town, county or other political subdivision of the State, any interstate body or any other legal entity conducting land-disturbing activities subject to this article.
32. Qualified Personnel is a person who is familiar with the requirements of the SWPPP, permit conditions and the proper operation and maintenance of all implemented BMPs.
33. Receiving Waters means bodies of water that receive runoff or wastewater discharges, such as rivers, streams, lakes, estuaries, and ground water.
34. Recharge means the replenishment of underground water reserves.

35. Re-development means any construction, alteration or improvement of 2,500 square feet or more in areas where existing land use is high density commercial, industrial, institutional or multi-family residential.
36. Site shall mean the entire area of the land-disturbing activities as proposed in the permit application.
37. Soil Stabilization means either final or temporary stabilization of disturbed areas that are initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding fourteen (14) calendar days.
38. Stop Work Order means an order issued which requires that all construction activity on a site be stopped.
39. Stormwater Discharger and/or Permittee means any person responsible for a construction site, industrial facility or a person who owns or controls personal property or equipment that impacts the quality of stormwater discharges, either by increasing the quantity/volume and/or conveying pollutants via stormwater runoff which flows directly to the MS4.
40. Stormwater Maintenance Agreement is a legally recorded document that acts as a property deed restriction, and which provides for long-term maintenance of permanent stormwater management practices.
41. Stormwater Management means the use of structural or non-structural practices that are designed to reduce stormwater runoff pollutant loads, discharge volumes, and/or peak flow discharge rates.
42. Stormwater Pollution Prevention Plan (SWPPP) shall mean the document required by the City of Gillette as part of any land disturbing activity of 2,500 square feet or more which addresses the temporary and permanent Stormwater Management activities or BMPs. The WY DEQ minimum requirements for a SWPPP shall be considered as meeting the SWPPP requirements of the City.
43. Stormwater Runoff means flow on the surface of the ground resulting from precipitation.
44. Watercourse means a permanent or intermittent stream or other body of water, either natural or man-made, which gathers or carries surface water.
45. Wyoming Department of Environmental Quality (Wyoming DEQ) Agency responsible for enforcing the Clean Water Act in the State of Wyoming.
46. Wyoming Pollutant Discharge Elimination System (WYPDES) means the program established by the federal Clean Water Act to regulate the discharge of pollutants into surface waters of the State of Wyoming.

(Ord. 3891, 4-19-2016)

§ 7-23. ~~General~~ ~~Prohibitions~~ ~~Prohibitions~~

1. No person, site or facility shall discharge, cause, permit, or contribute to the discharge of any of the following to the municipal storm sewer system or receiving waters except where approved by the City of Gillette and Wyoming DEQ:
 - a. Any liquid, solid, or gas which by reason of its nature or quantity are flammable, reactive, explosive, corrosive, or radioactive or by interaction with other materials could result in fire, explosion or injury;
 - b. Any solid or viscous materials that could cause obstruction to the flow or operation of the municipal storm sewer system;
 - c. Any pollutant that injures or constitutes a hazard to human, animal, plant, or fish life, or creates a public nuisance;
 - d. Any medicinal, infectious, toxic, or hazardous material or waste.
2. No person, site or facility shall discharge into or connect any pipe or channel to a local watercourse or modify a watercourse unless a written permit has first been obtained from the City of Gillette and all other applicable, state and federal jurisdictions.
3. No person, site or facility responsible for new development, significant re-development or construction sites shall fail to use Best Management Practices, as approved in the SWPPP, to control the discharge of pollutants, as defined in the State of Wyoming DEQ Water Quality Rules and Regulations, in stormwater runoff to the municipal separate storm sewer system or its receiving waters.
4. No political subdivision or any person subject to the authority of a political subdivision that discharges, contributes or allows the discharge or contribution of stormwater directly or indirectly to the municipal separate storm sewer system of the City of Gillette shall fail to use Best Management Practices, as approved by the SWPPP, to control the discharge of pollutants and volume of flow in such discharges.
5. No person, site or facility shall allow excessive fugitive dust emission which causes or has the potential of entering public rights-of-way or causes or has the potential to cause harm to public or private property.
6. No person shall construct, use, maintain or continue existence of illicit connections to the storm drain system.
 - a. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 - b. A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.

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7. Exemptions from Discharge Prohibitions

The following discharges are exempt from this article:

- a. Discharges specified in writing by the authorized enforcement agency as being necessary to protect public health and safety.
- b. Dye testing is an allowable discharge, but requires a verbal notification to the authorized enforcement agency prior to the time of the test.
- c. The prohibition shall not apply to any non-stormwater discharge permitted under a WYPDES and/or NPDES permit, waiver, or waste discharge order issued to the Discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the Discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.
- d. Discharge or connection regulated under an Industrial Stormwater WYPDES Permit provided that the Discharger is in compliance with all requirements of the Permit issued to the Discharger, administered by the Wyoming DEQ, and all other applicable laws and regulations.
- e. Discharges from the following activities, unless identified by the City of Gillette or Wyoming DEQ as significant sources of pollutants to surface waters of the State:
 - i. Waterline flushing;
 - ii. Landscape irrigation, general irrigation, or lawn watering;
 - iii. Diverted stream flows;
 - iv. Rising ground waters;
 - v. Uncontaminated ground water infiltration other than wastewater that enters a sewer system, including sewer service connections and foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow;
 - vi. Uncontaminated pumped ground water;
 - vii. Discharges from potable water sources;
 - viii. Foundation and footing drains;
 - ix. Air conditioning condensation;

- x. Non-commercial vehicle washing;
- xi. Flows from riparian habitats and wetlands;
- xii. De-chlorinated swimming pool discharges;
- xiii. Street wash water;
- xiv. Discharges or flows from firefighting and emergency response activities.

8. Notification of Spills

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation has information of any known or suspected release of hazardous substances or pollutants as defined in the State of Wyoming DEQ Water Quality Rules and Regulations or any illegal discharges discharging into the storm drain system, or waters of the state, the said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous substances, said person shall immediately notify Wyoming DEQ and any other required Emergency Response Agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials or other illicit discharges, said person shall notify the Wyoming DEQ and any other responsible Emergency Response Agencies and follow up with the City of Gillette in person or by phone or email no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the City of Gillette within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

(Ord. 3891, 4-19-2016)

§ 7-24. -StormwaterTORMWATER PermitERMIT ProceduresROCEDURES andAND RequirementsEQUIREMENTS

1. Permit Required

The City of Gillette has developed a set of stormwater permitting standards that must be met on any construction activity disturbing 2,500 or more square feet of land and that is also required to operate under one of the following City permits; City Building Permit, City Permit-to-Construct, or City Grading Permit.

2. Permit Exemptions

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The following activities may be exempt from the stormwater permitting criteria unless they are found to be adversely impacting stormwater runoff, or otherwise found to be noncompliant with the terms of this Article:

- a. Any agricultural activity, as well as common residential gardening practices;
- b. Additions or modifications to existing single family structures disturbing less than 2,500 square feet of land;
- c. Land disturbing activities that disturb less than 2,500 square feet of land, provided they are not part of a larger common development plan, even though multiple separate and distinct land development activities may take place at different times on different schedules;
- d. Repairs to any stormwater facilities deemed necessary by the City of Gillette;
- e. Land disturbance activities permitted by the City prior to the effective date of this Article;
- f. Land disturbance activities that are permitted under a City Street Cut or Right-of-Way Permit as outlined under Chapter 18 of the Gillette City Code. These projects shall be responsible for erosion and sediment control under the terms of that permit;
- g. City capital construction projects that are managed under City contract and under WYPDES permitting;
- h. WY DOT administered projects within the City that are managed under WY DOT contract and WYPDES permitting.

No landowner or applicant shall receive any of the Building, Grading, Permit-to-Construct, or other land development permits required for land disturbance activities without meeting the requirements of this Article prior to commencing with the proposed activity.

Site disturbances greater than one acre also require a Construction General Permit from the State of Wyoming DEQ. The City of Gillette's requirements for sites greater than one acre are in addition to the requirements of state and federal agencies.

3. Application Requirements

Unless specifically excluded by this article, any landowner or applicant requiring authorization for a land disturbance activity of 2,500 square feet or more shall submit to the City of Gillette a Stormwater Permit Application form provided by the City for that purpose.

A complete permit application form must also include the following:

- a. SWPPP
- b. Copy of Notice of Intent (NOI) submitted to the State as applicable to the requirements of the State of Wyoming (Wyoming DEQ)
- c. Non-refundable Permit Review Fee

4. Application Procedure

Permit applications for land disturbance activity must be filed with the City of Gillette and can be made on any regular business day. In general, the City of Gillette shall inform the applicant whether the application and plan are approved or disapproved within fifteen (15) business days of the receipt of a complete permit application, including all documents as required by this article. If the permit application and SWPPP are disapproved, the applicant may revise the permit application. If additional information is submitted, the City of Gillette shall inform the applicant that the permit application is either approved or disapproved generally within 15 business days from the date the additional information is received. Any additional submittals or plan changes will require additional review fees. If the permit application, including the SWPPP, is approved by the City of Gillette, all appropriate land disturbance activity permits under jurisdiction of the City may then be issued.

5. Permit Duration

Permits issued under this section shall be valid from the date of issuance through the date of anticipated completion as indicated on the Permit Application, but in no case longer than 12 months for single family residential construction with no more than one 12 month extension allowable with the applicable extension fee having been submitted. For subdivisions and commercial or industrial land development, the permit duration shall be 24 months with no more than one 12 month extension with the applicable extension fee having been submitted.

6. Permit Transfer

When the responsibility for controlling the stormwater discharges for a land disturbance activity changes from one Permittee to another, the current and future Applicant/Permittee shall submit a completed Notice of Transfer and Acceptance (NOTA) form to the City of Gillette. The form must be signed by both parties and shall be submitted to the City of Gillette within 14 days of the change in Permittee. The NOTA form is available from the City.

The new Permittee must comply with all conditions in this permit and with all provisions of the existing SWPPP until such time that the existing SWPPP is amended or replaced by a new SWPPP.

The new Applicant/Permittee may develop and implement a new SWPPP for their parcel(s) that meets all the terms and conditions of this permit, or adopt and continue to implement the original SWPPP provided it is adequate for the new activities occurring on-site. With either option, the Permittee shall ensure, either directly or through coordination with other Permittees that their SWPPP meets all terms and conditions of permit coverage and their activities do not interfere with another party's erosion and sediment control practices.

7. Exceptions to Permit Transfers

For the transfer of properties within a development (e.g., an original developer sells portions of the property to various homebuilders), the new Applicant must obtain their own permit coverage for their activity on that property. The Stormwater Permit shall be obtained prior to or in conjunction with the applicable Building Permit(s) and must be obtained at the time of property transfer. The overall development property will remain active under that Permittee until the conditions of this ordinance are met for Permit termination. Permit transfers would not apply under these circumstances.

For the transfer of properties between a homebuilder and a single family residence homeowner, the homebuilder must obtain signature of the homebuyer on the City provided Notice of Transfer and Acceptance Form. By signing the NOTA, the homebuilder and homeowner are mutually acknowledging that soil stabilization measures are in place, however, that the final stabilization requirement of the property is not yet met. The NOTA also gives notice that it is the homebuyer's responsibility under the language of this ordinance to establish final stabilization by either sod, seeding, landscaping, or other applicable combination of final stabilization measures as outlined in the City's Storm Drainage Design Manual. The homeowner shall have twelve (12) months from the time of signing the NOTA to meet the final stabilization requirement.

8. Permit Termination

When all land disturbing activities are complete and final stabilization and/or required landscaping has been established, the Permittee shall complete a Certificate of Termination (COT) form obtained from the City of Gillette. If covered under the WYPDES Large Construction General Permit, Permit holders are also required to submit a copy of the Wyoming DEQ Notice of Termination (NOT) to the City of Gillette.

The City of Gillette will then conduct a final inspection and issue a Certificate of Termination if conditions of the permit have been met and all stormwater management practices have passed inspection.

If compliance is not met, the City will notify the permit holder to remedy the remaining issues and to request a new final inspection once complete. A COT will only be issued

after the City of Gillette has conducted a final inspection and all stormwater management practices have passed final inspection requirements.

Exception to final stabilization requirement for Permit Termination: At the point of property transfer and signing of the NOTA by a single family residence homebuyer and a homebuilder, the homebuilder is also acknowledging compliance with all other requirements of the Permit, including temporary soil stabilization, and can terminate their Permit through the function of the NOTA form and upon final inspection of the site by the City. Final stabilization under this circumstance becomes the homebuyer's responsibility.

(Ord. 3891, 4-19-2016)

§ 7-25. ~~Stormwater~~~~TORMWATER~~ Permit~~ERMIT~~ Fees~~EES~~

1. Stormwater Permit Fees

The fee for a stormwater permit for any land disturbing application shall be established by the City of Gillette and shall be based on the number of units for Single Family Dwellings, and on the area of disturbance for Subdivisions and Commercial and Industrial Development.

The fees shall be set forth as follows:

Stormwater Permit Fee Schedule			
Subdivisions			
	Area of Disturbance		Permit Fee
	<5 acres		\$100
	5 acres or more		\$0*
Commercial and Industrial Developments			
	<5 acres		\$100
	5 acres or more		\$0*
Permit Extension Fee for all above Permits			\$250
*\$200-\$500 WYDEQ Large Construction General Permit fees apply			
Single Family Dwelling Permits (as defined by IRC)			
Dwelling Units			\$30/unit

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Permit Extension Fee	\$100

(Ord. 3891, 4-19-2016)

§ 7-26. ~~Erosion and Sediment Control~~
~~Inspection~~

1. Best Management Practices (BMPs) for Erosion and Sediment Control

Installation and maintenance of BMPs for Erosion and Sediment Control are required for all land disturbing activities requiring a Stormwater Permit from the City of Gillette, and any site that discharges sediment into the City's storm drainage system. Grading, erosion control practices, sediment control practices, and waterway crossings shall meet the design criteria set forth in the most recent version of the City of Gillette Storm Drainage Design Manual, and shall be adequate to prevent transportation of sediment from the site to the satisfaction of the City of Gillette. Specific BMP selection and compliance with the manufacture's installation and maintenance criteria are the responsibility of the Permittee.

Site clearing, except those activities necessary to establish sediment control devices, shall not begin until all perimeter and initial phasing sediment control devices have been installed.

Erosion control requirements shall include the following:

- a. Final or temporary stabilization of disturbed areas must, at a minimum, be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding fourteen (14) calendar days. Operators are not required to initiate stabilization measures in areas of a project that are essential for site access or work activities until those areas are no longer needed for ongoing access or work.
- b. Temporary stabilization may be used whenever construction activities are expected to resume in the area to be stabilized or when weather or other conditions are not appropriate for initiation of permanent stabilization. Temporary stabilization includes practices such as cover crop planting, installation of rolled erosion products, mulching (provided the mulch is protected from wind such as crimping straw mulch into the soil), or surface roughening (such as plowing to achieve a rough, cloddy surface). Practices that provide equivalent erosion protection may be used.

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- c. Areas to be protected include graded slopes, ditches, berms and soil stockpiles and all other disturbed areas with potential to contribute sediment to runoff that will leave the construction site.
- d. The entire site must be stabilized, using a heavy mulch layer or another method that does not require germination to control erosion, at the completion of the construction project and/or close of the construction season (e.g., winter shutdown).
- e. Techniques shall be employed to prevent the blowing of dust or sediment from the site. All entities subject to regulation under this ordinance are required to make every reasonable effort to minimize dust from construction and land disturbing activities.
- f. Techniques that divert upland runoff past disturbed slopes shall be employed.
- g. Where the initiation of stabilization is precluded by snow cover or frozen ground conditions, stabilization measures must be initiated as soon as practicable.

2. Notice of Construction Commencement

The Permittee must notify the City of Gillette before the commencement of construction. Initial inspections specific to the implementation of the SWPPP BMPs shall be conducted by City staff. All inspections shall be documented and written reports prepared that contain the following information:

- a. The date and location of the inspection;
- b. Whether construction is in compliance with the approved SWPPP;
- c. Variations from the approved SWPPP; and/or
- d. Any deficiencies or violations that exist

If any violations or deficiencies are found, the Permittee shall be notified in writing at the time of inspection of the nature of the deficiency or violation and the required corrective actions. No additional work shall proceed until any violations or deficiencies are corrected, or the City of Gillette gives approval for work to proceed.

3. Inspection Requirements

Permittee Inspections:

The Permittee or their qualified personnel shall make regular inspections of all control measures in accordance with the inspection schedule outlined in the approved SWPPP as hereinafter required. All inspections shall be documented in written form.

a. Active construction sites:

Inspections must be conducted in accordance with one of the two schedules listed below. You must specify in your SWPPP which inspection schedule you will use.

- 1) At least once every 14 calendar days and within 24 hours of any precipitation and/or snow melt event which exceeds 0.5 inches. The Permittee shall have the option of maintaining a rain gauge at their site or using the nearest National Weather Service precipitation gauge station. OR
- 2) At least once every seven days.

b. Inactive construction sites.

The frequency of inspections may be reduced to once every 30 days after the Permittee has completed earthwork and construction activities at the construction site and has installed BMPs as specified in the SWPPP. All areas to be inspected monthly must have initiated temporary or permanent stabilization measures as required.

If the qualified personnel responsible for implementing the SWPPP changes, the changes must be noted in the SWPPP within 14 days of transfer of operational control and must list the new qualified personnel.

The SWPPP, inspection reports, and plans for grading, stripping, excavating, and fill work bearing the stamp of approval of the City of Gillette shall all be maintained and available at the construction site unless infeasible. In cases where there is not a trailer or structure to store these documents, they must otherwise be made readily available to the City upon request.

SWPPP retention, plan revisions or amendments, and plan availability shall be managed and as outlined by the WY DEQ SWPPP requirements.

City Inspections:

The City of Gillette may inspect any construction site, industrial facility or other premises required to comply with the provisions of this article to determine compliance with the rules, regulations and standards of the City of Gillette and/or Wyoming DEQ. Inspection programs may be established on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other

notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of businesses or industries of a type associated with higher than usual discharges of contaminants or pollutants, or with discharges of a type which are more likely than the typical discharge to cause violations of state or federal water quality standards or the WYPDES general construction stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws.

The Permittee shall allow the City or its representatives to enter upon the premises during all regular construction hours for the inspection, sampling and the examination and copying of records. This includes the right to enter a property when it has a reasonable basis to believe that a violation of this article is occurring or has occurred, and to enter when necessary for abatement of a public nuisance or correction of a violation of this article. All violation notices will be presented to the Permittee in accordance with the Enforcement and Penalties Chapter of this Article.

For single family residential permits, City inspection of BMPs will occur in conjunction with other relevant site inspections, with exception to the initial inspection of BMP installation, which must be coordinated prior to commencing with construction activity.

For residential and commercial subdivisions and commercial or industrial land developments, the Permittee shall notify the City of Gillette of each of the following events in conjunction with the milestones of the project as listed:

- a. Installation of sediment and erosion measures (BMPs) (Preconstruction Meeting)
- b. Start of construction (Preconstruction Meeting)
- c. Completion of site clearing (Weekly Progress Reports)
- d. Completion of rough grading (Weekly Progress Reports)
- e. Completion of final grading (Weekly Progress Reports)
- f. Completion of the construction season (Final Inspections/Project Acceptance)
- g. Completion of final landscaping and/or final stabilization (Permit Termination)

4. BMP Maintenance

On any property on which grading or other work has been done pursuant to a permit granted under the provisions of this Article the Permittee shall, at a minimum, conduct inspections and maintain and/or repair all graded surfaces and erosion control facilities, drainage structures or means and other protective devices, plantings, and ground cover installed while construction is active in accordance with the approved SWPPP, as applicable.

All control devices similar to silt fence or fiber rolls must be repaired, replaced, or supplemented when they become nonfunctional, the sediment reaches 1/3 of the height of the device or as recommended in the manufacture's specification (if manufacturer's specifications are different, then a copy of the specifications should be kept with the SWPPP).

Repairs and maintenance should be made within the following time frames;

- a. Active construction sites: These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access.
- b. Inactive construction sites: These repairs must be made within 14 days of discovery, or as soon as field conditions allow access.

5. Final Stabilization Requirements and Landscaping

Any area of land from which the natural vegetative cover has been either partially or wholly cleared or removed by development activities shall be stabilized or re-vegetated within fourteen (14) calendar days from the substantial completion of such clearing activities. Criteria for stabilization are outlined in the Storm Drainage Design Manual.

After construction is complete and final stabilization is installed, the owner or their agent shall continue to regularly inspect the vegetation until adequate turf or other suitable type of stabilization is established as described under the Final Stabilization definition.

At the completion of construction for commercial development, when the required landscaping is utilized as a method of final stabilization, a Notice of Termination will not be granted for the site until landscaping is approved.

(Ord. 3891, 4-19-2016)

~~§ 7-27.- Requirements~~~~EQUIREMENTS forFOR StormwaterFORMWATER~~
~~PollutionOLLUTION~~

PREVENTION PLAN (SWPPP)

1. A SWPPP is required as part of all stormwater permits which disturb 2,500 square feet or more including subdivisions, commercial, industrial, and residential construction.

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No application for development that requires a Stormwater Permit will be approved unless it includes a stormwater pollution prevention plan detailing how the SWPPP will be administered and in concept how runoff and associated water quality impacts resulting from the development will be controlled or managed. The SWPPP must indicate whether stormwater will be managed on-site or off-site, and the general location and type of practices.

This plan must be prepared and signed by a Design Professional who will verify that the design of all stormwater management practices meet the submittal requirements outlined in the SWPPP Checklist found in the Storm Drainage Design Manual. For individual residential lots, a Design Professional is recommended but not required. No Permit to Construct, Building, Grading, or Stormwater Permit shall be issued until a satisfactory final SWPPP, or a waiver thereof, shall have undergone a review and been approved by the City of Gillette after determining that the plan or waiver is consistent with the requirements of this article. The SWPPP may be referred for comment to all other interested agencies.

2. Stormwater Pollution Prevention Plan Requirements

A SWPPP shall be required with all permit applications and will include sufficient information as specified in the Storm Drainage Design Manual (e.g., maps, hydrologic calculations, etc.). The intent of this document is to inventory pollutants which have potential to leave the construction site in storm water runoff, identify Best Management Practices (BMPs) which, when implemented, will eliminate or minimize pollutants in runoff and meet the terms and conditions of the permit. Guidance materials for BMP selection and implementation can be found in the Storm Drainage Design Manual to determine the type of stormwater management measures necessary for the proposed project, and ensure adequate planning for management of stormwater runoff from future development. At a minimum the SWPPP shall meet the requirements of the WYPDES Large and Small Construction General Permit requirements, including:

- a. Identification of a SWPPP administrator
- b. Site description - narrative
- c. Site Map(s)
- d. Type and location of Best Management Practices (BMPs) and perimeter control
- e. Operations/Maintenance/Inspection Schedule(s)
- f. Training
- g. Amendment(s)
- h. Plan Availability/Retention
- i. Final Stabilization

For development or re-development occurring on a previously developed site, an applicant shall be required to include within the SWPPP, BMPs for controlling existing stormwater runoff discharges from the site in accordance with the standards of this article to the maximum extent practicable.

(Ord. 3891, 4-19-2016)

~~§ 7-28. Maintenance and Repair of Stormwater
Detention Facilities.~~

1. Maintenance Covenants

In an effort to minimize danger to public safety and public health, maintenance of all private, post construction detention facilities shall be ensured through the creation of a formal maintenance covenant that must be approved by the City of Gillette and recorded into the land record prior to final plan approval. This agreement will include any and all maintenance easements required to access and inspect the stormwater management practices, and to perform routine maintenance as necessary to ensure proper functioning of the stormwater detention facilities. As part of the covenant, a schedule shall be developed outlining the frequency with which maintenance will occur to ensure proper function of the facility and the parties responsible for maintenance. The covenant shall also include plans for periodic inspections to ensure proper performance of the facility between scheduled cleanouts and a facility site map.

In the cases of residential subdivisions, or in other instances as decided by the City Engineer, the City of Gillette, in lieu of a maintenance covenant, may accept dedication of any existing or future detention facility for maintenance, provided such facility meets all the requirements of this chapter and includes adequate and perpetual access and sufficient area, by easement or otherwise, for inspection and regular maintenance.

2. Requirements for Maintenance Covenants

All detention facilities must undergo, at the minimum, an annual inspection to document maintenance and repair needs and ensure compliance with the requirements of this Article and accomplishment of its purposes. These needs may include those outlined in the Storm Drainage Design Manual. Any maintenance needs found must be addressed in a timely manner, as determined by the City of Gillette, and the inspection and maintenance requirement may be increased as deemed necessary to ensure proper functioning of the stormwater management facility.

3. Records of Installation and Maintenance Activities

Parties responsible for the operation and maintenance of a stormwater management facility shall make records of the installation and of all maintenance and repairs, and shall

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retain the records for at least 3 years. These records shall be made available to the City of Gillette during inspection of the facility and at other reasonable times upon request.

4. Failure to Maintain Practices

If a responsible party fails or refuses to meet the requirements of the maintenance covenant, the City of Gillette, after reasonable notice, may correct a violation of the design standards or maintenance needs by performing all necessary work to place the facility in proper working condition. In the event that the stormwater management facility becomes a danger to public safety or public health, the City of Gillette shall notify the party responsible for maintenance of the stormwater management facility in writing. Upon receipt of that notice, the responsible person shall have ten (10) calendar days to complete/remedy maintenance and repair of the facility in an approved manner. After proper notice, the City of Gillette shall assess the owner(s) of the facility for the cost of repair work plus any penalties which in part shall include an administrative fee of 15%.

5. As-Built Plans and Facility Site Map

All Permittees are required to submit actual "as built" plans and facility site map for any post-construction stormwater detention facilities located on-site after final construction is completed. The plan must show the final design specifications for all permanent BMPs and must be certified by a Wyoming licensed professional engineer. A final inspection by the City of Gillette is required before the Permit to Construct is closed out or a Commercial Project Certificate of Occupancy is issued.

(Ord. 3891, 4-19-2016)

~~§ 7-29. -WaiversAIVERS toTO StormwaterTORMWATER DetentionETENTION~~
~~RequirementsEQUIREMENTS~~

1. Waivers for Providing Post-Construction Stormwater Detention

Every applicant shall provide for stormwater quantity management, unless they file a written request to waive this requirement, and only as approved by the City Engineer. Post-construction water quality is encouraged but not required except when the site directly discharges to a wetland, or as otherwise required by the City Engineer.

The minimum requirements for stormwater detention may be waived in whole or in part upon written request of the applicant, provided that at least one of the following conditions applies:

- a. It can be demonstrated that the proposed development is not likely to impair attainment of the objectives of this Article.

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- b. Provisions are made to manage stormwater by an off-site facility. The off-site facility is required to be designed, adequately sized and installed to be able to provide a level of stormwater control/enhancement that is equal to or greater than that which would be afforded by on-site practices and has a legally obligated entity deemed acceptable by the City of Gillette responsible for long-term operation and maintenance of the stormwater facility.
 - c. The City of Gillette finds that meeting the minimum on-site detention requirements is not feasible due to the natural or existing physical characteristics or restraints of a site.
 - d. Non-structural practices are provided that reduce the generation of stormwater from the site. These non-structural practices are explained in detail in the current Storm Drainage Design Manual.
2. In instances where one of the conditions above applies, the City of Gillette may grant a waiver from strict compliance with stormwater detention provisions that are not achievable, provided that acceptable mitigation measures are provided. However, to be eligible for a waiver, the applicant must demonstrate to the satisfaction of the City of Gillette that the immediately downstream waterways will not be subject to:
- a. Deterioration of existing culverts, bridges, dams, and other structures;
 - b. Deterioration of biological functions or habitat;
 - c. Accelerated stream bank or streambed erosion or siltation;
 - d. Increased threat of flood damage, or risk to public health, life or property.

Furthermore, where compliance with minimum requirements for stormwater detention is waived, the Applicant will satisfy the minimum requirements by meeting one of the mitigation measures selected by the City of Gillette. Mitigation measures may include, but are not limited to:

- a. The purchase and/or donation of privately owned lands or the grant of an easement to be dedicated for preservation of green space shall be undertaken by the City of Gillette. These lands should be located adjacent to the stream corridor in order to provide permanent buffer areas to protect water quality and aquatic habitat.
- b. The creation of a stormwater detention facility or other drainage improvements on previously developed properties, public or private, that currently lack BMPs designed and constructed in accordance with the purposes and standards of this article.

3. ~~Fee in Lieu of Stormwater Detention~~

~~Where the City of Gillette waives all or part of the minimum stormwater detention requirements, or where the waiver is based on the provision of adequate stormwater detention facilities provided upstream or downstream of the proposed development, the Applicant shall be required to pay a fee in accordance with the basin fee schedule (unless the developer and the City of Gillette agree on a greater alternate contribution) established by the City of Gillette, and based on the percent imperviousness of the proposed project over and above existing site conditions. All of the monetary contributions shall be credited to an appropriate Stormwater Capital Improvements Program project fund, and shall be made by the Developer prior to the subdivision plat being recorded or, if no record plat is required, prior to issuance of building permit or Permit to Construct.~~

~~The basin fee map can be found in the City's Stormwater Master Plan, and the corresponding basin fee schedule is set forth as follows:~~

Basin Fee Schedule	
Basin(s)	Basin Fee (per impervious acre)
1, 2, 3, 4	\$0.00
6, 7, 8, 9, 10, 12	\$1,608.00
5, 11	\$3,357.00

4. ~~Dedication of Land or Other Improvements~~

~~In lieu of a monetary contribution, an Applicant may obtain a waiver of the required stormwater detention by entering into an agreement with the City of Gillette for the granting of an easement or the dedication of land by the Applicant, to be used for the construction of an off-site stormwater detention facility. The agreement shall be entered into by the Applicant and the City of Gillette prior to the recording of plat or, if a recorded plat is not required, prior to the issuance of the building permit or Permit to Construct.~~

5. 3. When a site development plan is submitted that qualifies as a re-development project as defined in Chapter 7-22 of this Article, decisions on permitting and on-site stormwater detention requirements shall be governed by stormwater sizing criteria found in the current Storm Drainage Design Manual. This criterion is dependent on the amount of impervious area created by the development and its impact on water quality. Final authorization of all re-development projects will be determined after a review by the City of Gillette Engineering Division.

(Ord. 3891, 4-19-2016)

§ 7-30. ~~-Basic~~ASIS StormwaterTORMWATER DetentionETENTION DesignESIGN
CriteriaRITERIA

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Unless judged by the City of Gillette to be exempt or granted a waiver, all site designs shall establish stormwater detention practices to control the peak flow rates of stormwater discharge associated with specified design storms and reduce the generation of stormwater. While not required to achieve quality standards at this time, these practices should seek to utilize pervious areas for stormwater treatment and to infiltrate stormwater runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical to provide treatment for both water quality and quantity.

The City of Gillette Storm Drainage Design Manual specifies performance criteria for each stormwater management practice.

1. Minimum Control Requirements

All stormwater management practices will be designed so that the specific storm frequency storage volumes as identified in the current Storm Drainage Design Manual are met, unless the City of Gillette grants the applicant a waiver or the applicant is exempt from such requirements.

In addition, if hydrologic or topographic conditions warrant greater control than that provided by the minimum control requirements, the City of Gillette reserves the right to impose any and all additional requirements deemed necessary to control the volume, timing, and rate of runoff.

2. Site Design Feasibility

Stormwater management practices for a site shall be chosen based on the physical conditions of the site. Applicants shall consult the Storm Drainage Design Manual for guidance on the factors that determine site design feasibility when selecting a stormwater management practice.

3. Conveyance Issues

All stormwater management practices shall be designed to convey stormwater to allow for the reduction in flow velocities and minimization of pollutant discharges. This shall include, but not be limited to:

- a. Maximizing of flow paths from inflow points to outflow points
- b. Protection of inlet and outfall structures
- c. Elimination of erosive flow velocities
- d. Providing of underdrain systems, where applicable

The City of Gillette Storm Drainage Design Manual provides detailed guidance on the requirements for conveyance for each of the approved stormwater management practices.

4. Stream Channel Protection

Non-structural controls reduce the volume of stormwater runoff generated on-site and eliminate opportunities for pollutants to enter the stormwater system. Wherever possible developments should seek to preserve existing natural features such as riparian setbacks and enhance buffer areas.

5. Non-Structural Stormwater Practices

The use of non-structural stormwater treatment practices is encouraged in order to minimize the reliance on structural practices. Reductions in the amount of stormwater runoff can be obtained through the use of non-structural practices that reduce the generation of stormwater from the site. These non-structural practices are explained in detail in the Storm Drainage Design Manual and Applicants wishing to use non-structural practices must ensure that these practices are documented and remain unaltered by subsequent property owners.

(Ord. 3891, 4-19-2016)

§ 7-31. ~~Enforcement~~**NFORCEMENT** and~~AND~~ ~~Penalties~~**ENALTIES**

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1. It will be the responsibility of the Stormwater Discharger and/or Permittee to ensure compliance with all sections of this Article.

A Stormwater Discharger and/or Permittee who violates any provision of this Article, even if it does not violate any WYPDES permit conditions or limitations, is subject to enforcement and penalties described herein.

2. Enforcement Mechanisms

- a. It is the intent of this Article that a process of compliance be pursued, when possible, prior to enforcement measures.
- b. Violations may be enforced through any or all of the following measures:
 - i. Notice of Deficiency
 - ii. Notice of Violation and Civil Penalty
 - iii. Stop Work Order
 - iv. Permit(s) Suspension and/or Revocation

v. Proceedings in Law

- c. If, in the City of Gillette's assessment, the activities or lack of activity of the Stormwater Discharger and/or Permittee warrant or necessitate a more intensive enforcement mechanism, the City of Gillette may pursue those enforcement measures. The City of Gillette shall make the assessment of warrant and/or necessity based on a number of factors including, but not limited to, history of non-compliance, blatant disregard for the requirements or immediate adverse impact to adjacent properties, the MS4 and/or Waters of the State.

3. Notice of Deficiency

In instances when the City of Gillette, based on observations or investigations, has reasonable cause to believe that a deficiency of this Article has occurred, the City of Gillette is authorized to notify the Stormwater Discharger and/or Permittee in writing of the following items:

- a. Date and location of the site observation(s) or investigation(s)
- b. An itemized list of any deficiencies or failures
- c. A deadline in which the corrective actions are to be completed
- d. The written Notice of Deficiency shall be hand delivered, emailed, or mailed to the Stormwater Discharger and/or Permittee

4. Notice of Violation and Civil Penalty

When the City of Gillette determines that an activity is not being carried out in accordance with the requirements of this Article, and compliance has not been achieved through a Notice of Deficiency, the City shall issue a written Notice of Violation to the Stormwater Discharger and/or Permittee.

The Notice of Violation shall specify the following:

- a. Date and location of the site observation(s) or investigation(s)
- b. An itemized list of any deficiencies, violations or failures
- c. A deadline in which the corrective actions are to be completed
- d. The written Notice of Violation shall be delivered to the Stormwater Discharger and/or Permittee via certified mail

The Stormwater Discharger and/or Permittee shall notify the City of Gillette in writing of the anticipated date of completion of the corrective action(s). When compliance measures specified in the Notice of Violation are satisfactorily completed based upon

inspection by the City of Gillette on or after the anticipated completion date, the City of Gillette shall provide a written Notice of Acceptance and confirmation of compliance.

Failure to comply with the written notice described above or with any section of this article shall be deemed a misdemeanor offense. For any violation of this article there shall be a maximum fine of seven hundred fifty dollars (\$750) per day per violation, and any other penalty as prescribed under section 16-1 of the Gillette City Code. Each day of violation constitutes a new offense.

5. Stop Work Order

In the event compliance cannot be achieved within the terms of a Notice of Deficiency or Notice of Violation, the City of Gillette may proceed with a Stop Work Order. In the event the City of Gillette perceives that there is an immediate adverse impact or blatant disregard for the requirements, it may issue a Stop Work Order without first administering a Notice of Deficiency, Notice of Violation, Permit Suspension or Permit Revocation. The Stop Work Order shall be delivered to the Stormwater Discharger and/or Permittee and/or posted on the job site.

Persons receiving a Stop Work Order will be required to halt all construction activities. This Stop Work Order will be in effect until the City of Gillette confirms that the land disturbing activity is in compliance and the violation has been satisfactorily addressed. Failure to comply with a Stop Work Order can result in civil, criminal, or monetary penalties in accordance with the enforcement measures authorized in this Article.

6. Permit/License Suspension and/or Revocation

In the event compliance cannot be achieved within the terms of a Notice of Deficiency and/or Notice of Violation, the City of Gillette may proceed with permit(s) suspension or revocation. The City of Gillette may also follow all procedures outlined by the Board of Examiners for the suspension of Contractor license for failing to build in compliance with this Article. The City of Gillette may also refuse issuance or suspend any additional permits when all other methods of enforcement have proven unsuccessful.

When suspension or revocation has occurred:

- a. Land-disturbing activities are not allowed on a project site when a permit has been suspended or revoked other than those required to address deficiencies/violations.
- b. The written Permit Suspension or Revocation shall be hand delivered and/or sent by certified mail to the Permittee.

- c. A Permit Suspension may require that the Permittee submit a revised portion of the Stormwater Pollution Prevention Plan as indicated by the City of Gillette for review and acceptance by the City of Gillette of the specific issue of contention. When a Permit Suspension is removed, the City of Gillette shall provide written notice to the Permittee.
- d. A permit Revocation requires that the Permittee resubmit a Stormwater Pollution Prevention Plan for a full review and acceptance by the City of Gillette.
- e. When a permit is revoked, the Permittee must re-apply for permit coverage through the normal permitting process and shall be required to pay established permit fees.

7. Legal Proceedings

If the enforcement mechanisms described in this Article prove to be unsuccessful in reaching compliance, or there is a blatant disregard for the requirements, or there is an immediate adverse impact to adjacent private or public property, the City of Gillette may proceed with all procedures afforded it under the laws of the City of Gillette and the State of Wyoming including injunctive relief.

(Ord. 3891, 4-19-2016)

~~§ 7-32. Right to Appeal~~

Any Stormwater Discharger and/or Permittee (hereinafter the Discharger) aggrieved by the actions outlined in this article by the Chief Building Official or City Engineer of the City of Gillette in their administration of these regulations may file an interim appeal. For grievances of the enforcement actions rendered by the City Engineer or Chief Building Official, the Discharger will file their appeal with the Development Services Director. The appeal shall be in writing, shall be submitted within seven (7) days of the action or decision appealed from, and shall state the specific relief which the Discharger seeks. Within seven (7) days of receipt of the request, the Development Services Director will issue formal findings determining the proper disposition of the matter.

In the event the Discharger is dissatisfied with the formal findings issued according to the preceding paragraph, they may request a hearing before the City of Gillette Board of Examiners by filing a Notice of Appeal with the Building Official within ten (10) days of mailing date of the written findings. The Notice of Appeal shall be in writing, and shall state the specific relief which the Discharger seeks. Within thirty (30) days of the receipt of the Notice of Appeal, the City of Gillette Board of Examiners shall hold a hearing to determine the proper disposition of the matter. At the hearing, the Board of Examiners shall consider not only the testimony of the Discharger, but also the testimony of the Chief Building Official, City Engineer, or Development Services Director as the case may be, (hereinafter the City Official) who issued the order or took that action that is the subject of the appeal, and shall review the materials originally filed in support of the interim

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appeal and the formal findings. The City of Gillette Board of Examiners shall either reaffirm or modify the decision in the record of its hearing. Upon completion of the hearing, the Board of Examiners shall notify the Discharger and the City Official of its decision by sending written findings of fact and conclusions of law (the Final Order) by certified mail. The Discharger may then proceed based upon this decision of the City of Gillette Board of Examiners.

The Discharger or the City Official may appeal by filing a Notice of Appeal within thirty (30) days of postmarked mailing date of the Board's Final Order and have the record of their case reviewed by the Gillette City Council. The hearing before the City Council shall be on the record as a whole as it was developed before the Board of Examiners. The Discharger and the City Official shall be given the opportunity to make oral argument before the City Council. The City Council may affirm or reverse the decision appealed from and may direct that the Board of Examiners conduct further hearings.

The failure of the Discharger to appeal as provided in this section shall make the action of the City Official final and not subject to review in any other tribunal. The failure of the Discharger to attend the hearing before the Board of Examiners, as provided in this section, shall make the decision of the City Official final and not subject to review in any other tribunal.

(Ord. 3891, 4-19-2016)

STANDARD DRAWING CHANGES FROM 2020 EDITION for 2025 EDITION		
Standard Drawing Name	Standard Drawing #	Description of Change
Move all Standard Drawings to Specs		Move all standard drawings (details) from the Design Standards to the Spec Book.
RESIDENTIAL ACCESS CONTROL AND OFFSETS	02530-02	Remove 5' offset from property line Added "32' or 50% of lot line dimension per the adjacent street"
COMMERCIAL & INDUSTRIAL ACCESS CONTROL	02530-03	Remove 5' offset from property line Change spacing between driveways/street intersections for a local/local through street to 50' and not 100'
SANITARY SEWER SERVICE LINE	02700-06	Changed "Sewer Pipe Wye, Tee Wye combination" to "Sewer pipe factory wye" Removed "6"" and "8" (or larger)" and added "factory" to Note 1. Added Note 4. "Repair saddles may be only be used when approved by Wastewater Division"
LANDSCAPE DETAILS	02900-01 thru 02900-06	2020 Landscape Details removed and replaced in their entirety.
IRRIGATION DETAILS	02920-1 thru 02920-33	2020 Irrigation Details Remove and Replaced in their entirety.

STANDARD SPEC CHANGES FROM 2020 EDITION for 2025 EDITION			
SECTION	PART	Subsection	Description of Change
Move all Standard Drawings to Specs			Move all standard drawings (details) from the Design Standards to the Spec Book.
Section 02920-IRRIGATION	All	All	Section 02920-IRRIGATION as previously published in 2020 editon is removed and replaced entirely with 2025 edition.

STANDARD DESIGN STANDARDS CHANGES FROM 2020 EDITION for 2025 EDITION			
SECTION	Section	Subsection	Description of Change
101	All		Remove "City of Gillette CAD Standards" Delete "ePlans" verbiage or replace with "electronic software permitting"
	101.10	D	Delete "Any water and/or sewer service lines not needed shall be abandoned according to the City of Gillette Design Standards and Standard Construction Specifications prior to the plat being recorded."

STANDARD DESIGN STANDARDS CHANGES FROM 2020 EDITION for 2025 EDITION (CONT'D)			
SECTION	Section	Subsection	Description of Change
102	102.3		Replaced "black line copies" with "electronic copies"
103	103.10.2	A	Deleted "two unbound sets and one bound set of size B (11x17)black line prints"
	103.10.3	1	Added "printable" and deleted "size B"
		3	Replaced with "Shapefiles and CAD files (dwg) are acceptable formats of record drawings."
	103.10.4		Added "in the design standards" and removed "at the City Engineer's Office". Added "electronically"
	103.20.1		Added "prior to final acceptance"
	103.20.2		Added "private development" and added "an electronic set of plans"
			Added "prior to final acceptance or certificate of occupancy can be given for the development."
301 DESIGN OF WATER DISTRIBUTION SYSTEMS	6	6-b-ii	Updated "6-b-ii" to "9-c-iii" per DEQ updates
		6-b-iii	Updated "6-b-iii" to "9-c-iv" per DEQ updates
	14		Updated Section "14" to "16" and "14-b-iii" to 16-e
			Updated "Add new subsection after subsection 16-f-v
			Added subsection "vi"
			Add new section after "subsection 16-d-ii"
		14-b-vi	Updated to "16-d-ii (iii) Dead-end "other flushing device and shall not exceed 1,200 feet in total distance"
			Updated subsection "14-b-vii" to "16-d-viii"
			Updated "(viii)" to "(iv)"
		(viii) Services	Inserted "All commercial building plans shall include a detailed water riser diagram showing valve(s) and water meter(s) sizes and shall include the type and size of all backflow prevention."
			Replaced paragraph two with "There shall be only one tap and water service line from the main to the property line for each lot unless any single structure on the lot allows for more than one occupied space for separate lease or ownership. Unless otherwise approved by the City Engineer, any single structure with a single utility room that allows for more than one occupied space, shall have an individual water meter and shut off valve installed for each occupied space within the utility room. If any occupied space within the structure has a separate or individual utility room, then the occupied space shall have an individual water meter, shut off valve and curb stop installed. "
			Replaced paragraph three with "The City Engineer may approve a single tap from the main to be divided at the property line into multiple service lines with each individual water service line having a meter and a curb stop."
			Added "Add new subsection 16-d-iv"
			Updated "(ix)" to "(v)"
			Added "after subsection 16-d-v"
			Updated "(x)" to "(vi)"
			Added "add subsection after 16-d-vi"
			Updated "(c) Valves" to "(vii) valves"
			Updated "subsection 14-f-l and 14-f-ii" to "subsection "16-h-i, 16-h-ii, 16-h-iii"
			Updated "Add the following language at the end of Subsection 14-f-v" to "(iii) Cover"
			Updated "14-i" to "16-m"

STANDARD DESIGN STANDARDS CHANGES FROM 2020 EDITION for 2025 EDITION (CONT'D)			
401 DESIGN OF SANITARY SEWER SYSTEMS	9	9-C-iii-D	Add to (D) Connections - "All new construction shall require a factory wye connection to any collection line. Flexible couplings shall not be used for any service connections within the right of way or easements of any collection line. Tapping saddles for new construction shall only be allowed if approved by the Wastewater Division."
			Replace 2nd paragraph with "Connections of sewer services less than eight (8) inches in diameter shall connect to collection lines and not manholes."
			Replace third paragraph with "Sewer services will be extended to a point on each lot, which is a minimum of ten (10) feet from the lower property corner based on the sanitary sewer main lowest elevation. For any building with more than one occupied space, for separate lease or ownership, a sewer cleanout shall be installed outside of the building for each individual occupiable space, unless approved by the City Engineer."
		9-d-i	Deleted "Dead end lateral lines shall terminate in a manole."
609 DESIGN OF FLEXIBLE PAVEMENTS	609.2		Updated Alleys asphalt thickness to "6.0 inches" and Local/Local Through asphalt thickness to "5.0"
610 DESIGN OF RIGID PAVEMENTS	610		Replaced "twenty year design life to "30"
	610.2		Updated Alleys concrete thickness to "6 inches", Local/Local Through "6.0" and Collector to "6.5"
611 STREET GEOMETRICS	611.08		Added "H. The maximum length of a cul-de-sac shall not exceed 1,200 feet from any intersecting street

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 7, SECTIONS 7-1, 7-2, 7-3, 7-4, 7-5, 7-17, 7-18, 7-20 and 7-29 OF THE GILLETTE CITY CODE.

RECITAL: the Governing Body of the City of Gillette desires to amend Chapter 7 Section 7-1 “Adoption of City of Gillette 2017 Standard Construction Specifications”, 7-2 “Adoption of City of Gillette 2017 Design Standards”, 7-3 “Adoption of City of Gillette 2010 CAD Standards”, 7-4 “Adoption of City of Gillette ePlans Electronic Plan Review Process”, 7-5 “Adoption of the 2011 Storm Drainage Design Manual”, 7-17 “System Development Charge and Plant Investment Fee – Water”, 7-18 “Transfer of Plant Investment Fee Credits”, 7-20 “Plant Investment Fee Financing” and 7-29 “Waivers to Stormwater Detention Requirements” and the entire chapter has been modified for consistency, including fonts and titles of the Gillette City Code.

THEREFORE, be it ordained by the governing body of the City of Gillette:

SECTION ONE. Chapter 7 of the Gillette City Code is amended to read as follows (with changes noted in red):

ARTICLE 1

Construction and Design Standards.

- §7-1 City of Gillette Standard Construction Specifications
- §7-2 City of Gillette Design Standards
- §7-3 (unused)
- §7-4 City of Gillette Electronic Plan Review Process
- §7-5 City of Gillette Storm Drainage Design Manual

ARTICLE 2

Alleys and Easements

- §7-6 Alleys and Easements.
- §7-7 (unused)
- §7-8 (unused)

ARTICLE 3

§7-9 (repealed) (Ord. 3891, 4-19-2016)

ARTICLE 4

Flood Plain Management.

§7-10 Statutory Authorization, Findings of Fact, Purpose And Methods

§7-11 Definitions

§7-12 General Provisions

§7-13 Administration

§7-14 Provisions For Flood Hazard Reduction

§7-15 Penalties For Noncompliance

ARTICLE 5

Plant Investment Fees

§7-16 Plant Investment Fees - Sewer.

§7-17 System Development Charge and Plant Investment Fee - Water.

§7-18 (unused)§7-19 Payment For Overford Water and Sewer Lines.

§7-20 (unused)

ARTICLE 6

Stormwater Management

§ 7-21 Purpose, Findings of Fact, Applicability, Compatibility, Severability and City Storm Drainage Design Manual

§ 7-22 Definitions

§ 7-23 General Prohibitions

§ 7-24 Stormwater Permit Procedures and Requirements

§ 7-25 Stormwater Permit Fees

§ 7-26	Erosion and Sediment Control Inspection
§ 7-27	Requirements for Stormwater Pollution Prevention Plan (SWPPP)
§ 7-28	Maintenance and Repair of Stormwater Detention Facilities
§ 7-29	Waivers to Stormwater Detention Requirements
§ 7-30	Basic Stormwater Detention Design Criteria
§ 7-31	Enforcement and Penalties
§ 7-32	Right to Appeal

ARTICLE 1

Construction and Design Standards.

§ 7-1. City of Gillette Standard Construction Specifications.

The City of Gillette Standard Construction Specifications prepared by the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein as amended from time to time and adopted by Gillette City Council per resolution, as if set out in full to regulate construction within the City of Gillette. One copy shall be available for public inspection at the Office of the City Engineer and the Office of the City Clerk during normal business hours. The Department of Engineering will also provide copies for sale at a reasonable charge to cover the cost of preparation of the volume. (Ord. No. 1674, 3-2-88.; Ord. 3344, 10-4-2004; Ord. 3392, 11-7-2005 effective 1-1- 2006; Ord. 3653, 1-4-2010, effective 2-1-2010; Ord 3780, 12-17-2012, effective 1-1-2013, Ord. No. 3914, effective 5-1-2017; Ord. No. 3988, effective 1-1-2021).

§ 7-2. City of Gillette Design Standards.

The City of Gillette Design Standards, prepared by the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein, as amended from time to time and adopted by Gillette City Council per resolution, as if set out in full to regulate the design of public improvements within the City of Gillette. One copy shall be available for public inspection at the Office of the City Engineer and the Office of the City Clerk during normal business hours. The Department of Engineering will also provide copies for sale at a reasonable charge to cover the cost of preparation of the volume. (Ord. 1788 03/18/91; Ord. 3344, 10-4-2004; Ord. 3392, 11-7-2005 effective 1-1- 2006 Ord. 3653, 1-4-2010, effective 2-1-2010; Ord 3780, 12-17-2012, effective 1-1-2013, Ord. No. 3914, effective 5-1-2017; Ord. No. 3998, effective 1-1-2021).

§7-3 (unused) (Ord. 3676, 5-17-2010)

§7-4 City of Gillette Electronic Plan Review Process

A. The City of Gillette Electronic Plan Review Process, , and all associated documents is hereby adopted by this reference and incorporated herein as amended from time to time and adopted by Gillette City Council per resolution, as if set out in full to regulate how design documents, including plats, maps and engineering plans will be submitted for review by the City of Gillette. The electronic plan review process is a computer web-based software application that will be used by design professionals to submit documents in an electronic digital format. The digital documents will be reviewed by City of Gillette employees who will provide feedback electronically to facilitate thorough, complete and timely review.

B. For purposes of illustration but not limitation, the design documents that are subject to the electronic plan review process requirements include the following items submitted to the following designated City Divisions pursuant to the provisions of other City ordinances.

Planning Division

1. Commercial Site Plans
2. Annexation Plats
3. Sketch Plats
4. Preliminary Subdivision Plats
5. Final Subdivision Plats
6. Development Plans
7. Preliminary PUD Plats
8. Final PUD Plats
9. Easement or Right –of-way Vacations
10. Condominium Plats

Building Inspection Division

1. Commercial Building Permits
2. Residential Building Permits

Engineering Division

1. ROW permit (Excavation, Obstructing Public Ways and Placing anything within the Public Way)
2. Permit to Construct
3. Permit to Grade

C. The City has provided a “Quick Link” of the electronic permitting software and other related materials for public review and download on the City’s website (Ord. 3676, 5-17-2010; Ord. 3704, 1-18-2011)

§ 7-5 City of Gillette Storm Drainage Design Manual

The City of Gillette Storm Drainage Design Manual, prepared by the Department of Engineering of the City of Gillette is hereby adopted by this reference and incorporated herein as amended from time to time and adopted by Gillette City Council per resolution, as set out in full to regulate the design of public improvements within the City of Gillette starting January 1, 2012. One copy shall be available for public inspection at the office of the Department of Engineering and the office of the City Clerk during normal business hours. The Department of Engineering will also provide copies for sale at a reasonable charge to cover the cost of preparation of the volume. Ord 3780, 12-17-2012, effective 1-1-2013)

ARTICLE 2
Alleys and Easements

§7-6 Alleys and easements.

A. Alley and easement width. Alleys shall be a minimum of 20 feet in width. Easements for underground electrical, phone, cable TV and natural gas shall be a minimum of 10 feet in width. All other easements for utilities shall be a minimum of 20 feet in width. (Ord. 804, § 3, 11-17-75; Ord. 1903, 9-20-93; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

B. Installation of utilities; Street distances. Gas lines shall be installed within 5 feet of the odd side of the alley or easement. Other utilities shall be installed within 5 feet of the even side. All installations of gas and other utilities shall be in a straight line at a consistent distance from the center-line of the street, alley or easement, said utilities shall be installed on a uniform arc at a consistent distance from the centerline of the street, alley or easement. (Ord. No. 804, § 3, 11-17-75.; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

C. Grade. Grade shall be within 6 inches of final grade before installing utilities. (Ord. No. 804, § 3, 11-17-85.; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

D. Penalty. Persons who make or cause to be made changes in grade after utilities are installed are required to bear the costs associated with the change in grade together with any costs of relocating the utilities. (Ord. No. 804, § 3, 11-17-75.; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

E. City Property. Installation replacing or repair of pipe lines or conduits upon property including streets, alleys, or other public thoroughfares shall be done under the supervision of the City Administrator or his designee. (Ord. 419, §4.0102; Ord. 774, §§ 1, 2, 3-17-75; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010)

F. City Property, Excavations. Excavation on City property shall be of minimum necessary to complete the work. If possible, piping will be drilled under streets, alleys, and sidewalks. (Ord. 419, §4.0102; Ord. 774, §§ 1, 2, 3-17-75; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3676, 5-17-2010; Ord 3780, 12-17-2012, effective 1-1-2013)

§7-7 (unused) (Ord. 3676, 5-17-2010)

§7-8 (unused) (Ord. 3676, 5-17-2010)

ARTICLE 3

§7-9 (repealed) (Ord. 3891, 4-19-2016)

(Ord. No. 1153, 12-1-80; Ord. 3344, 10-4-2004)

ARTICLE 4

Flood Plain Management.

§7-10 Statutory Authorization, Findings of Fact, Purpose and Methods

SECTION A. STATUTORY AUTHORIZATION

The Legislature of the State of Wyoming has in Wyoming Statutes sections 15-1-103(a) (xi), (xxvii), (xxxi) and (xli) delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the Governing Body of the City of Gillette Wyoming does ordain as follows:

SECTION B. FINDINGS OF FACT

(1) The flood hazard areas of Campbell County, Wyoming are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.

(2) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazards areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

SECTION C. STATEMENT OF PURPOSE

It is the purpose of this ordinance to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

1. Protect human life and health;
2. Minimize expenditure of public money for costly flood control projects;

3. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
4. Minimize prolonged business interruptions;
5. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
6. Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and
7. Insure that potential buyers are notified that property is in a flood area.

SECTION D. METHODS OF REDUCING FLOOD LOSSES

1. In order to accomplish its purposes, this ordinance uses the following methods:
2. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;
3. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
4. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
5. Control filling, grading, dredging and other development which may increase flood damage;
6. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

(Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§ 7-11. Definitions

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

ALLUVIAL FAN FLOODING - means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.

APEX - means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

AREA OF SHALLOW FLOODING - means a designated AO, AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent chance or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

AREA OF SPECIAL FLOOD HAZARD - is the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed ratemaking has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AE, AH, AO, A1-99, VO, V1-30, VE or V.

BASE FLOOD - means the flood having a one percent chance of being equaled or exceeded in any given year.

BASEMENT - means any area of the building having its floor sub-grade (below ground level) on all sides.

CRITICAL FEATURE - means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

DEVELOPMENT - means any man-made change in improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

ELEVATED BUILDING - means a non-basement building (i) built, in the case of a building in Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor, or in the case of a building in Zones V1-30, VE, or V, to have the bottom of the lowest horizontal structure member of the elevated floor elevated above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the floor of the water and (ii) adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. In the case of Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, "elevated building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of flood waters. In the case of Zones V1-30, VE, or V, "elevated building" also includes a building otherwise meeting the definition of "elevated building," even though the lower area is enclosed by means of breakaway walls if the breakaway walls met the standards of Section 60.3(e)(5) of the National Flood Insurance Program regulations.

EXISTING CONSTRUCTION - means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

EXISTING MANUFACTURED HOME PARK OR SUBDIVISION - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION- Means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FLOOD OR FLOODING - means a general and temporary condition of partial or complete inundation of normally dry land areas from:

1. the overflow of inland or tidal waters.
2. the unusual and rapid accumulation or runoff of surface waters from any source.

FLOOD INSURANCE RATE MAP (FIRM) - means an official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY - is the official report provided by the Federal Emergency Management Agency. The report contains flood profiles, water surface elevation of the base flood, as well as the Flood Boundary-Floodway Map.

FLOODPLAIN OR FLOOD-PRONE AREA - means any land area susceptible to being inundated by water from any source (see definition of flooding).

FLOODPLAIN MANAGEMENT - means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

FLOODPLAIN MANAGEMENT REGULATIONS - means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The

term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOOD PROTECTION SYSTEM - means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the areas within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

FLOOD PROOFING - means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FLOODWAY (REGULATORY FLOODWAY) - means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE - means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE - means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE - means any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or

4. Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:

a) by an approved state program as determined by the Secretary of the Interior or;

b) directly by the Secretary of the Interior in states without approved programs.

LEVEE - means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

LEVEE SYSTEM - means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

LOWEST FLOOR - means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; **provided** that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood insurance Program regulations.

MANUFACTURED HOME - means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

MANUFACTURED HOME PARK OR SUBDIVISION - means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MEAN SEA LEVEL - means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

NEW CONSTRUCTION - means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain

management regulation adopted by a community and includes any subsequent improvements to such structures.

NEW MANUFACTURED HOME PARK OR SUBDIVISION - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

RECREATIONAL VEHICLE - means a vehicle which is:

1. built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projections;
3. designed to be self-propelled or permanently towable by a light duty truck; and
4. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

START OF CONSTRUCTION - (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE - means a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

SUBSTANTIAL DAMAGE - means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT - means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "start of construction" of the improvement. This includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary conditions or
2. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

VARIANCE - is a grant of relief to a person from the requirement of this ordinance when specific enforcement would result in unnecessary hardship. A variance, therefore, permits construction or development in a manner otherwise prohibited by this ordinance. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.).

VIOLATION - means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION - means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas. (Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§7-12 General Provisions

SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES

The ordinance shall apply to all areas of special flood hazard within the jurisdiction of Gillette, Wyoming.

SECTION B. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD

The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Campbell County and incorporated areas," dated January 2, 2008, with accompanying Flood Insurance Rate Maps and Flood Boundary-Floodway Maps (FIRM and FBFM).

SECTION C. ESTABLISHMENT OF DEVELOPMENT PERMIT

A Development Permit shall be required to ensure conformance with the provisions of this ordinance.

SECTION D. COMPLIANCE

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

SECTION E. ABROGATION AND GREATER RESTRICTIONS

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

SECTION F. INTERPRETATION

In the interpretation and application of this ordinance, all provisions shall be:

1. considered as minimum requirements;
2. liberally construed in favor of the governing body; and
3. deemed neither to limit nor repeal any other powers granted under State statutes.

SECTION G. WARNING AND DISCLAIMER OR LIABILITY

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder.

(Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§7-13 Administration

SECTION A. DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR

The City Engineer is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance and other appropriate sections of 44 CFR (National Flood Insurance Program Regulations) pertaining to floodplain management.

SECTION B. DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR

Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:

1. Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.

2. Review permit application to determine whether proposed building site, including the placement of manufactured homes, will be reasonably safe from flooding.

3. Review, approve or deny all applications for development permits required by adoption of this ordinance.

4. Review permits for proposed development to assure that all necessary permits have been obtained from those Federal, State or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.

5. Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.

6. Notify, in riverine situations, adjacent communities and the State Coordinating Agency which is Wyoming Office of Homeland Security, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.

7. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.

8. When base flood elevation data has not been provided in accordance with Gillette City Code §7-12, Section B, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Gillette City Code § 7-14.

9. When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

10. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one foot, provided that the community **first** applies for a conditional FIRM revision through FEMA (Conditional Letter of Map Revision).

SECTION C. PERMIT PROCEDURES

Application for a Development Permit shall be presented to the Floodplain Administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:

1. Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;

2. Elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed;

3. A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of Gillette City Code § 7-14, Section B(2);

4. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development.

5. Maintain a record of all such information in accordance with Gillette City Code §7-13, Section (B)(1). Approval or denial of a Development Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance and the following relevant factors:

1. The danger to life and property due to flooding or erosion damage;
2. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
3. The danger that materials may be swept onto other lands to the injury of others;
4. The compatibility of the proposed use with existing and anticipated development;
5. The safety of access to the property in times of flood for ordinary and emergency vehicles;
6. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
7. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site;
8. The necessity to the facility of a waterfront location, where applicable;
9. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
10. The relationship of the proposed use to the comprehensive plan for that area.

SECTION D. VARIANCE PROCEDURES

1. The City of Gillette Board of Adjustment is designated the Appeal Board under this ordinance to hear and render judgment on requests for variances from the requirements of this ordinance.

2. The Appeal Board shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.

3. Any person or persons aggrieved by the decision of the Appeal Board may appeal such decision to the District Court of the 6th Judicial District in and for Campbell County, Wyoming, as provided by law.

4. The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.

5. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this ordinance.

6. Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section C(2) of this Article (Gillette City Code §7-13) have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.

7. Upon consideration of the factors noted above and the intent of this ordinance, the Appeal Board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance (Gillette City Code §7-10, Section C).

8. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

9. Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

10. Prerequisites for granting variances:

a) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

b) Variances shall only be issued upon:

1) showing a good and sufficient cause;

2) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and

3) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

c) Any application to whom a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

11. Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that:

- a) the criteria outlined in Gillette City Code §7-13, Section D(1)-(9) are met, and
- b) the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

(Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§7-14 Provisions for Flood Hazard Reduction

SECTION A. GENERAL STANDARDS

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

1. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
2. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
3. All new construction or substantial improvements shall be constructed with materials resistant to flood damage;

4. All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

5. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;

6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,

7. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

SECTION B. SPECIFIC STANDARDS

In all areas of special flood hazards where base flood elevation data has been provided as set forth in (i) Gillette City Code § 7-12, Section B, (ii) Gillette City Code § 7-13, Section B(8), or (iii) Gillette City Code §7-14, Section C(3), the following provisions are required:

1. Residential Construction - new construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated to or above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in Gillette City Code § 7-13, Section C(1)a., is satisfied.

2. Nonresidential Construction - new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to or above the base flood level or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the Floodplain Administrator.

3. Enclosures - new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to

automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

a) A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.

b) The bottom of all openings shall be no higher than one foot above grade.

c) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

4. Manufactured Homes –

a) Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

b) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

c) Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of paragraph (4) of this section be elevated so that either:

1) the lowest floor of the manufactured home is at or above the base flood elevation, or

2) the manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in

height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

5. **Recreational Vehicles** - Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either:

- a) be on the site for fewer than 180 consecutive days,
- b) be fully licensed and ready for highway use, or
- c) meet the permit requirements of Gillette City Code § 7-13, Section C(1), and the elevation and anchoring requirements for "manufactured homes" in paragraph (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

SECTION C. STANDARDS FOR SUBDIVISION PROPOSALS

1. All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Gillette City Code §7-10, Sections B, C, and D of this ordinance.

2. All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Development Permit requirements of Gillette City Code §7-12, Section C; Gillette City Code §7-13, Section C; and the provisions of Gillette City Code §7-14 of this ordinance.

3. Base flood elevation data shall be generated for subdivision proposals and other proposed development, including the placement of manufactured home parks and subdivisions which is greater than 50 lots or 5 acres, whichever is lesser, if not otherwise provided pursuant to Gillette City Code §7-12, Section B or Gillette City Code §7-13, Section B (8) of this ordinance.

4. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.

5. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

SECTION D. STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)

Located within the areas of special flood hazard established in Gillette City Code §7-12, Section B, are areas designated as shallow flooding. These areas have special flood hazards associated with base flood depths of 1 to 3 feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:

1. All new construction and substantial improvements of **residential** structures have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified).

2. All new construction and substantial improvements of **non-residential** structures;

a) have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified), or;

b) together with attendant utility and sanitary facilities be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.

3. A registered professional engineer or architect shall submit a certification to the Floodplain Administrator that the standards of this Section, as proposed in Gillette City Code §7-13, Section C (1)a., are satisfied.

4. Require within Zones AH or AO adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.

SECTION E. FLOODWAYS

Floodways - Located within areas of special flood hazard established in Gillette City Code §7-12, Section B, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions shall apply:

1. Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway *unless* it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2. If, Section E (1) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Gillette City Code § 7-14.

3. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community **first** applies for a conditional FIRM and floodway revision through FEMA.

(Ord. 775, §§ 3, 4, 3-17-75; Ord. 912, 12-19-77; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

§ 7-15 Penalties for Noncompliance

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$ 750, for each violation, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the City of Gillette from taking such other lawful action as is necessary to prevent or remedy any violation.

(Ord. 912, 12-19-77; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004; Ord. 3524, 12-3-2007)

ARTICLE 5

Plant Investment Fees

§7-16 Plant Investment Fees - Sewer.

(a) Sewer connections to the sanitary sewer system of the City within the City shall be made only by the City after application for permission for such service is made. There will be charges made as a Plant Investment Fee-Sewer for all connections, determined by reference to the size of the water meter serving the structure, or other use, connected to the sewer system.

(b) The phrase "connections to the sanitary sewer system" as used in this section shall include not only the connections to the primary sewer system of the City, but all feeder lines connected thereto, whether owned privately or by the City.

(c) The City Engineer or his designated representative shall determine the water meter size required for any structure or other use. All plant investment fees shall be paid prior to the issuance of a Building Permit if required, or upon connection and prior to use if no Building Permit is required. (Ord. 3538, 3-3-2008)

(d) The determination of the City Engineer shall be made according to relevant and prevailing engineering standards such as, for copy of which is available for public inspection during normal business hours in the office of the City Engineer.

(e) Renumbered to §17-12 [§ 7-16], effective January 1, 2005, (Ord. 3334, 8-2-2004; Ord. 3344, 10-4-2004)

(C.O. 1948, § 110; Ord. 376, § 1, 10-3-49; Ord. 426, §1, 6-1-59; Ord. 593, § 1, 9-30-69; Ord. 607, § 1, 2, 12-23-69; Ord. 616, §1, 4-6-70; Ord 672, §§ 1, 2, 5-1-72; Ord 756, § 1, 8-27-74; Ord. 757, § 1, 8-27-74; Ord. 830, §§ 1, 2, 7-19-76; Ord. 848, 10-18-76; Ord. 1079, §2, 4-7-80, Ord. 1500, 11-21-83, Ord. 1578, 2-19-85; Ord. 2050, 6-3-96; Ord. 3334, 8-2-2004; Ord. 3344, 10-4-2004)

§7-17 System Development Charge and Plant Investment Fee - Water.

(a) The Gillette Regional Water Supply System includes water supply facilities, infrastructure, and components necessary to provide water supply to the City of Gillette and Wholesale Customers within a Designated Service Area (DSA), as defined by the Gillette Regional Water Supply System Joint Powers Agreement (JPA), dated December 21, 2010. A System Development Charge (SDC) will be charged for every new connection, including new Wholesale Customers who have executed a Water Services Agreement, to the Gillette Regional Water Supply System, provided that Wholesale Customers listed in Exhibit C to the JPA shall not be charged a SDC for their initial connection to the Gillette Regional Water Supply System. A SDC will be charged for any additional connection to the Gillette Regional Water Supply System through any Wholesale Customer. Any new connections to the City of Gillette Distribution System shall pay a Plant Investment Fee – Water (PIF-W). (Ord. 3887, 4-19-2016)

(b) The phrase "connections to the Gillette Regional Water Supply System" as used in this section shall include connections to the City of Gillette Distribution System, and all connections by Wholesale Customers and any individual connections to their systems. (Ord. 3887, 4-19-2016)

(c) The City Engineer or his designated representative shall determine the water meter size required for all connections to the Gillette Regional Water Supply System. All SDCs, meter costs, permit fees and PIF-W fees shall be paid prior to the issuance of a Building Permit if required, or upon connection and prior to use if no Building Permit is required. (Ord. 3538, 3-3-2008; Ord. 3887, 4-19-2016)

(d) The determination of the City Engineer shall be made according to relevant and prevailing engineering standards such as, for purposes of example but not limitation, the A.W.W.A. Manual #22, a copy of which is available for public inspection during normal business hours in the office of the City Engineer.

(e) Renumbered to §17-12,[§17-17] effective January 1, 2005, (Ord. 3334, 8-2-2004)
(Ord. 1314, 2-1-82, Ord. 1578, 2-19-85, Ord. 2041, 5-6-96; Ord. 2050, 6-3-96; Ord. 3334, 8-2-2004;
Ord. 3344, 10-4-2004; Ord. 3887, 4-19-2016)

§7-18 (unused) (C.O. 1948, §123, Ord. 593, §3, 9-30-69; Ord. 756, §3, 8-27-74; Ord. 948, §1,
7-5-78; Ord. 2097, 4-21-97; Ord. 3344, 10-4-2004; Ord. 3622, 5-18-2009)

§7-19 Payment For Oversized Water and Sewer Lines

A. Whenever sewer or water lines are constructed which are oversized at the request of the City Engineer to permit more connections than those to be made within the subdivision being primarily served, (hereinafter the project) that developer shall be paid for the incremental cost of the oversized sewer or water line at the time the sewer or water lines are accepted by the City.

B. To be eligible for an oversizing payment, the sewer or water line must be capable of serving users outside the project, as a result of over-sizing alone or in conjunction with other design elements and the improvements must conform to the specifications, standards and regulations of the City Engineer. If the sewer or water lines connect the project to the City system across intervening land which is not a part of the project none of the extra cost of that off-site portion of the line or lines is recoverable. Only the base construction and design costs, as described above, of the extra capacity of oversize lines within the project are recoverable. All base construction and design costs are determined by the City Engineer through consultation with the developer and his agents and a review of all relevant cost items. The developer shall competitively bid the water and sewer improvements for both the oversized improvements and improvements without oversizing and submit the bid tabulations for review by the City Engineer to determine the incremental cost of oversizing.

C. If the over-size lines are constructed through the formation of a Local Improvement District in compliance with state law the incremental cost of the oversizing, as determined by the City Engineer shall be applied against the cost of the improvements to reduce the amount of the construction cost for purposes of calculating the assessments.

(Ord. 972, 10-23-79, Ord. 989, 5-7-79, Ord. 1095, 5-5-80, Ord. 1159, 1-5-81 Ord. 1208, 6-15-81,
Ord. 1397, 10-4-82, Ord. 1506, 12-19-83; Ord. 1604, 9-16-85; Ord. 2097, 4-21-97; Ord. 3344, 10-
4-2004; Ord. 3622, 5-18-2009)

§7-20 (unused) (Ord. 1644, 2-16-87; Ord. 2050, 6-3-96; Ord. 3344, 10-4-2004)

ARTICLE 6

Stormwater Management

§ 7-21. Purpose, Findings of Fact, Applicability, Compatibility, Severability and City Storm Drainage Design Manual

The City of Gillette establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation of stormwater runoff for the purpose of protecting local water resources from degradation.

SECTION A. PURPOSE

The purpose of this article is to establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public residing in watersheds within this jurisdiction. This article seeks to meet that purpose through the following objectives:

1. Minimize increases in stormwater runoff from any land disturbing activities in order to reduce flooding, siltation and stream bank erosion, and maintain the integrity of stream channels.
2. Minimize increases in non-point source pollution caused by stormwater runoff from land disturbing activities which would otherwise degrade local water quality.
3. Minimize the total annual volume of surface water runoff which flows from any group of development sites, sub-watersheds, or watershed through the use of established stormwater volume control techniques as detailed in the Storm Drainage Design Manual.
4. Reduce stormwater runoff rates and volumes, soil erosion and non-point source pollution, wherever possible, through stormwater management controls and ensure that these stormwater management controls are properly maintained such that they pose no threat to public health and safety.

SECTION B. FINDINGS OF FACT

It is hereby determined that:

Stormwater runoff contributes to increased quantities of water-borne/non-point source pollutants. Land disturbing activities and associated increases in impervious cover alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, flooding, stream channel erosion, and sediment transport and deposition. Stormwater runoff from commercial, industrial and residential activities further contributes to pollutant loading and increases water volume. These impacts on water quality, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of stormwater runoff.

Therefore, the City of Gillette establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation of stormwater runoff for the purpose of protecting local water resources from degradation. It is determined that the regulation of stormwater runoff discharges from land development projects, construction activities, and existing urban activities is necessary in order to control and minimize increases in stormwater runoff rates and volumes. The regulation of soil erosion, stream channel erosion, and non-point source pollution associated with stormwater runoff is in the public interest to help prevent threats to public health and safety.

SECTION C. APPLICABILITY

This Article shall be applicable to the entire City of Gillette covering all subdivisions, developments, site plans, residential building permit applications, as well as existing residential, commercial, industrial, and institutional properties, unless eligible for an exemption or granted a waiver by the City of Gillette.

SECTION D. COMPATIBILITY

This Article is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. The requirements of this article should be considered minimum requirements, and where any provision of this Article imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health or the environment shall be considered to take precedence.

SECTION E. SEVERABILITY

If the provisions of any article, section, subsection, paragraph, subdivision or clause of this Article shall be judged invalid by a court of competent jurisdiction, such order or judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this article.

SECTION F. CITY STORM DRAINAGE DESIGN MANUAL

In Chapter 7, Section 7-5 of Gillette City Code, the City of Gillette has developed and adopted additional policy, criteria, and information, including technical specifications and standards, for the proper implementation of the requirements of this Article and provides such information in the form of a Storm Drainage Design Manual.

The manual may be updated and expanded from time to time, at the discretion of the City of Gillette, based on improvements in engineering, science, monitoring and local maintenance experience. Stormwater Management practices must be designed and constructed in accordance with the design and sizing criteria outlined in the Storm Drainage Design Manual.

One copy of the manual shall be available for public inspection at the office of the Engineering Division and the office of the City Clerk during normal business hours. The document will also be available to download free of charge on the City's website. (Ord. 3891, 4-19-2016)

§ 7-22. Definitions

1. Applicant means a property owner or agent of a property owner who has filed an application for a stormwater management permit.
2. Best Management Practices (BMPs) shall mean structural or engineered control devices and systems to treat stormwater, which may be temporary or permanent in nature. BMPs may also be non-structural, operational or procedural practices, such as schedules of activities, prohibitions of practices, maintenance procedures, and/or other management practices to prevent or reduce erosion and sediment runoff.
3. Certificate of Termination (COT) means documentation issued by the City Engineer or Chief Building Official of the City of Gillette terminating stormwater permit coverage once construction activities are complete.
4. Channel means a natural or artificial watercourse with a definite bed and banks that conveys continuously or periodically flowing water.
5. City of Gillette shall mean a representative or designee of the City of Gillette to include persons from the Department of Development Services.
6. City of Gillette Engineer shall mean the person currently employed by City of Gillette to serve as City Engineer, or their designee.
7. Dedication means the deliberate appropriation of property by its owner for general public use.
8. Design Professional means a person such as a land surveyor, engineer, architect or other person who has knowledge or training of the application of design principles related to stormwater pollution prevention plans. (Design Professionals are recommended but not required for individual residential lots.)
9. Developer means a person who undertakes land disturbance and/or development activities.
10. Development shall mean a planning or construction project involving substantial property improvement and, usually, a change of land-use character within the site; the act of using land for building purposes.
11. Engineer shall mean a person licensed as a Professional Engineer in the State of Wyoming.

12. Erosion means the wearing away of land as caused by development activities that exceeds the natural processes by which the surface of the land is worn away by the action of water, wind, or chemical action.
13. Fee in Lieu means a payment of money, by way of variance approval, in place of meeting all or part of the Stormwater Management standards. The standards and variances are as outlined by this Article and the Storm Drainage Design Manual.
14. Final Stabilization means a uniform perennial vegetative cover with a density of at least 70% of the native background cover that has been established on all disturbed areas that have not been paved over or covered by permanent structures. This, in part, may include any required landscaping for development.
15. Impervious Cover means those surfaces that cannot effectively infiltrate rainfall (e.g., building rooftops, pavement, sidewalks, driveways, etc).
16. Industrial Stormwater Permit means a National Pollutant Discharge Elimination System (NPDES) permit issued to a commercial industry or group of industries which regulates the pollutant levels associated with industrial stormwater discharges or specifies on-site pollution control strategies.
17. Infiltration means the process of percolating stormwater into the subsoil.
18. International Residential Code (IRC) is a comprehensive, stand-alone residential code adopted by the City of Gillette that creates minimum regulations for one and two family dwellings and townhomes of three stories or less. The IRC is the adopted building code for the incorporated areas of the City of Gillette providing for the regulation of the erection, construction, enlargement, alteration, repair, moving, demolition, conversion, occupancy, use, height and area of all buildings and structures.
19. International Building Code (IBC) shall apply to the construction, alteration, relocation, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. The scope includes all buildings except detached one- and two-family dwellings and townhouses up to three stories.
20. Jurisdictional Wetland means an area that is inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions, commonly known as hydrophytic vegetation.
21. Land Disturbance Activity means any activity which changes the volume or peak flow discharge rate of rainfall runoff from the land surface. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping of any natural or man-made watercourse.
22. Landowner means the legal or beneficial owner of land, including those holding the right to purchase or lease the land, or any other person holding proprietary rights in the land.

23. Municipal Separate Storm Sewer System (MS4) shall mean a conveyance or system of conveyances, including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains, that is designed or used for collecting or conveying stormwater; not privately owned; not a combined sewer; and not part of a Publically Owned Treatment Works (POTW).
24. Non-point Source Pollution means pollution from any source other than from any discernible, confined, and discrete conveyances, and shall include, but not be limited to, pollutants from agricultural, silvicultural, mining, construction, subsurface disposal and urban runoff sources.
25. Notice of Intent (NOI) serves as the application for permit coverage under WYDEQ Construction General Permit.
26. Notice of Termination (NOT) means the termination of permit coverage associated with construction activity under the Wyoming Stormwater General Permit.
27. Notice of Transfer and Acceptance (NOTA) means the form submitted by the current and future Permittee to the City of Gillette when the responsibility for controlling the stormwater discharges for a construction activity transfers from one operator to another. This form is also used to acknowledge the mutual agreement and acceptance between a homebuilder and a homebuyer that the final stabilization requirements have not been met and that they are being conveyed from one party to the other.
28. Off-Site Facility means a stormwater management measure located outside the subject property boundary described in the permit application for land development activity.
29. Outfall shall mean the point or location where stormwater runoff discharges from a conduit, stream or drain, storm sewer, channel, or detention/retention facility.
30. Permittee shall mean the “person responsible for the land-disturbing activity” or who has ownership interest in the property.
31. Person shall mean, except to the extent exempted from this Article, any individual partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, town, county or other political subdivision of the State, any interstate body or any other legal entity conducting land-disturbing activities subject to this article.
32. Qualified Personnel is a person who is familiar with the requirements of the SWPPP, permit conditions and the proper operation and maintenance of all implemented BMPs.
33. Receiving Waters means bodies of [water](#) that receive [runoff](#) or [wastewater discharges](#), such as [rivers](#), streams, [lakes](#), [estuaries](#), and [ground water](#).
34. Recharge means the replenishment of underground water reserves.

35. Re-development means any construction, alteration or improvement of 2,500 square feet or more in areas where existing land use is high density commercial, industrial, institutional or multi-family residential.
36. Site shall mean the entire area of the land-disturbing activities as proposed in the permit application.
37. Soil Stabilization means either final or temporary stabilization of disturbed areas that are initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding fourteen (14) calendar days.
38. Stop Work Order means an order issued which requires that all construction activity on a site be stopped.
39. Stormwater Discharger and/or Permittee means any person responsible for a construction site, industrial facility or a person who owns or controls personal property or equipment that impacts the quality of stormwater discharges, either by increasing the quantity/volume and/or conveying pollutants via stormwater runoff which flows directly to the MS4.
40. Stormwater Maintenance Agreement is a legally recorded document that acts as a property deed restriction, and which provides for long-term maintenance of permanent stormwater management practices.
41. Stormwater Management means the use of structural or non-structural practices that are designed to reduce stormwater runoff pollutant loads, discharge volumes, and/or peak flow discharge rates.
42. Stormwater Pollution Prevention Plan (SWPPP) shall mean the document required by the City of Gillette as part of any land disturbing activity of 2,500 square feet or more which addresses the temporary and permanent Stormwater Management activities or BMPs. The WY DEQ minimum requirements for a SWPPP shall be considered as meeting the SWPPP requirements of the City.
43. Stormwater Runoff means flow on the surface of the ground resulting from precipitation.
44. Watercourse means a permanent or intermittent stream or other body of water, either natural or man-made, which gathers or carries surface water.
45. Wyoming Department of Environmental Quality (Wyoming DEQ) Agency responsible for enforcing the Clean Water Act in the State of Wyoming.
46. Wyoming Pollutant Discharge Elimination System (WYPDES) means the program established by the federal Clean Water Act to regulate the discharge of pollutants into surface waters of the State of Wyoming.

(Ord. 3891, 4-19-2016)

§ 7-23. General Prohibitions

1. No person, site or facility shall discharge, cause, permit, or contribute to the discharge of any of the following to the municipal storm sewer system or receiving waters except where approved by the City of Gillette and Wyoming DEQ:
 - a. Any liquid, solid, or gas which by reason of its nature or quantity are flammable, reactive, explosive, corrosive, or radioactive or by interaction with other materials could result in fire, explosion or injury;
 - b. Any solid or viscous materials that could cause obstruction to the flow or operation of the municipal storm sewer system;
 - c. Any pollutant that injures or constitutes a hazard to human, animal, plant, or fish life, or creates a public nuisance;
 - d. Any medicinal, infectious, toxic, or hazardous material or waste.
2. No person, site or facility shall discharge into or connect any pipe or channel to a local watercourse or modify a watercourse unless a written permit has first been obtained from the City of Gillette and all other applicable, state and federal jurisdictions.
3. No person, site or facility responsible for new development, significant re-development or construction sites shall fail to use Best Management Practices, as approved in the SWPPP, to control the discharge of pollutants, as defined in the State of Wyoming DEQ Water Quality Rules and Regulations, in stormwater runoff to the municipal separate storm sewer system or its receiving waters.
4. No political subdivision or any person subject to the authority of a political subdivision that discharges, contributes or allows the discharge or contribution of stormwater directly or indirectly to the municipal separate storm sewer system of the City of Gillette shall fail to use Best Management Practices, as approved by the SWPPP, to control the discharge of pollutants and volume of flow in such discharges.
5. No person, site or facility shall allow excessive fugitive dust emission which causes or has the potential of entering public rights-of-way or causes or has the potential to cause harm to public or private property.
6. No person shall construct, use, maintain or continue existence of illicit connections to the storm drain system.
 - a. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 - b. A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.

7. Exemptions from Discharge Prohibitions

The following discharges are exempt from this article:

- a. Discharges specified in writing by the authorized enforcement agency as being necessary to protect public health and safety.
- b. Dye testing is an allowable discharge, but requires a verbal notification to the authorized enforcement agency prior to the time of the test.
- c. The prohibition shall not apply to any non-stormwater discharge permitted under a WYPDES and/or NPDES permit, waiver, or waste discharge order issued to the Discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the Discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.
- d. Discharge or connection regulated under an Industrial Stormwater WYPDES Permit provided that the Discharger is in compliance with all requirements of the Permit issued to the Discharger, administered by the Wyoming DEQ, and all other applicable laws and regulations.
- e. Discharges from the following activities, unless identified by the City of Gillette or Wyoming DEQ as significant sources of pollutants to surface waters of the State:
 - i. Waterline flushing;
 - ii. Landscape irrigation, general irrigation, or lawn watering;
 - iii. Diverted stream flows;
 - iv. Rising ground waters;
 - v. Uncontaminated ground water infiltration other than wastewater that enters a sewer system, including sewer service connections and foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow;
 - vi. Uncontaminated pumped ground water;
 - vii. Discharges from potable water sources;
 - viii. Foundation and footing drains;
 - ix. Air conditioning condensation;

- x. Non-commercial vehicle washing;
- xi. Flows from riparian habitats and wetlands;
- xii. De-chlorinated swimming pool discharges;
- xiii. Street wash water;
- xiv. Discharges or flows from firefighting and emergency response activities.

8. Notification of Spills

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation has information of any known or suspected release of hazardous substances or pollutants as defined in the State of Wyoming DEQ Water Quality Rules and Regulations or any illegal discharges discharging into the storm drain system, or waters of the state, the said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous substances, said person shall immediately notify Wyoming DEQ and any other required Emergency Response Agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials or other illicit discharges, said person shall notify the Wyoming DEQ and any other responsible Emergency Response Agencies and follow up with the City of Gillette in person or by phone or email no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the City of Gillette within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

(Ord. 3891, 4-19-2016)

§ 7-24. Stormwater Permit Procedures and Requirements

1. Permit Required

The City of Gillette has developed a set of stormwater permitting standards that must be met on any construction activity disturbing 2,500 or more square feet of land and that is also required to operate under one of the following City permits; City Building Permit, City Permit-to-Construct, or City Grading Permit.

2. Permit Exemptions

The following activities may be exempt from the stormwater permitting criteria unless they are found to be adversely impacting stormwater runoff, or otherwise found to be noncompliant with the terms of this Article:

- a. Any agricultural activity, as well as common residential gardening practices;
- b. Additions or modifications to existing single family structures disturbing less than 2,500 square feet of land;
- c. Land disturbing activities that disturb less than 2,500 square feet of land, provided they are not part of a larger common development plan, even though multiple separate and distinct land development activities may take place at different times on different schedules;
- d. Repairs to any stormwater facilities deemed necessary by the City of Gillette;
- e. Land disturbance activities permitted by the City prior to the effective date of this Article;
- f. Land disturbance activities that are permitted under a City Street Cut or Right-of-Way Permit as outlined under Chapter 18 of the Gillette City Code. These projects shall be responsible for erosion and sediment control under the terms of that permit;
- g. City capital construction projects that are managed under City contract and under WYPDES permitting;
- h. WY DOT administered projects within the City that are managed under WY DOT contract and WYPDES permitting.

No landowner or applicant shall receive any of the Building, Grading, Permit-to-Construct, or other land development permits required for land disturbance activities without meeting the requirements of this Article prior to commencing with the proposed activity.

Site disturbances greater than one acre also require a Construction General Permit from the State of Wyoming DEQ. The City of Gillette's requirements for sites greater than one acre are in addition to the requirements of state and federal agencies.

3. Application Requirements

Unless specifically excluded by this article, any landowner or applicant requiring authorization for a land disturbance activity of 2,500 square feet or more shall submit to the City of Gillette a Stormwater Permit Application form provided by the City for that purpose.

A complete permit application form must also include the following:

- a. SWPPP
- b. Copy of Notice of Intent (NOI) submitted to the State as applicable to the requirements of the State of Wyoming (Wyoming DEQ)

c. Non-refundable Permit Review Fee

4. Application Procedure

Permit applications for land disturbance activity must be filed with the City of Gillette and can be made on any regular business day. In general, the City of Gillette shall inform the applicant whether the application and plan are approved or disapproved within fifteen (15) business days of the receipt of a complete permit application, including all documents as required by this article. If the permit application and SWPPP are disapproved, the applicant may revise the permit application. If additional information is submitted, the City of Gillette shall inform the applicant that the permit application is either approved or disapproved generally within 15 business days from the date the additional information is received. Any additional submittals or plan changes will require additional review fees. If the permit application, including the SWPPP, is approved by the City of Gillette, all appropriate land disturbance activity permits under jurisdiction of the City may then be issued.

5. Permit Duration

Permits issued under this section shall be valid from the date of issuance through the date of anticipated completion as indicated on the Permit Application, but in no case longer than 12 months for single family residential construction with no more than one 12 month extension allowable with the applicable extension fee having been submitted. For subdivisions and commercial or industrial land development, the permit duration shall be 24 months with no more than one 12 month extension with the applicable extension fee having been submitted.

6. Permit Transfer

When the responsibility for controlling the stormwater discharges for a land disturbance activity changes from one Permittee to another, the current and future Applicant/Permittee shall submit a completed Notice of Transfer and Acceptance (NOTA) form to the City of Gillette. The form must be signed by both parties and shall be submitted to the City of Gillette within 14 days of the change in Permittee. The NOTA form is available from the City.

The new Permittee must comply with all conditions in this permit and with all provisions of the existing SWPPP until such time that the existing SWPPP is amended or replaced by a new SWPPP.

The new Applicant/Permittee may develop and implement a new SWPPP for their parcel(s) that meets all the terms and conditions of this permit, or adopt and continue to implement the original SWPPP provided it is adequate for the new activities occurring on-site. With either option, the Permittee shall ensure, either directly or through

coordination with other Permittees that their SWPPP meets all terms and conditions of permit coverage and their activities do not interfere with another party's erosion and sediment control practices.

7. Exceptions to Permit Transfers

For the transfer of properties within a development (e.g., an original developer sells portions of the property to various homebuilders), the new Applicant must obtain their own permit coverage for their activity on that property. The Stormwater Permit shall be obtained prior to or in conjunction with the applicable Building Permit(s) and must be obtained at the time of property transfer. The overall development property will remain active under that Permittee until the conditions of this ordinance are met for Permit termination. Permit transfers would not apply under these circumstances.

For the transfer of properties between a homebuilder and a single family residence homeowner, the homebuilder must obtain signature of the homebuyer on the City provided Notice of Transfer and Acceptance Form. By signing the NOTA, the homebuilder and homeowner are mutually acknowledging that soil stabilization measures are in place, however, that the final stabilization requirement of the property is not yet met. The NOTA also gives notice that it is the homebuyer's responsibility under the language of this ordinance to establish final stabilization by either sod, seeding, landscaping, or other applicable combination of final stabilization measures as outlined in the City's Storm Drainage Design Manual. The homeowner shall have twelve (12) months from the time of signing the NOTA to meet the final stabilization requirement.

8. Permit Termination

When all land disturbing activities are complete and final stabilization and/or required landscaping has been established, the Permittee shall complete a Certificate of Termination (COT) form obtained from the City of Gillette. If covered under the WYPDES Large Construction General Permit, Permit holders are also required to submit a copy of the Wyoming DEQ Notice of Termination (NOT) to the City of Gillette.

The City of Gillette will then conduct a final inspection and issue a Certificate of Termination if conditions of the permit have been met and all stormwater management practices have passed inspection.

If compliance is not met, the City will notify the permit holder to remedy the remaining issues and to request a new final inspection once complete. A COT will only be issued after the City of Gillette has conducted a final inspection and all stormwater management practices have passed final inspection requirements.

Exception to final stabilization requirement for Permit Termination: At the point of property transfer and signing of the NOTA by a single family residence homebuyer and a homebuilder, the homebuilder is also acknowledging compliance with all other requirements of the Permit, including temporary soil stabilization, and can terminate their Permit through the function of the NOTA form and upon final inspection of the site by the City. Final stabilization under this circumstance becomes the homebuyer's responsibility.

(Ord. 3891, 4-19-2016)

§ 7-25. Stormwater Permit Fees

1. Stormwater Permit Fees

The fee for a stormwater permit for any land disturbing application shall be established by the City of Gillette and shall be based on the number of units for Single Family Dwellings, and on the area of disturbance for Subdivisions and Commercial and Industrial Development.

The fees shall be set forth as follows:

Stormwater Permit Fee Schedule			
Subdivisions			
	Area of Disturbance		Permit Fee
	<5 acres		\$100
	5 acres or more		\$0*
Commercial and Industrial Developments			
	<5 acres		\$100
	5 acres or more		\$0*
Permit Extension Fee for all above Permits			\$250
*\$200-\$500 WYDEQ Large Construction General Permit fees apply			
Single Family Dwelling Permits (as defined by IRC)			
Dwelling Units			\$30/unit
Permit Extension Fee			\$100

(Ord. 3891, 4-19-2016)

§ 7-26. Erosion and Sediment Control Inspection

1. Best Management Practices (BMPs) for Erosion and Sediment Control

Installation and maintenance of BMPs for Erosion and Sediment Control are required for all land disturbing activities requiring a Stormwater Permit from the City of Gillette, and any site that discharges sediment into the City's storm drainage system. Grading, erosion control practices, sediment control practices, and waterway crossings shall meet the design criteria set forth in the most recent version of the City of Gillette Storm Drainage Design Manual, and shall be adequate to prevent transportation of sediment from the site to the satisfaction of the City of Gillette. Specific BMP selection and compliance with the manufacture's installation and maintenance criteria are the responsibility of the Permittee.

Site clearing, except those activities necessary to establish sediment control devices, shall not begin until all perimeter and initial phasing sediment control devices have been installed.

Erosion control requirements shall include the following:

- a. Final or temporary stabilization of disturbed areas must, at a minimum, be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding fourteen (14) calendar days. Operators are not required to initiate stabilization measures in areas of a project that are essential for site access or work activities until those areas are no longer needed for ongoing access or work.
- b. Temporary stabilization may be used whenever construction activities are expected to resume in the area to be stabilized or when weather or other conditions are not appropriate for initiation of permanent stabilization. Temporary stabilization includes practices such as cover crop planting, installation of rolled erosion products, mulching (provided the mulch is protected from wind such as crimping straw mulch into the soil), or surface roughening (such as plowing to achieve a rough, cloddy surface). Practices that provide equivalent erosion protection may be used.
- c. Areas to be protected include graded slopes, ditches, berms and soil stockpiles and all other disturbed areas with potential to contribute sediment to runoff that will leave the construction site.
- d. The entire site must be stabilized, using a heavy mulch layer or another method that does not require germination to control erosion, at the completion of the

construction project and/or close of the construction season (e.g., winter shutdown).

- e. Techniques shall be employed to prevent the blowing of dust or sediment from the site. All entities subject to regulation under this ordinance are required to make every reasonable effort to minimize dust from construction and land disturbing activities.
- f. Techniques that divert upland runoff past disturbed slopes shall be employed.
- g. Where the initiation of stabilization is precluded by snow cover or frozen ground conditions, stabilization measures must be initiated as soon as practicable.

2. Notice of Construction Commencement

The Permittee must notify the City of Gillette before the commencement of construction. Initial inspections specific to the implementation of the SWPPP BMPs shall be conducted by City staff. All inspections shall be documented and written reports prepared that contain the following information:

- a. The date and location of the inspection;
- b. Whether construction is in compliance with the approved SWPPP;
- c. Variations from the approved SWPPP; and/or
- d. Any deficiencies or violations that exist

If any violations or deficiencies are found, the Permittee shall be notified in writing at the time of inspection of the nature of the deficiency or violation and the required corrective actions. No additional work shall proceed until any violations or deficiencies are corrected, or the City of Gillette gives approval for work to proceed.

3. Inspection Requirements

Permittee Inspections:

The Permittee or their qualified personnel shall make regular inspections of all control measures in accordance with the inspection schedule outlined in the approved SWPPP as hereinafter required. All inspections shall be documented in written form.

- a. Active construction sites:

Inspections must be conducted in accordance with one of the two schedules listed below. You must specify in your SWPPP which inspection schedule you will use.

- 1) At least once every 14 calendar days and within 24 hours of any precipitation and/or snow melt event which exceeds 0.5 inches. The Permittee shall have the option of maintaining a rain gauge at their site or using the nearest National Weather Service precipitation gauge station. OR
 - 2) At least once every seven days.
- b. Inactive construction sites.

The frequency of inspections may be reduced to once every 30 days after the Permittee has completed earthwork and construction activities at the construction site and has installed BMPs as specified in the SWPPP. All areas to be inspected monthly must have initiated temporary or permanent stabilization measures as required.

If the qualified personnel responsible for implementing the SWPPP changes, the changes must be noted in the SWPPP within 14 days of transfer of operational control and must list the new qualified personnel.

The SWPPP, inspection reports, and plans for grading, stripping, excavating, and fill work bearing the stamp of approval of the City of Gillette shall all be maintained and available at the construction site unless infeasible. In cases where there is not a trailer or structure to store these documents, they must otherwise be made readily available to the City upon request.

SWPPP retention, plan revisions or amendments, and plan availability shall be managed and as outlined by the WY DEQ SWPPP requirements.

City Inspections:

The City of Gillette may inspect any construction site, industrial facility or other premises required to comply with the provisions of this article to determine compliance with the rules, regulations and standards of the City of Gillette and/or Wyoming DEQ. Inspection programs may be established on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of businesses or industries of a type associated with higher than usual discharges of contaminants or pollutants, or with discharges of a type which are more likely than the typical discharge to cause violations of state or federal water quality standards or the WYPDES general construction stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws.

The Permittee shall allow the City or its representatives to enter upon the premises during all regular construction hours for the inspection, sampling and the examination and copying of records. This includes the right to enter a property when it has a reasonable basis to believe that a violation of this article is occurring or has occurred, and to enter when necessary for abatement of a public nuisance or correction of a violation of this article. All violation notices will be presented to the Permittee in accordance with the Enforcement and Penalties Chapter of this Article.

For single family residential permits, City inspection of BMPs will occur in conjunction with other relevant site inspections, with exception to the initial inspection of BMP installation, which must be coordinated prior to commencing with construction activity.

For residential and commercial subdivisions and commercial or industrial land developments, the Permittee shall notify the City of Gillette of each of the following events in conjunction with the milestones of the project as listed:

- a. Installation of sediment and erosion measures (BMPs) (Preconstruction Meeting)
- b. Start of construction (Preconstruction Meeting)
- c. Completion of site clearing (Weekly Progress Reports)
- d. Completion of rough grading (Weekly Progress Reports)
- e. Completion of final grading (Weekly Progress Reports)
- f. Completion of the construction season (Final Inspections/Project Acceptance)
- g. Completion of final landscaping and/or final stabilization (Permit Termination)

4. BMP Maintenance

On any property on which grading or other work has been done pursuant to a permit granted under the provisions of this Article the Permittee shall, at a minimum, conduct inspections and maintain and/or repair all graded surfaces and erosion control facilities, drainage structures or means and other protective devices, plantings, and ground cover installed while construction is active in accordance with the approved SWPPP, as applicable.

All control devices similar to silt fence or fiber rolls must be repaired, replaced, or supplemented when they become nonfunctional, the sediment reaches 1/3 of the height of the device or as recommended in the manufacture's specification (if manufacturer's specifications are different, then a copy of the specifications should be kept with the SWPPP).

Repairs and maintenance should be made within the following time frames;

- a. Active construction sites: These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access.
- b. Inactive construction sites: These repairs must be made within 14 days of discovery, or as soon as field conditions allow access.

5. Final Stabilization Requirements and Landscaping

Any area of land from which the natural vegetative cover has been either partially or wholly cleared or removed by development activities shall be stabilized or re-vegetated within fourteen (14) calendar days from the substantial completion of such clearing activities. Criteria for stabilization are outlined in the Storm Drainage Design Manual.

After construction is complete and final stabilization is installed, the owner or their agent shall continue to regularly inspect the vegetation until adequate turf or other suitable type of stabilization is established as described under the Final Stabilization definition.

At the completion of construction for commercial development, when the required landscaping is utilized as a method of final stabilization, a Notice of Termination will not be granted for the site until landscaping is approved.

(Ord. 3891, 4-19-2016)

§ 7-27. Requirements for Stormwater Pollution

PREVENTION PLAN (SWPPP)

1. A SWPPP is required as part of all stormwater permits which disturb 2,500 square feet or more including subdivisions, commercial, industrial, and residential construction.

No application for development that requires a Stormwater Permit will be approved unless it includes a stormwater pollution prevention plan detailing how the SWPPP will be administered and in concept how runoff and associated water quality impacts resulting from the development will be controlled or managed. The SWPPP must indicate whether stormwater will be managed on-site or off-site, and the general location and type of practices.

This plan must be prepared and signed by a Design Professional who will verify that the design of all stormwater management practices meet the submittal requirements outlined in the SWPPP Checklist found in the Storm Drainage Design Manual. For individual residential lots, a Design Professional is recommended but not required. No Permit to Construct, Building, Grading, or Stormwater Permit shall be issued until a satisfactory final SWPPP, or a waiver thereof, shall have undergone a review and been approved by the City of Gillette after determining that the plan or waiver is consistent with the requirements of this article. The SWPPP may be referred for comment to all other interested agencies.

2. Stormwater Pollution Prevention Plan Requirements

A SWPPP shall be required with all permit applications and will include sufficient information as specified in the Storm Drainage Design Manual (e.g., maps, hydrologic calculations, etc.). The intent of this document is to inventory pollutants which have potential to leave the construction site in storm water runoff, identify Best Management Practices (BMPs) which, when implemented, will eliminate or minimize pollutants in runoff and meet the terms and conditions of the permit. Guidance materials for BMP selection and implementation can be found in the Storm Drainage Design Manual to determine the type of stormwater management measures necessary for the proposed project, and ensure adequate planning for management of stormwater runoff from future development. At a minimum the SWPPP shall meet the requirements of the WYPDES Large and Small Construction General Permit requirements, including:

- a. Identification of a SWPPP administrator
- b. Site description - narrative
- c. Site Map(s)
- d. Type and location of Best Management Practices (BMPs) and perimeter control
- e. Operations/Maintenance/Inspection Schedule(s)
- f. Training
- g. Amendment(s)
- h. Plan Availability/Retention
- i. Final Stabilization

For development or re-development occurring on a previously developed site, an applicant shall be required to include within the SWPPP, BMPs for controlling existing stormwater runoff discharges from the site in accordance with the standards of this article to the maximum extent practicable.

(Ord. 3891, 4-19-2016)

§ 7-28. Maintenance and Repair of Stormwater Detention Facilities

1. Maintenance Covenants

In an effort to minimize danger to public safety and public health, maintenance of all private, post construction detention facilities shall be ensured through the creation of a formal maintenance covenant that must be approved by the City of Gillette and recorded into the land record prior to final plan approval. This agreement will include any and all maintenance easements required to access and inspect the stormwater management practices, and to perform routine maintenance as necessary to ensure proper functioning of the stormwater detention facilities. As part of the covenant, a schedule shall be developed outlining the frequency with which maintenance will occur to ensure proper function of the facility and the parties responsible for maintenance. The covenant shall also include plans for periodic inspections to ensure proper performance of the facility between scheduled cleanouts and a facility site map.

In the cases of residential subdivisions, or in other instances as decided by the City Engineer, the City of Gillette, in lieu of a maintenance covenant, may accept dedication of any existing or future detention facility for maintenance, provided such facility meets all the requirements of this chapter and includes adequate and perpetual access and sufficient area, by easement or otherwise, for inspection and regular maintenance.

2. Requirements for Maintenance Covenants

All detention facilities must undergo, at the minimum, an annual inspection to document maintenance and repair needs and ensure compliance with the requirements of this Article and accomplishment of its purposes. These needs may include those outlined in the Storm Drainage Design Manual. Any maintenance needs found must be addressed in a timely manner, as determined by the City of Gillette, and the inspection and maintenance requirement may be increased as deemed necessary to ensure proper functioning of the stormwater management facility.

3. Records of Installation and Maintenance Activities

Parties responsible for the operation and maintenance of a stormwater management facility shall make records of the installation and of all maintenance and repairs, and shall retain the records for at least 3 years. These records shall be made available to the City of Gillette during inspection of the facility and at other reasonable times upon request.

4. Failure to Maintain Practices

If a responsible party fails or refuses to meet the requirements of the maintenance covenant, the City of Gillette, after reasonable notice, may correct a violation of the design standards or maintenance needs by performing all necessary work to place the facility in proper working condition. In the event that the stormwater management facility becomes

a danger to public safety or public health, the City of Gillette shall notify the party responsible for maintenance of the stormwater management facility in writing. Upon receipt of that notice, the responsible person shall have ten (10) calendar days to complete/remedy maintenance and repair of the facility in an approved manner. After proper notice, the City of Gillette shall assess the owner(s) of the facility for the cost of repair work plus any penalties which in part shall include an administrative fee of 15%.

5. As-Built Plans and Facility Site Map

All Permittees are required to submit actual "as built" plans and facility site map for any post-construction stormwater detention facilities located on-site after final construction is completed. The plan must show the final design specifications for all permanent BMPs and must be certified by a Wyoming licensed professional engineer. A final inspection by the City of Gillette is required before the Permit to Construct is closed out or a Commercial Project Certificate of Occupancy is issued.

(Ord. 3891, 4-19-2016)

§ 7-29. Waivers to Stormwater Detention Requirements

1. Waivers for Providing Post-Construction Stormwater Detention

Every applicant shall provide for stormwater quantity management, unless they file a written request to waive this requirement, and only as approved by the City Engineer. Post-construction water quality is encouraged but not required except when the site directly discharges to a wetland, or as otherwise required by the City Engineer.

The minimum requirements for stormwater detention may be waived in whole or in part upon written request of the applicant, provided that at least one of the following conditions applies:

- a. It can be demonstrated that the proposed development is not likely to impair attainment of the objectives of this Article.
- b. Provisions are made to manage stormwater by an off-site facility. The off-site facility is required to be designed, adequately sized and installed to be able to provide a level of stormwater control/enhancement that is equal to or greater than that which would be afforded by on-site practices and has a legally obligated entity deemed acceptable by the City of Gillette responsible for long-term operation and maintenance of the stormwater facility.
- c. The City of Gillette finds that meeting the minimum on-site detention requirements is not feasible due to the natural or existing physical characteristics or restraints of a site.

- d. Non-structural practices are provided that reduce the generation of stormwater from the site. These non-structural practices are explained in detail in the current Storm Drainage Design Manual.
- 2. In instances where one of the conditions above applies, the City of Gillette may grant a waiver from strict compliance with stormwater detention provisions that are not achievable, provided that acceptable mitigation measures are provided. However, to be eligible for a waiver, the applicant must demonstrate to the satisfaction of the City of Gillette that the immediately downstream waterways will not be subject to:
 - a. Deterioration of existing culverts, bridges, dams, and other structures;
 - b. Deterioration of biological functions or habitat;
 - c. Accelerated stream bank or streambed erosion or siltation;
 - d. Increased threat of flood damage, or risk to public health, life or property.

Furthermore, where compliance with minimum requirements for stormwater detention is waived, the Applicant will satisfy the minimum requirements by meeting one of the mitigation measures selected by the City of Gillette. Mitigation measures may include, but are not limited to:

- a. The purchase and/or donation of privately owned lands or the grant of an easement to be dedicated for preservation of green space shall be undertaken by the City of Gillette. These lands should be located adjacent to the stream corridor in order to provide permanent buffer areas to protect water quality and aquatic habitat.
 - b. The creation of a stormwater detention facility or other drainage improvements on previously developed properties, public or private, that currently lack BMPs designed and constructed in accordance with the purposes and standards of this article.
- 3. When a site development plan is submitted that qualifies as a re-development project as defined in Chapter 7-22 of this Article, decisions on permitting and on-site stormwater detention requirements shall be governed by stormwater sizing criteria found in the current Storm Drainage Design Manual. This criterion is dependent on the amount of impervious area created by the development and its impact on water quality. Final authorization of all re-development projects will be determined after a review by the City of Gillette Engineering Division.

(Ord. 3891, 4-19-2016)

§ 7-30. Basic Stormwater Detention Design Criteria

Unless judged by the City of Gillette to be exempt or granted a waiver, all site designs shall establish stormwater detention practices to control the peak flow rates of stormwater discharge associated with specified design storms and reduce the generation of stormwater. While not required to achieve quality standards at this time, these practices should seek to utilize pervious areas for stormwater treatment and to infiltrate stormwater runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical to provide treatment for both water quality and quantity.

The City of Gillette Storm Drainage Design Manual specifies performance criteria for each stormwater management practice.

1. Minimum Control Requirements

All stormwater management practices will be designed so that the specific storm frequency storage volumes as identified in the current Storm Drainage Design Manual are met, unless the City of Gillette grants the applicant a waiver or the applicant is exempt from such requirements.

In addition, if hydrologic or topographic conditions warrant greater control than that provided by the minimum control requirements, the City of Gillette reserves the right to impose any and all additional requirements deemed necessary to control the volume, timing, and rate of runoff.

2. Site Design Feasibility

Stormwater management practices for a site shall be chosen based on the physical conditions of the site. Applicants shall consult the Storm Drainage Design Manual for guidance on the factors that determine site design feasibility when selecting a stormwater management practice.

3. Conveyance Issues

All stormwater management practices shall be designed to convey stormwater to allow for the reduction in flow velocities and minimization of pollutant discharges. This shall include, but not be limited to:

- a. Maximizing of flow paths from inflow points to outflow points
- b. Protection of inlet and outfall structures
- c. Elimination of erosive flow velocities
- d. Providing of underdrain systems, where applicable

The City of Gillette Storm Drainage Design Manual provides detailed guidance on the requirements for conveyance for each of the approved stormwater management practices.

4. Stream Channel Protection

Non-structural controls reduce the volume of stormwater runoff generated on-site and eliminate opportunities for pollutants to enter the stormwater system. Wherever possible developments should seek to preserve existing natural features such as riparian setbacks and enhance buffer areas.

5. Non-Structural Stormwater Practices

The use of non-structural stormwater treatment practices is encouraged in order to minimize the reliance on structural practices. Reductions in the amount of stormwater runoff can be obtained through the use of non-structural practices that reduce the generation of stormwater from the site. These non-structural practices are explained in detail in the Storm Drainage Design Manual and Applicants wishing to use non-structural practices must ensure that these practices are documented and remain unaltered by subsequent property owners.

(Ord. 3891, 4-19-2016)

§ 7-31. Enforcement and Penalties

1. It will be the responsibility of the Stormwater Discharger and/or Permittee to ensure compliance with all sections of this Article.

A Stormwater Discharger and/or Permittee who violates any provision of this Article, even if it does not violate any WYPDES permit conditions or limitations, is subject to enforcement and penalties described herein.

2. Enforcement Mechanisms

a. It is the intent of this Article that a process of compliance be pursued, when possible, prior to enforcement measures.

b. Violations may be enforced through any or all of the following measures:

- i. Notice of Deficiency
- ii. Notice of Violation and Civil Penalty
- iii. Stop Work Order
- iv. Permit(s) Suspension and/or Revocation

v. Proceedings in Law

- c. If, in the City of Gillette's assessment, the activities or lack of activity of the Stormwater Discharger and/or Permittee warrant or necessitate a more intensive enforcement mechanism, the City of Gillette may pursue those enforcement measures. The City of Gillette shall make the assessment of warrant and/or necessity based on a number of factors including, but not limited to, history of non-compliance, blatant disregard for the requirements or immediate adverse impact to adjacent properties, the MS4 and/or Waters of the State.

3. Notice of Deficiency

In instances when the City of Gillette, based on observations or investigations, has reasonable cause to believe that a deficiency of this Article has occurred, the City of Gillette is authorized to notify the Stormwater Discharger and/or Permittee in writing of the following items:

- a. Date and location of the site observation(s) or investigation(s)
- b. An itemized list of any deficiencies or failures
- c. A deadline in which the corrective actions are to be completed
- d. The written Notice of Deficiency shall be hand delivered, emailed, or mailed to the Stormwater Discharger and/or Permittee

4. Notice of Violation and Civil Penalty

When the City of Gillette determines that an activity is not being carried out in accordance with the requirements of this Article, and compliance has not been achieved through a Notice of Deficiency, the City shall issue a written Notice of Violation to the Stormwater Discharger and/or Permittee.

The Notice of Violation shall specify the following:

- a. Date and location of the site observation(s) or investigation(s)
- b. An itemized list of any deficiencies, violations or failures
- c. A deadline in which the corrective actions are to be completed
- d. The written Notice of Violation shall be delivered to the Stormwater Discharger and/or Permittee via certified mail

The Stormwater Discharger and/or Permittee shall notify the City of Gillette in writing of the anticipated date of completion of the corrective action(s). When compliance measures specified in the Notice of Violation are satisfactorily completed based upon

inspection by the City of Gillette on or after the anticipated completion date, the City of Gillette shall provide a written Notice of Acceptance and confirmation of compliance.

Failure to comply with the written notice described above or with any section of this article shall be deemed a misdemeanor offense. For any violation of this article there shall be a maximum fine of seven hundred fifty dollars (\$750) per day per violation, and any other penalty as prescribed under section 16-1 of the Gillette City Code. Each day of violation constitutes a new offense.

5. Stop Work Order

In the event compliance cannot be achieved within the terms of a Notice of Deficiency or Notice of Violation, the City of Gillette may proceed with a Stop Work Order. In the event the City of Gillette perceives that there is an immediate adverse impact or blatant disregard for the requirements, it may issue a Stop Work Order without first administering a Notice of Deficiency, Notice of Violation, Permit Suspension or Permit Revocation. The Stop Work Order shall be delivered to the Stormwater Discharger and/or Permittee and/or posted on the job site.

Persons receiving a Stop Work Order will be required to halt all construction activities. This Stop Work Order will be in effect until the City of Gillette confirms that the land disturbing activity is in compliance and the violation has been satisfactorily addressed. Failure to comply with a Stop Work Order can result in civil, criminal, or monetary penalties in accordance with the enforcement measures authorized in this Article.

6. Permit/License Suspension and/or Revocation

In the event compliance cannot be achieved within the terms of a Notice of Deficiency and/or Notice of Violation, the City of Gillette may proceed with permit(s) suspension or revocation. The City of Gillette may also follow all procedures outlined by the Board of Examiners for the suspension of Contractor license for failing to build in compliance with this Article. The City of Gillette may also refuse issuance or suspend any additional permits when all other methods of enforcement have proven unsuccessful.

When suspension or revocation has occurred:

- a. Land-disturbing activities are not allowed on a project site when a permit has been suspended or revoked other than those required to address deficiencies/violations.
- b. The written Permit Suspension or Revocation shall be hand delivered and/or sent by certified mail to the Permittee.
- c. A Permit Suspension may require that the Permittee submit a revised portion of the Stormwater Pollution Prevention Plan as indicated by the City of Gillette for

review and acceptance by the City of Gillette of the specific issue of contention. When a Permit Suspension is removed, the City of Gillette shall provide written notice to the Permittee.

- d. A permit Revocation requires that the Permittee resubmit a Stormwater Pollution Prevention Plan for a full review and acceptance by the City of Gillette.
- e. When a permit is revoked, the Permittee must re-apply for permit coverage through the normal permitting process and shall be required to pay established permit fees.

7. Legal Proceedings

If the enforcement mechanisms described in this Article prove to be unsuccessful in reaching compliance, or there is a blatant disregard for the requirements, or there is an immediate adverse impact to adjacent private or public property, the City of Gillette may proceed with all procedures afforded it under the laws of the City of Gillette and the State of Wyoming including injunctive relief.

(Ord. 3891, 4-19-2016)

§ 7-32. Right to Appeal

Any Stormwater Discharger and/or Permittee (hereinafter the Discharger) aggrieved by the actions outlined in this article by the Chief Building Official or City Engineer of the City of Gillette in their administration of these regulations may file an interim appeal. For grievances of the enforcement actions rendered by the City Engineer or Chief Building Official, the Discharger will file their appeal with the Development Services Director. The appeal shall be in writing, shall be submitted within seven (7) days of the action or decision appealed from, and shall state the specific relief which the Discharger seeks. Within seven (7) days of receipt of the request, the Development Services Director will issue formal findings determining the proper disposition of the matter.

In the event the Discharger is dissatisfied with the formal findings issued according to the preceding paragraph, they may request a hearing before the City of Gillette Board of Examiners by filing a Notice of Appeal with the Building Official within ten (10) days of mailing date of the written findings. The Notice of Appeal shall be in writing, and shall state the specific relief which the Discharger seeks. Within thirty (30) days of the receipt of the Notice of Appeal, the City of Gillette Board of Examiners shall hold a hearing to determine the proper disposition of the matter. At the hearing, the Board of Examiners shall consider not only the testimony of the Discharger, but also the testimony of the Chief Building Official, City Engineer, or Development Services Director as the case may be, (hereinafter the City Official) who issued the order or took that action that is the subject of the appeal, and shall review the materials originally filed in support of the interim appeal and the formal findings. The City of Gillette Board of Examiners shall either reaffirm or modify the decision in the record of its hearing. Upon completion of the hearing, the Board of

Examiners shall notify the Discharger and the City Official of its decision by sending written findings of fact and conclusions of law (the Final Order) by certified mail. The Discharger may then proceed based upon this decision of the City of Gillette Board of Examiners.

The Discharger or the City Official may appeal by filing a Notice of Appeal within thirty (30) days of postmarked mailing date of the Board's Final Order and have the record of their case reviewed by the Gillette City Council. The hearing before the City Council shall be on the record as a whole as it was developed before the Board of Examiners. The Discharger and the City Official shall be given the opportunity to make oral argument before the City Council. The City Council may affirm or reverse the decision appealed from and may direct that the Board of Examiners conduct further hearings.

The failure of the Discharger to appeal as provided in this section shall make the action of the City Official final and not subject to review in any other tribunal. The failure of the Discharger to attend the hearing before the Board of Examiners, as provided in this section, shall make the decision of the City Official final and not subject to review in any other tribunal.

(Ord. 3891, 4-19-2016)

First Reading: July 1, 2025.

Second Reading: July 15, 2025.

PASSED AND APPROVED on Third and Final Reading this 5th day of August 2025.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **July 22, 2025**

TITLE:

Council Consideration of a Special Event Permit for a Neighborhood BBQ on a portion of Federal Avenue from 1:00 p.m. to 8:00 p.m. on August 2, 2025; Requested by Travis Hague.

CASE BACKGROUND:

This is a neighborhood street BBQ on Federal Ave. from Harvest Moon to Black Hills Street. The applicant feels it would be safer for the street to be closed while their kids are in attendance.

The applicant expects 30-50 people to attend and requests the city to provide barricades.

STAFF REFERENCE:

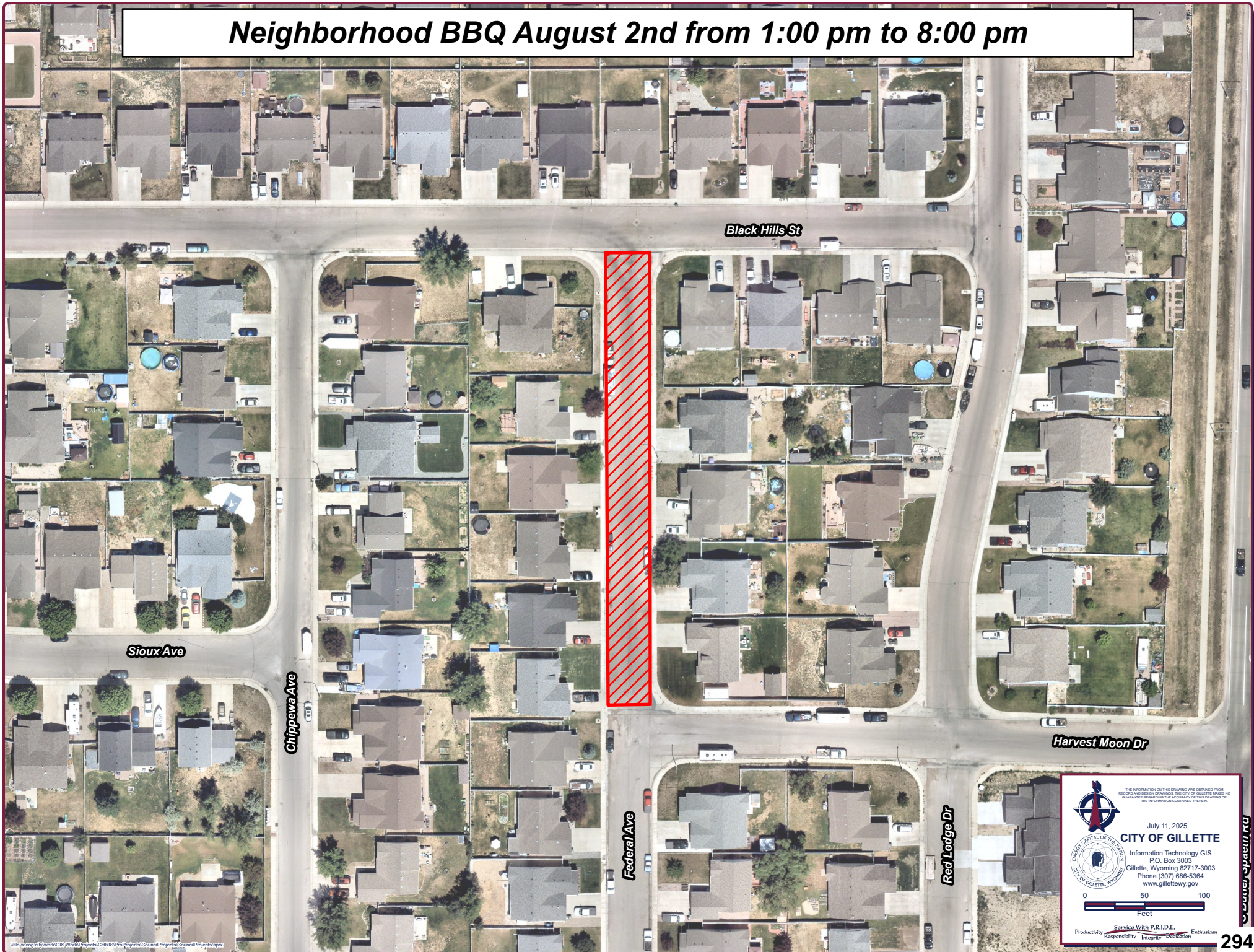
MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[Map](#)

[Notification Form](#)

Neighborhood BBQ August 2nd from 1:00 pm to 8:00 pm



July 11, 2025
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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Feet

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

294

CITY OF GILLETTE

NOTIFICATION OF STREET CLOSURE

DATE: July 11th 2025

DATE: July 11 2025
To facilitate the following event, Federal Ave. BBQ

it will be necessary to close the following street(s): Federal Ave. from HARVEST MOON to BLACK HILLS ST.

The closure will be on Aug. 2nd 2025 (date) beginning at 1pm am/pm, until 8pm am/pm

Your cooperation and consideration is appreciated.

[illegible]



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration for the Acceptance of Public Improvements for the 2025 Large Patch Project installed by S&S Builders, LLC, in the Amount of \$57,852.40 (1% Project).

SUGGESTED ACTION:

I move for Approval of Acceptance of Public Improvements for the 2025 Large Patch Project installed by S&S Builders, LLC, in the Amount of \$57,852.40 (1% Project).

PROJECT NUMBER:

25EN35

CASE BACKGROUND:

The 2025 Large Patch Project included replacement of a 30' by 37' surfacing patch located on 7th St. near the Twin Spruce Jr High School (see attached map). This Project replaced the existing surfacing with new concrete and was completed during the summer time to not impact the school season.

WHY NEEDED:

The existing surfacing showed many severe distresses and was in very poor condition.

The awarded project cost was \$59,595.00. There was one change order for final adjustment of quantities which resulted in a savings of \$1,742.60. The project's final cost is \$57,852.40 to complete all work.

The Project was fully funded with the Optional 1% Sales Tax Fund, from the FY2025 budget.

ACTUAL COST VS BUDGET:

Actual cost - \$57,852.40 ; Allocated Budget - \$100,000

STAFF REFERENCE:

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

ATTACHMENTS:

[Location Map](#)

[Certificate of Final Completion](#)

[Certificate of Substantial Completion](#)

[Warranty](#)

2025 Large Patch Projects Phase 1



April 10, 2025
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov



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

**CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION**

Project: Large Patch Project Phase 1

Project No.: 25EN35

Date of Contract: May 12, 2025

Owner: City of Gillette

Contractor: S&S Builders, LLC

Engineer: WWC Engineering

This Certificate of Final Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

06/16/2025
Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this 17th day of June, 2025

S&S Builders, LLC

CONTRACTOR (COMPANY NAME)

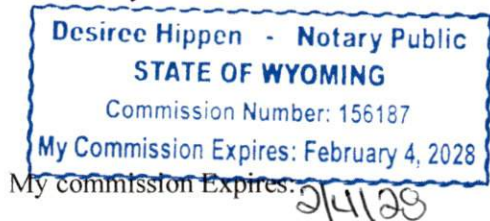
[Signature] BRANCH MANAGER
SIGNATURE (TITLE)

STATE OF WYOMING }
 }
COUNTY OF CAMPBELL }

SS

The foregoing instrument was acknowledged before me by Jason Tystad, Branch Manager, this 17th day of June, 2025

Witness my hand and official seal



[Signature]
Notary Public

CITY OF GILLETTE

(Name), Mayor

Date

(S E A L)
ATTEST:

(Name), City Clerk

CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: Large Patch Project Phase 1

Project No.: 25EN35

Owner: City of Gillette

Date of Contract: May 12, 2025

Contractor: S&S Builders, LLC

This Certificate of Substantial Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

06/16/2025
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

 Amended Responsibilities
 X Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

Punch List

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 17th day of June, 2025

S&S Builders, LLC

CONTRACTOR (COMPANY NAME)

[Signature]
SIGNATURE

Branch Manager

(TITLE)

STATE OF WYOMING }

}

SS

COUNTY OF CAMPBELL }

}

The foregoing instrument was acknowledged before me by Jason Tystad, Branch Manager, this 17th day of June, 2025

~~Witness my hand and official seal~~

Desiree Hippen - Notary Public

STATE OF WYOMING

Commission Number: 156187

My Commission Expires: February 4, 2028

My commission Expires: 2/4/28

[Signature]
Notary Public

CITY OF GILLETTE

(Name), Mayor

Date

(S E A L)

ATTEST:

(Name), City Clerk

WARRANTY

(Contractor)

S&S Builders, LLC hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on Large Patch Project Phase 1 (25EN35) FOR A PERIOD OF One Year FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of Supplementary Condition 13.07 have been met.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of ONE YEAR is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for Large Patch Project Phase 1 (25EN35).

DATED this 17th day of June, 2025

S&S Builders, LLC

CONTRACTOR (COMPANY NAME)

[Signature] Branch Manager
SIGNATURE (TITLE)

STATE OF WYOMING }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by Jason Tysted, branch manager
this 17th day of June, 2025

Witness my hand and official seal

Desiree Hippen - Notary Public
STATE OF WYOMING
Commission Number: 156187
My Commission Expires: February 4, 2028
My commission Expires: 2/4/28

[Signature]
Notary Public

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration for the Acceptance of Public Improvements for the City Hall and Police Department Elevator Modernization Project, Completed by Kone Inc., in the amount of \$630,938.00.

SUGGESTED ACTION:

I move for Approval of the Acceptance of Public Improvements for the City Hall and Police Department Elevator Modernization Project, completed by Kone Inc., in the amount of \$630,938.00.

PROJECT NUMBER:

23FM02

STAFF RECOMMENDATION:

I move for Approval of the Acceptance of Public Improvements for the City Hall and Police Department Elevator Modernization Project, completed by Kone Inc., in the amount of \$630,938.00.

ACTUAL COST VS BUDGET:

Actual Cost \$630,938.00 vs. Budgeted Amount \$630,938.00

STAFF REFERENCE:

Sawley Wilde, Public Works Director

ATTACHMENTS:

[Warranty](#)

[Certificate of Substantial Completion](#)

[Certificate of Final Completion](#)

WARRANTY

(Contractor)

KONE INC hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the City Hall and Police Department buildings FOR A PERIOD OF One Year FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of Supplementary Condition 13.07 have been met.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of ONE YEAR is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: City Hall and Police Department Elevator Modernization

Project No.: 23FM02

Owner: City of Gillette

Date of Contract: 6/27/2024

Contractor: KONE INC

This Certificate of Substantial Completion applies to:

☒ All Work under the Contract Documents:

☐ The following specified portions:

7/14/2025
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared except as stated below.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities
☒ Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 17th day of July, 2025

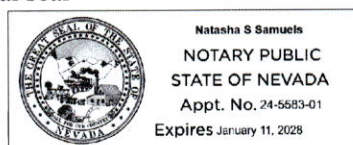
KONE Inc
CONTRACTOR (COMPANY NAME)

Megan A Long Senior Project Manager
SIGNATURE (TITLE)

STATE OF Nevada }
COUNTY OF Clark } SS

The foregoing instrument was acknowledged before me by Megan A Long,
this 17th day of July, 2025

Witness my hand and official seal



[Signature]
Notary Public

My commission Expires: 01/11/2028

Notarized remotely using audio-video communication technology via Proof.

CITY OF GILLETTE

(Name), Mayor

Date

(SEAL)
ATTEST:

(Name), City Clerk

**CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION**

Project Name: City Hall and Police Department Elevator Modernization

Project No.: 23FM02

Date of Contract: 6/27/2024

Owner: City of Gillette

Contractor: KONE INC

Engineer: City Engineering Division

This Certificate of Final Completion applies to:

 x All Work under the Contract Documents:

 The following specified portions:

7/14/2025
Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this 17th day of July, 2025

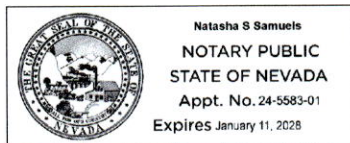
KONE INC
CONTRACTOR (COMPANY NAME)

Megan A Long SENIOR PROJECT MANAGER
SIGNATURE (TITLE)

STATE OF Nevada }
COUNTY OF Clark } SS

The foregoing instrument was acknowledged before me by Megan A Long,
this 17th day of July, 2025

Witness my hand and official seal



[Signature]
Notary Public

My commission Expires: 01/11/2028

Notarized remotely using audio-video communication technology via Proof.

CITY OF GILLETTE

(Name), Mayor

Date

(SEAL)
ATTEST:

(Name), City Clerk



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration for the Acceptance of a General Utility Easement for 3000 Powder Basin Avenue, Prepared by Land Surveying Incorporated, on Behalf of the Developer, NicGin Enterprise, LLC.

SUGGESTED ACTION:

I move for Approval of Accepting a General Utility Easement for 3000 Powder Basin Avenue, Prepared by Land Surveying Incorporated, on Behalf of the Developer, NicGin Enterprise, LLC.

CASE BACKGROUND:

The 3000 Powder Basin Avenue development project includes extension of Water and Sanitary Sewer Mains for a commercial development (see attached map). The general utility easement form and exhibit location have been approved by city staff.

The developer, NicGin Enterprise, LLC, is requesting the city to accept the general utility easement so that it can be recorded. This easement would allow the city to own and maintain the newly installed water and sewer infrastructure upon final acceptance at a later date. The easement needs to be recorded prior to final acceptance of any new infrastructure into the City's utility systems.

ACTUAL COST VS BUDGET:

N/A

STAFF REFERENCE:

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

ATTACHMENTS:

[General Utility Easement](#)
[Site Map](#)

GENERAL UTILITY EASEMENT

For and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration as more fully set forth herein, the receipt of which is hereby acknowledged, NicGin Enterprise, LLC, a Wyoming limited liability company, of 1604 Carrington Avenue, Gillette, Wyoming 82718 (hereinafter referred to as "Grantor"), does hereby grant unto the City of Gillette, Wyoming, a Wyoming municipality, of 201 E. 5th Avenue, Gillette, Wyoming 82716 (hereinafter referred to as "Grantee"), the following general utility easement, right of access, ingress and egress, and constructing, repairing, and maintaining the same.

RECITALS

WHEREAS Grantor owns real property in Campbell County, Wyoming over which the easement granted herein runs;

WHEREAS Grantee owns real property in Campbell County, Wyoming, and provides general utility services to real property located in Campbell County, Wyoming, which will benefit from the easement granted herein;

WHEREAS Grantee desires to acquire a utility easement for the express purpose and uses described herein and subject to the terms and conditions of this Agreement;

NOW THEREFORE, in consideration of the mutual covenants, promises and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **Grant of Easement.** Grantor hereby grants, bargains, sells, transfers and conveys unto Grantee and its successors, assigns, licensees, and permittees, a perpetual utility easement on, over and across a strip of land 30 feet in width (15 feet on either side), and situated in Tract 2A of Market Square Plaza, Gillette, Campbell County, Wyoming, being more particularly described in Exhibit "A" attached hereto and incorporated herein by reference.
2. **Work in and Use of Easement.** Grantee may install any public utility upon, within, or beneath the easement, provided that any such utility shall be installed in accordance with any applicable Federal, State, and local rules and regulations. Upon completion of any work within the easement, Grantee shall restore the surface of the easement to a condition substantially similar to its condition prior to such work.
3. **Perpetual and Appurtenant.** This easement shall not be in gross but shall be perpetual and appurtenant to the property of the Grantee and the public, in general.

4. Purpose and Use of Easement. The Parties agree the sole purpose of the easement is for the installation of public utilities, as well as to grant ingress and egress to and from Grantee's property for the purpose of installing and maintaining any such utilities.

5. Attorney Fees. If there is any legal action or proceeding between Grantor and Grantee arising from or based on this Agreement, the non-prevailing party to such action or proceeding shall pay to the prevailing party all costs and expenses, including reasonable attorney's fees and disbursements, actually incurred by the prevailing party in connection with any proceeding and in any appeal related thereto.

6. Successors and Assigns Bound. This Agreement shall be binding on and inure to the benefit of the Parties hereto and their respective heirs, personal representatives, lessees, successors and assigns. It is the intention of the Parties all the various rights, obligations, restrictions, and easements created in this Agreement shall run with the affected land and shall inure to the benefit of and be binding upon all future owners and lessees of the affected lands and all persons claiming any interest or exercising any rights under them.

7. Indemnification and Release. The Grantor shall not be liable for injuries to the Grantees, their invitees, agents, successors, transferees or assigns, by virtue of their use of the easement and to the maximum extent permitted by law, Grantee shall hold harmless and indemnify Grantor, its members, heirs, successors, agents and assigns from any such claims or damages.

8. Review by Attorneys. The Parties represent and covenant they each have had this Agreement reviewed by their respective attorneys, and they fully understand the terms and conditions set forth herein.

9. Construction. This Agreement shall be governed and construed according to the laws of the State of Wyoming. All captions of sections are for convenience only. The courts of the State of Wyoming shall have jurisdiction over this Agreement and the Parties, and the venue shall be in the Sixth Judicial District, Campbell County, Wyoming.

10. Entire Agreement. The Parties understand and agree this Agreement and the attached Exhibit A, as written, covers and includes all of the agreements and stipulations between the Parties as to the subject matter contained herein, and no representations or statements, verbal or written, have been made modifying, adding to, or changing the terms of this Agreement. This Agreement may not be changed or terminated orally, and no attempted change, modification, or waiver of the provisions hereof shall be binding unless in writing and signed by all the Parties.

11. Consideration. The Grantor agrees that the mutual covenants contained herein shall constitute sufficient consideration for this easement, the receipt of which is hereby acknowledged, and that no further consideration of any kind shall be required of Grantee.

12. Governmental Immunity. Grantee does not waive governmental immunity by entering into this Agreement and, unless specifically and expressly waived, Grantee retains all immunities and defenses available to it pursuant to W.S. 1-39-101 through 122 and all other applicable law. Designations of venue, choice of law, enforcement actions, dispute resolution force majeure, and similar provisions will not be construed as a waiver of governmental immunity. The Parties agree that any ambiguity in this Agreement will not be strictly construed, either against or for either party, except that any ambiguity as to governmental immunity will be construed in favor of governmental immunity. Grantee specifically agrees that it does not retain contractual immunity with respect to this Agreement and as provided by W.S. 1-39-104(a).

IN WITNESS WHEREOF, this Agreement is dated on the last undersigned notarized date.

GRANTOR:

NICGIN ENTERPRISE, LLC, a Wyoming
limited liability company

BY: Virginia Bain
Virginia Bain

Its: Member

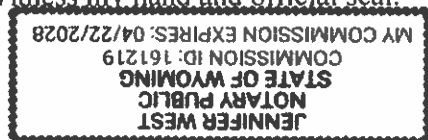
Date: 6/24/25

STATE OF Wyoming

COUNTY OF Campbell

The foregoing instrument was acknowledged before me this 24th day of June, 2025, by Virginia Bain, Member of NicGin Enterprise, LLC, a Wyoming limited liability company, Grantor.

Witness my hand and official seal.



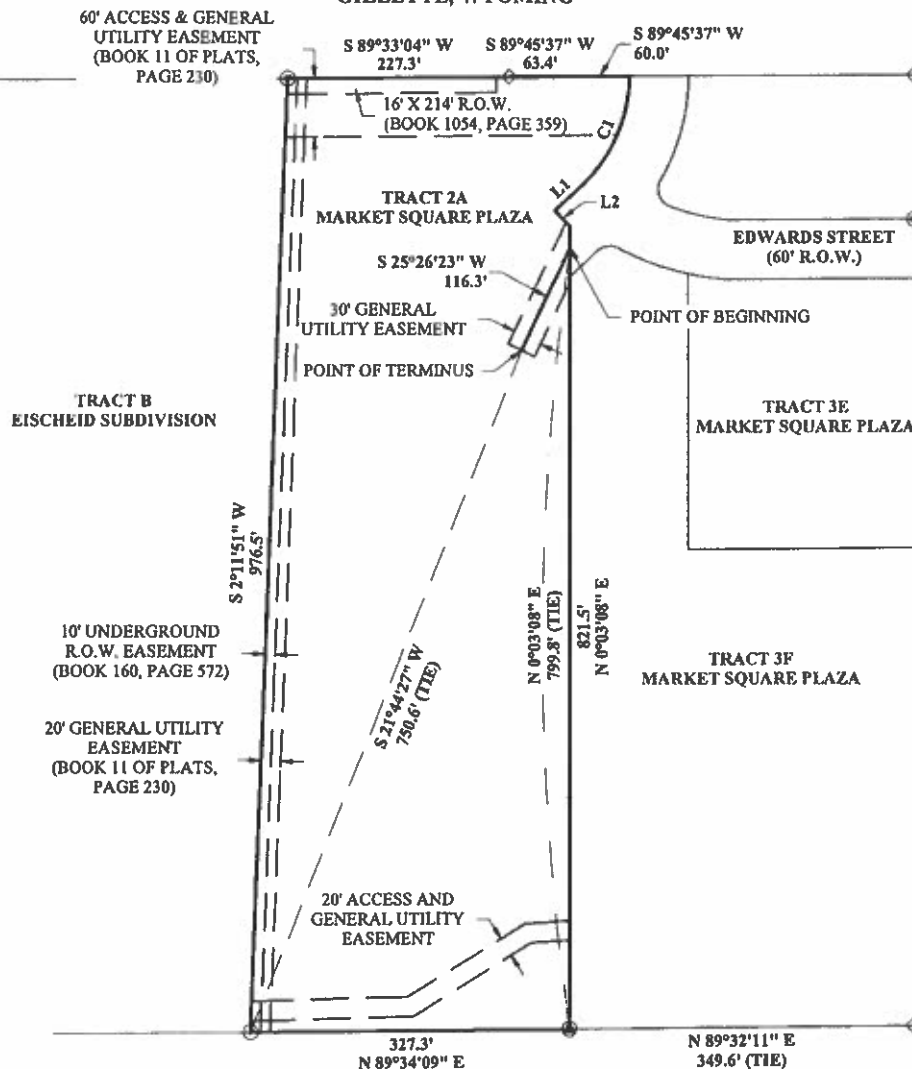
Jennifer West
Notary Public

My Commission Expires:

04-22-2028₃

GENERAL UTILITY EASEMENT

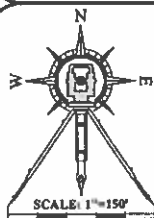
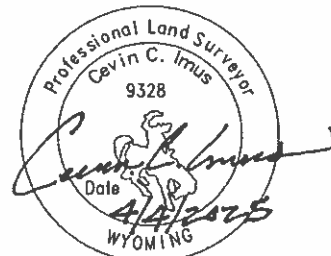
BEING SITUATED IN A PORTION OF
TRACT 2A, MARKET SQUARE PLAZA
GILLETTE, WYOMING



LINE & CURVE TABLE						
NO.	TANGENT BEARING	CENTRAL ANGLE	CURVE LENGTH	CURVE RADIUS	CHORD BEARING	LENGTH
C1		46°19'06"	124.7'	154.3'	N 23°15'47" E	121.4'
L1	N 46°52'29" E					38.2'
L2	N 43°28'59" W					22.7'

NOTE: LEGAL DESCRIPTION FOUND ON PAGE 2

I, Cevin C. Imus, of Gillette Wyoming, hereby certify that this plat was made from notes taken during an actual survey performed under my direct supervision by Gavin Koelsch on October 7, 2024, and that the said GENERAL UTILITY EASEMENT is accurately represented on this plat detailing the corners accepted and set out on the ground as shown hereon.



BASIS OF BEARING:
GPS GRID BEARINGS

LEGEND

- ◇ = (FOUND) ALUMINUM CAP, RLS 2333
- = (FOUND) PLASTIC CAP, RLS 2333
- ⊙ = (FOUND) IRON PIPE
- ⊗ = (FOUND) BARE REBAR

Prepared For:
WEST CONSTRUCTION
1403 EAST 7TH STREET
GILLETTE, WYOMING 82718

Prepared By:
LAND SURVEYING INCORPORATED
209 N. WORKS AVENUE
GILLETTE, WY 82716



Location:

GENERAL UTILITY EASEMENT
BEING SITUATED IN A PORTION OF
TRACT 2A, MARKET SQUARE PLAZA
GILLETTE, WYOMING

FILE: 25-038A GENERAL UTILITY ESMT.DWG

SHEET: 1 OF 2

CREATED BY: GKOELSCH

CREATION DATE: 4/1/2025

REVIEWER: CCI

APPROVED DATE: 4/4/2025

FILEPATH: P:\2025\WEST CONSTRUCTION\25-038A\DRAWING

GENERAL UTILITY EASEMENT

BEING SITUATED IN A PORTION OF
TRACT 2A, MARKET SQUARE PLAZA
GILLETTE, WYOMING

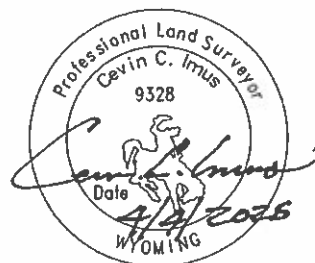
LEGAL DESCRIPTION - GENERAL UTILITY EASEMENT

A 30 FOOT STRIP OF LAND, BEING 15 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE, BEING LOCATED IN A PORTION OF TRACT 2A OF MARKET SQUARE PLAZA, GILLETTE, WYOMING, AND HAVING SIDELINES THAT SHORTEN OR EXTEND TO THE EASTERLY BOUNDARY OF SAID TRACT 2A, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID TRACT 2A, SAID CORNER BEING MONUMENTED BY AN IRON PIPE; THENCE N 89°34'09" E ALONG THE SOUTH LINE OF TRACT 2A FOR A DISTANCE OF 327.3 FEET TO THE SOUTHEAST CORNER OF SAID TRACT 2A, SAID CORNER BEING MONUMENTED BY A PLASTIC CAP, RLS 2333; THENCE N 0°03'08" E FOR A DISTANCE OF 799.8 FEET TO THE POINT OF BEGINNING:

THENCE S 25°26'23" W FOR A DISTANCE OF 116.3 FEET TO THE POINT OF TERMINUS, FROM WHICH THE SOUTHWEST CORNER OF TRACT 2A BEARS S 21°44'27" W A DISTANCE OF 750.6 FEET.

SAID EASEMENT IS 116.3 FEET LONG AND CONTAINS 0.08 ACRES, MORE OR LESS.



Prepared For:
WEST CONSTRUCTION
1403 EAST 7TH STREET
GILLETTE, WYOMING 82718

Prepared By:
LAND SURVEYING INCORPORATED
209 N. WORKS AVENUE
GILLETTE, WY 82716



Location:
GENERAL UTILITY EASEMENT
BEING SITUATED IN A PORTION OF
TRACT 2A, MARKET SQUARE PLAZA
GILLETTE, WYOMING

FILE: 25-038A GENERAL UTILITY ESMT.DWG

SHEET: 2 OF 2

CREATED BY: GKOELSCH

CREATION DATE: 4/1/2025

REVIEWER: CCI

APPROVED DATE: 4/4/2025

FILEPATH: P:\2025\WEST CONSTRUCTION\25-038A\DRAWING

GRANTEE:

CITY OF GILLETTE, WYOMING
a Wyoming municipality

Attest:

BY: _____

Shay Lundvall

Its: Mayor

City Clerk

Date: _____

TOWN SEAL:

STATE OF _____)

)

COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Shay Lundvall, Mayor of the City of Gillette, Wyoming, Grantee.

Witness my hand and official seal.

Notary Public

My Commission Expires:

ArcGIS Web Map



CITY OF GILLETTE

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

City of Gillette, GIS Division, Campbell
County, State of Wyoming



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 167 feet
1 inch equals 0.03 miles

July 01, 2025



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration of a Quote Award for the Replacement of Two Boiler Stacks at the Wastewater Plant to Hladky Construction Inc. in the Amount of \$53,982.11.

SUGGESTED ACTION:

I move for Approval of a Quote Award for the Replacement of Two Boiler Stacks at the Wastewater Plant to Hladky Construction Inc. in the Amount of \$53,982.11.

CASE BACKGROUND:

Project includes all parts and labor to complete in-kind replacement of the existing stainless steel exhaust stacks, stack sleeves and insulation for boilers 1201 and 1202. Project initiated under recommendation after completion of the annual boiler inspection and cleaning.

STAFF RECOMMENDATION:

I move for Approval of a Quote Award for the Replacement of Two Boiler Stacks at the Wastewater Plant to Hladky Construction Inc. in the Amount of \$53,982.11.

ACTUAL COST VS BUDGET:

This project is fully funded from Furn/Fixtures/Equip > \$5000 Line Item #505-70-75-443-70-47510.

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

[QUOTE AGREEMENT](#)

QUOTE AGREEMENT

Agreement made and entered into this 3 day of July, 2025 by and between the City of Gillette, Wyoming, a municipal corporation and City of the first class, hereinafter CITY of 201 East Fifth Street, Gillette, Wyoming, and **Hladky Construction Inc., 1100 N Gurley Ave,** City of **Gillette**, State of **Wyoming**, hereinafter CONTRACTOR.

CONTRACTOR and CITY may be referred to collectively herein as the PARTIES. This agreement shall cover the terms of the performance of the work described in detail below and sometimes referred to as the Project.

The PARTIES agree as follows:

1. The Project or Work to be performed by the CONTRACTOR pursuant to this agreement is described as follows:

REPLACEMENT OF TWO BOILER STACKS AT THE WASTEWATER PLANT PER QUOTE.

2. All work performed under this agreement shall conform to the current City of Gillette Standard Construction Specification hereinafter referred to as the SCS. Certain sections of the SCS are specifically adopted by reference as a part of this agreement when they are referred to by number.
3. The CONTRACTOR is responsible for contacting **"One-Call of Wyoming"**, 1.800.849.2476 before doing any excavation, and if any utility is out of service for more than (5) minutes, the CONTRACTOR shall notify all who will be affected.
4. The CONTRACTOR is responsible for obtaining all required permits and shall conform to the Manual of Uniform Traffic Control Devices in all barricading and signing. The CONTRACTOR shall coordinate with the OWNER'S representative all tests and inspections.

The CONTRACTOR agrees to complete work under this contract on or before **August 28, 2025**.

5. CONTRACTOR agrees to perform all the work described for the project for the Following Sum(s) **\$53,982.11** .

Quantities are estimated and may increase or decrease. When there are changes in quantities, unit prices govern.

6. The CONTRACTOR shall submit an application for payment upon the accepted completion of the project, at which time; the OWNER will process the CONTRACTOR'S payment through the standard procedures established by the OWNER. The OWNER may require an "Affidavit on Behalf of the Contractor" to show that all bills for materials, supplies, labor have been fully paid by the CONTRACTOR.

7. SC-5.04 Contractor's Liability Insurance

Delete Paragraph 5.04.B.7 in its entirety and insert the following:

- "7. with respect to completed operations insurance, and any insurance coverage written on a claims made basis, remain in effect for at least one year after final acceptance of the project."

Add the following new paragraph immediately after Paragraph 5.04.B.7.a:

- "C. The limits of liability for the insurance required by Paragraph 5.04 of the General Conditions shall provide coverage for not less than the following amount or greater where required by law or regulations:

1. Workers' Compensation, and related coverage's under Paragraph 5.04.A.1 and 5.04.A.2 of the General conditions:

- | | | |
|----|--|-----------|
| a. | State | Statutory |
| b. | Applicable Federal (e.g. Longshoreman) | Statutory |

2. Contractor's General Liability under Paragraph 5.04.A.3 through 5.04.A.6 of the General Conditions which shall include completed operations and product liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Contractor:

- | | | |
|----|-------------------|-------------|
| a. | General Aggregate | \$2,000,000 |
|----|-------------------|-------------|

- b. Products – Completed Operations Aggregate \$2,000,000
 - c. Personal and Advertising Injury \$1,000,000
 - d. Each Occurrence (Bodily Injury and Property Damage) \$1,000,000
 - e. Property Damage Liability Insurance will provide explosion, collapse, and under-ground coverage where applicable
 - f. Excess or Umbrella Liability \$1,000,000
3. Automobile Liability under Paragraph 5.04.A.6 of the General Conditions.
- a. Bodily Injury:
 - Each Person \$1,000,000
 - Each Accident \$1,000,000
 - b. Property Damage
 - Each Accident \$1,000,000
 - c. Combined Single Limit of \$1,000,000
4. The Contractual Liability coverage required by Paragraph 5.04.B.4 of the General Conditions shall provide coverage for not less than the following amounts:
- a. Bodily Injury:
 - Each Accident \$1,000,000
 - Annual Aggregate \$2,000,000
 - b. Property Damage:
 - Each Accident \$1,000,000
 - Annual Aggregate \$2,000,000

SC-5.06 Property Insurance

Delete Paragraph 5.06 of the General Conditions in its entirety.

SC-5.07 Waiver of Rights

Delete Paragraph 5.07.A of the General Condition in its entirety.

SC-5.08 Receipt and Application of Insurance Proceeds

Delete Paragraph 5.08.A of the General Conditions in its entirety and insert the following in its place:

"A. Any insured loss under the policies of insurance required in this agreement will, to the extent necessary, be adjusted with Owner and made payable to Owner as fiduciary for the insured's, as their interests may appear, subject to the requirements of any applicable mortgage clause and of Paragraph 5.08.B. Owner shall deposit in a separate account any money so received and shall distribute it in accordance with such agreement as the parties in interest may reach. If no other special agreement is reached, the damaged Work shall be repaired or replaced, the moneys so received applied on account thereof, and the Work and the cost thereof covered by an appropriate Change Order".

SC-5.09 Acceptance of Bonds and Insurance: Option to Replace

Add a new Paragraph 5.09.B

"B. Failure of the Owner, to object to the coverage of Contractor's insurance within the time provided, shall not relieve Contractor from his obligation to provide insurance that complies with the Contract Documents".

The OWNER may require a Certificate of Insurance Coverage prior to the commencement of the project

9. The OWNER's representative for this project will be Brett Petersen who can be contacted at Wastewater Division.

Address: 3101 S. Garner Lake Rd
 Gillette, WY 82718
Phone: (307) 686-2584

The CONTRACTOR's representative will be Mark Kuhbacher, who can be contacted at Hladky Construction, Inc..

Address: 1100 N Gurley Ave
 Gillette, WY 82716
Phone: (307) 682-2785

10. Upon completion of the work performed under this agreement, the CONTRACTOR shall provide the CITY with a one-year warranty for all of the work contracted for and performed providing that all aspects of the work are in complete compliance with the SCS and all other applicable CITY ordinances and building regulations for one year from the date of acceptance and final payment. The CONTRACTOR shall execute and deliver a warranty to the CITY on a form provided by the CITY prior to final payment to the CONTRACTOR.

11. The CONTRACTOR must possess a current and up to date City of Gillette Contractor License.

12. The CONTRACTOR shall indemnify and hold the CITY harmless from and defend it and its employees against any and all claims, losses, expenses, damages, judgments and liability of any sort, including attorney's fees arising out of, or in connection with its actions taken in the performance of this contract.

The CONTRACTOR, pursuant to section G.C. 6.13, Safety and Protection, of the SCS is responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the project.

13. The terms of this agreement shall bind the parties hereto and their successors and assigns. This agreement shall not be assigned in whole or in part without the prior written approval of the CITY. Any assignment without the prior written approval of the CITY is void.

14. This agreement shall be governed by the laws of the State of Wyoming. The District Court of the Sixth Judicial District in Campbell County Wyoming shall have venue and jurisdiction exclusively for any action in law or equity which may be instituted to enforce the terms of this agreement.

15. If any legal action is instituted to enforce any of the terms of this agreement, the unsuccessful party shall pay the successful party's reasonable attorneys' fees and all costs of the action including court costs, expert witness fees and all other actual expenses incurred in the prosecution of the action.

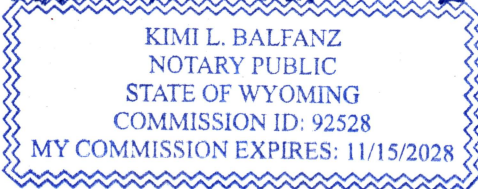
DATED this 3 day of July, 2025 in GILLETTE, WYOMING.

CONTRACTOR – Hladky Construction, Inc.

Mark Hladky

STATE OF WYOMING }
 } SS.
COUNTY OF CAMPBELL }

The above and foregoing instrument was acknowledged before me by
MARK KUHBACHER, This 3RD day of JULY, 2025.



Witness my hand and official seal.

Kimi L. Balfanz
Notary Public

My Commission Expires: 11/15/2028

CITY OF GILLETTE

Shay Lundvall, Mayor

STATE OF WYOMING }
 } SS.
COUNTY OF CAMPBELL }

The above and foregoing instrument was acknowledged before me by
_____, This _____ day of _____, 2025.

Witness my hand and official seal.

Notary Public

My Commission Expires:

Quote Agreement



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration of a Bid Award for the 2025 Gurley Overpass Deck Injection Repairs Project, to Hladky Construction, Inc, in the Amount of \$68,750.00 (1% Project).

SUGGESTED ACTION:

I move for Approval of a Bid Award for the 2025 Gurley Overpass Deck Injection Repairs Project, to Hladky Construction, Inc, in the Amount of \$68,750.00. (1% Project)

PROJECT NUMBER:

25EN32

CASE BACKGROUND:

Since the 2018 resurfacing, the City proactively undertook an annual condition survey, and scheduled an annual maintenance shutdown period in the summer for the Gurley Overpass. The survey is to monitor key elements of the bridge for any sign of significant decline in the condition, and to plan maintenance prior to the small items becoming major concerns.

The reason for the epoxy injections is to infill the separations (delamination) of the concrete deck parallel to the surface. The delamination typically occurs at the upper reinforcing steel mat in the deck. The City has taken steps to slow the separation by inspection and deck injection repairs. The injection repair requires the contractor to drill into the delaminated areas, fill the hollow area with epoxy, and then wait for it to cure to allow traffic back on the bridge.

Bids were received at 3:00 p.m. on Thursday, June 26, 2025. Two contractors submitted regular and responsive bids as follows:

Hladky Construction, Inc - \$68,750.00

Reiman Corporation - \$105,175.00

No errors or irregularities were discovered in the bids. Hladky Construction, Inc submitted the lowest

qualified bid. The low bid from Hladky Construction, Inc is \$2,497.50 more from the previous year with approximately the same amount of work to be completed.

This construction project is fully funded from the Optional 1% Sales Tax Fund.

ACTUAL COST VS BUDGET:

Actual Cost: \$68,750.00; Budget for FY25: \$125,000.00

STAFF REFERENCE:

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

ATTACHMENTS:

[Gurley Overpass Location Map](#)

GURLEY OVERPASS ANNUAL MAINTENANCE LOCATION MAP PROJECT # 25EN32

PROJECT SITE
GURLEY OVERPASS



May 21, 2024

CITY OF GILLETTE

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



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

City of Gillette, Campbell



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration of the Rejection of All Bids Received for the Animal Control Building Addition.

SUGGESTED ACTION:

I move to reject all bids received for the Animal Control Building Addition.

PROJECT NUMBER:

23FM04

CASE BACKGROUND:

This project includes a 1,000sqft addition to the North side of the Animal Control Facility. Included are an animal storage room, quarantine room, and a veterinarian operating room. We have a \$250,000.00 design and construction budget. We had four construction companies turn in bids for this project (included below). We are working with the Arete design group to reduce project costs. This project will be re-bid at a later date.

S&S Builders: \$385,680.00

Falcon Construction: \$417,992.05

Powder River Construction: \$450,000.00

Hladky Construction: \$453,932.00

STAFF RECOMMENDATION:

I move to reject all bids received for the Animal Control Building Addition.

STAFF REFERENCE:

Sawley Wilde, Public Works Director



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration of Amendment No. 2 to a Professional Services Agreement for Construction Management Services Associated with the Gillette Regional Water Supply Phase III Project, with HDR, Inc., in the Amount of \$152,103.00.

SUGGESTED ACTION:

I move for Approval of Amendment No. 2 to a Professional Services Agreement for Construction Management Services Associated with the Gillette Regional Water Supply Phase III Project, with HDR, Inc., in the Amount of \$152,103.00.

PROJECT NUMBER:

18UT01

CASE BACKGROUND:

The Gillette Regional Water Supply Project Phase III is currently under construction and has run significantly past the original project schedule. As a result of this construction period overrun, additional time is required for Construction Management. The awarded contract days to complete the project expired on April 30, 2025. The project is currently expected to be completed in August 2025.

The Construction Management efforts in this amendment are the costs of Construction Management that are not included in the original agreement. The additional Construction Management cost included in this Amendment is \$152,103.00 which was not in the planned budget for this project. The Wyoming Water Development Office (WWDO) provided partial concurrence for the amount of \$14,091.00.

WWDO will reach it's obligated funding amount without any amendment to the project. The remaining portion of any project funds will be required to be paid by the CAP Tax. This project is fully funded through WWDO funds and the Capital Facilities Tax fund.

ACTUAL COST VS BUDGET:

Actual Cost: \$733,004.00 Budget \$755,000

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Gillette Regional Extensions 2017 HDR Amendment No 2](#)
[WWDC Partial Concurrence](#)

This is **EXHIBIT I**, consisting of 2 of pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services dated 9/17/2019.**

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Addendum to Amendment No. 1 and Amendment No. 2**

The Effective Date of this Amendment is: _____

Background Data

Effective Date of Owner-Engineer Agreement: September 17, 2019

Owner: City of Gillette

Engineer: HDR Engineering, Inc.

Project: Gillette Regional Water Supply Project – Priority III – 18UT01 – Crestview, American Road, Freedom Hills and Meadow Springs

HDR Project #10193705

Nature of Amendment:

 X Additional Services to be performed by Engineer

Description of Modifications:

Removal of Amendment No. 1

By signing below, the parties agree that the previously signed 'Amendment No.1' with an effective date of May 7, 2025, is terminated, and will no longer have force and effect.

Adjustment due Additional Construction Contract Working Days

HDR will provide additional Project Management, Construction Administration and Resident Project Representative services from May 1, 2025, through August 27, 2025. This is the period after April 30, 2025 (date established for Final Completion) and August 27, 2025 (the anticipated completion date indicated on the schedule provided by the Contractor on May 29, 2025).

Billing rates for the 2025 calendar year are updated to 2025 Billing Rates attached.

Agreement Summary:

Original agreement amount:	\$ 580,901.00
<u>Net change for Amendments 1 through 2:</u>	<u>\$ 152,103.00</u>
Adjusted Agreement amount:	\$ 733,004.00

Change in time for services (days or date, as applicable):

Construction Administration and Resident Project Representative services are anticipated to continue through August 2025.

Post construction services are anticipated to continue through the end of 2025.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this, or previous Amendments remain in effect.

OWNER:
City of Gillette

ENGINEER:
HDR Engineering, Inc.

By: _____

By: Jason L. Kjenstad

Print Name: _____

Print Name: Jason Kjenstad

Title: _____

Title: Senior Vice President

Date Signed: _____

Date Signed: 6-26-2025

HDR Engineering 2025 Hourly Billing Rates

Billing Title	Billing Rate	Billing Title	Billing Rate
Managing Principal	280	Right of Way 4	195
Project Manager 7	280	Right of Way 3	175
Project Manager 6	260	Right of Way 2	155
Project Manager 5	240	Right of Way 1	120
Project Manager 4	225	Right of Way Coordinator	105
Project Manager 3	210	Environmental/Hydrologist/Geologist 7	225
Project Manager 2	195	Environmental/Hydrologist/Geologist 6	210
Project Manager 1	180	Environmental/Hydrologist/Geologist 5	195
Engineer 11	280	Environmental/Hydrologist/Geologist 4	170
Engineer 10	260	Environmental/Hydrologist/Geologist 3	150
Engineer 9	240	Environmental/Hydrologist/Geologist 2	130
Engineer 8	225	Environmental/Hydrologist/Geologist 1	110
Engineer 7	210	Surveyor 5	190
Engineer 6	195	Surveyor 4	170
Engineer 5	180	Surveyor 3	150
Engineer 4	165	Surveyor 2	130
Engineer 3	150	Surveyor 1	110
Engineer 2	135	Construction Manager 5	245
Engineer 1	125	Construction Manager 4	235
System Integrator 4	225	Construction Manager 3	215
System Integrator 3	195	Construction Manager 2	205
System Integrator 2	175	Construction Manager 1	185
System Integrator 1	155	Strategic Comm/Graphic Designer 4	165
CADD/GIS Technician 6	185	Strategic Comm/Graphic Designer 3	145
CADD/GIS Technician 5	165	Strategic Comm/Graphic Designer 2	130
CADD/GIS Technician 4	145	Strategic Comm/Graphic Designer 1	105
CADD/GIS Technician 3	125	Project Controller	120
CADD/GIS Technician 2	115	Project Accountant	110
CADD/GIS Technician 1	105	Project Assistant	105
Technician 5	170	Admin Assistant	85
Technician 4	150		
Technician 3	135		
Technician 2	115		
Technician 1	105		

Rates shall be adjusted annually. HDR may hire contract workers that will be assigned a billing rate based on this rate sheet. HDR has technical experts in various geographic locations that may be utilized based on specific project need. This specialized expertise will be billed at the below rates.

Billing Title	Billing Rate
Technical Expert 9	375
Technical Expert 8	355
Technical Expert 7	335
Technical Expert 6	315
Technical Expert 5	305
Technical Expert 4	285
Technical Expert 3	265
Technical Expert 2	245
Technical Expert 1	225

REIMBURSABLE EXPENSES

Reimbursable Expense shall mean actual expenses incurred for travel, meals, subconsultants, shipping, and other incurred expense. If negotiated with Owner in the contract, HDR will add an agreed to percentage mark-up to subconsultant invoices to cover administrative expenses and vicarious liability. Specialty equipment charges apply to specific equipment used on the project.

Expense	Rate
Traffic Counting Equipment	\$120.00 per hour
Survey/GPS Equipment	\$50.00 per hour
Robotic Total Station	\$50.00 per hour
Side-by-Side Utility Vehicle	\$25.00 per hour
Handheld GPS	\$20.00 per hour
Drone	\$275.00 per day
HDR Vehicle Mileage	\$0.75 per mile
Personal Vehicle Mileage	IRS rate per mile
Printing (in-house)	
B&W 8.5x11	\$0.0857 each
Color 8.5x11	\$0.1801 each
B&W 11x17	\$0.1714 each
Color 11x17	\$0.3602 each
Plots Bond	\$0.55 per sq. ft.



WYOMING WATER DEVELOPMENT OFFICE

6920 Yellowtail Road
Cheyenne, WY 82002

Phone: (307) 777-7626
wwdc.state.wy.us

Mark Gordon
Governor
Commissioners

Lee Craig	Todd Hoese
Robert R. Choma	Ronald E. Kailey, Jr.
Dennis Pince	Mark Kot
Liisa Anselmi-Dalton	John H. Lawson
Clinton W. Glick	Ronald E. Vore

Jason Mead, P.E.
Director

June 26, 2025

Joe Schoen, P.E.
City Engineer; City of Gillette
201 East 5th St.
Gillette, WY 82716

Re: WWDO Partial Concurrence with Gillette Regional Extensions 2017 Owner-Engineer Agreement Amendment No. 2

Dear Mr. Schoen,

On May 1, 2025, the WWDO partially concurred with Amendment No. 1 to increase the Owner-Engineer Agreement \$14,091.00 to reimburse HDR for BNSF permit fees associated with two pipeline crossings and to concur with the HDR 2025 Hourly Billing Rates. It appears Amendment No. 2 removes Amendment No. 1, but expenses approved under that amendment have been reimbursed by the WWDO. The WWDO does not concur with \$138,012.00 of the Amendment No. 2 increase for additional engineering services that were not associated with the \$14,091.00 approved in Amendment No. 1. The WWDC eligible amount of the Owner-Engineer agreement remains \$594,992.00. Please send the WWDO executed copies of the amendment. Regards,

Sol Brich
Project Manager; WWDO
6920 Yellowtail Road
Cheyenne, WY 82002

Cc: Clark Sanders, City of Gillette; file
Attachment: Amendment to Owner-Engineer Agreement Amendment No. 2



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration of Amendment No. 2 to the Contract Between Wyoming Department of Health, Public Health Division to Sample Untreated Wastewater to Facilitate Wide-Scale Epidemiological Surveillance of Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-COV-2) or Bacteria or Viruses of Concern.

SUGGESTED ACTION:

I move for Approval of Amendment No. 2 with Wyoming Department of Health, Public Health Division to Sample Untreated Wastewater to Facilitate Wide-Scale Epidemiological Surveillance of Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-COV-2) or Bacteria or Viruses of Concern.

CASE BACKGROUND:

Amendment No. 2 to the original contract dated October 5, 2023, will allow Agency to continue to obtain routine samples of well-mixed untreated wastewater for the Agency's testing contractor in order to facilitate wide-scale epidemiological surveillance of severe acute respiratory syndrome Coronavirus 2 (SARS-COV-2) or bacteria or viruses of concern. The term of the contract will expire on July 31, 2026.

STAFF RECOMMENDATION:

I move for Approval of Amendment No. 2 with Wyoming Department of Health, Public Health Division to Sample Untreated Wastewater to Facilitate Wide-Scale Epidemiological Surveillance of Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-COV-2) or Bacteria or Viruses of Concern.

ACTUAL COST VS BUDGET:

Payment will be based on a unit price not to exceed \$100 per sample. Revenue received as part of this contract shall be applied as a miscellaneous revenue within the Sewer Fund.

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

[COVID Sampling Contract Amendment No. 2](#)

Contract #: 249180

Entry Date:6/4/2025 11:24:09 AM

Department: Wyoming Department of Health, Public Health
Division

Agency Contact: Wilson, Melanie

Phone: 777-7172

Other Agency Contact: Rob Christensen
777-7425

WYOMING ATTORNEY
GENERAL'S OFFICE

JUN 18 2025

Chandler Pauling
Assistant Attorney General

Client Comments:

Contractor/Vendor Name: City of Gillette

Contract Title: Amendment Two Gillette
Wastewater

Contract Type: Amendment

Contract Amount: 0.0000

Contract Effective Date: 7/31/2025 12:00:00 AM

Contract Expiration Date: 7/31/2026 12:00:00 AM

Status: Attorney Review Complete

RETURN VIA: Ink Signature - Pick-up

Assigned Attorney: Chandler Pauling

**AMENDMENT TWO TO THE CONTRACT BETWEEN
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION
AND
CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING**

1. **Parties.** This Amendment is made and entered into by and between the Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and City of Gillette, Campbell County, Wyoming (Contractor), whose address is: 201 East 5th Street, Gillette, Wyoming 82716. This Amendment pertains to the Public Health Laboratory.
2. **Purpose of Amendment.** This Amendment shall constitute the second amendment to the Contract between the Agency and the Contractor. The purpose of this Amendment is to extend the term of the Contract through July 31, 2026.

The original Contract, dated October 5, 2023, set forth the terms and conditions by which the Contractor shall allow Agency to obtain routine samples of well-mixed untreated wastewater for the Agency's testing contractor in order to facilitate wide-scale epidemiological surveillance of severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) or bacteria or viruses of concern for a total Contract amount of eighty thousand dollars (\$80,000.00) with an expiration date of July 31, 2024.

Amendment One, dated July 22, 2024, extended the term of the Contract through July 31, 2025.

3. **Term of the Amendment.** This Amendment shall commence on July 31, 2025, or upon the date the last required signature is affixed hereto, whichever is later (Effective Date), and shall remain in full force and effect through the term of the Contract, as amended, unless terminated at an earlier date pursuant to the provisions of the Contract, or pursuant to federal or state statute, rule, or regulation.
4. **Amendments.**
 - A. The second sentence of Section 3 of the original Contract is hereby amended to read as follows:

“The term of the Contract is from the Effective Date through July 31, 2026.”
 - B. Section 4(B) of the original Contract is hereby amended to read as follows:

“For wastewater samples that meet the sampling and packaging criteria described in Section 5 and that are received before July 31, 2026, Contractor shall be paid at a rate not to exceed one hundred dollars (\$100.00) per sample. With the exception of the last payment, which shall be made on or before July 31, 2026, payment shall be made within forty-five (45) days of the end of each month, with testing logs maintained by the Agency serving as invoices.”

Amendment Two to the Contract between Wyoming Department of Health, Public Health Division
and City of Gillette, Campbell County, Wyoming

5. **Amended Responsibilities of the Contractor.**

Responsibilities of the Contractor have not changed.

6. **Amended Responsibilities of the Agency.**

Responsibilities of the Agency have not changed.

7. **Special Provisions.**

A. **Same Terms and Conditions.** With the exception of items explicitly delineated in this Amendment, all terms and conditions of the original Contract, and any previous amendments, between the Agency and the Contractor, including but not limited to sovereign immunity, shall remain unchanged and in full force and effect.

B. **Counterparts.** This Amendment 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 Amendment. Delivery by the Contractor of an originally signed counterpart of this Amendment by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

8. **General Provisions.**

A. **Entirety of Contract.** The original Contract, consisting of ten (10) pages; Amendment One consisting of three (3) pages; and this Amendment Two, consisting of three (3) pages, represents the entire and integrated Contract between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

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

This Amendment is not binding on either party until approved by A&I Procurement and the Governor of the State of Wyoming or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).

AGENCY:

Wyoming Department of Health, Public Health Division

Stefan Johansson, Director
Wyoming Department of Health

Date

Stephanie Sandoval, MHSA, MBA
Senior Administrator, Public Health Division

Date

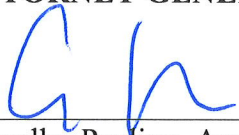
CONTRACTOR:

City of Gillette, Campbell County, Wyoming

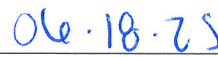
Shay Lundvall, Mayor

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

 #249180

Chandler Pauling, Assistant Attorney General



Date



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

Council Consideration to Authorize the Mayor to Sign a Development Agreement with the Wyoming Department of Transportation for the Port of Entry Watermain Improvements Project.

SUGGESTED ACTION:

I move for approval to Authorize the Mayor to Sign a Development Agreement with the Wyoming Department of Transportation for the Port of Entry Watermain Improvements Project.

CASE BACKGROUND:

This development agreement with WYDOT is needed to establish a way to accept the new water main improvements to the WYDOT Port of Entry. At this time the WYDOT Port of Entry is served with a 6" ductile iron service line from Stetson Drive, which was installed in the early 1980s. Due to age and repetitive breaks, WYDOT is wanting to install a new 8" water main and have the city own and maintain this new main to the fire hydrant onsite (Port of Entry). This development agreement allows WYDOT to move forward with the installation of the new water main per city specifications and allows the city to accept ownership and maintenance of the water main, similar to a new residential subdivision being constructed.

ACTUAL COST VS BUDGET:

N/A - All costs for these improvements are for WYDOT to pay.

STAFF REFERENCE:

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

ATTACHMENTS:

[Development agreement](#)

[Map of project area](#)

DEVELOPMENT AGREEMENT

AGREEMENT RELATING TO THE COMPLETION OF IMPROVEMENTS IN THE WYOMING DEPARTMENT OF TRANSPORTATION PORT OF ENTRY DEVELOPMENT.

THIS AGREEMENT, shall commence upon the date the last required signature is affixed hereto (Effective Date), by and between the CITY OF GILLETTE, WYOMING, (hereinafter called CITY), and Wyoming Department of Transportation (WYDOT), (hereinafter called DEVELOPER).

PURPOSE:

- 1) That the DEVELOPER has submitted to the Wyoming Department of Environmental Quality (DEQ) an application for a Permit to Construct for the Gillette Port of Entry Waterline Replacement Development, (hereinafter called DEVELOPMENT); and
- 2) That certain development improvements are required by the City of Gillette Development Regulations, (hereinafter called REGULATIONS), to be installed by the DEVELOPER; and
- 3) That the DEVELOPER is required by the REGULATIONS to install or guarantee the installation of all required development improvements, according to plans and specifications submitted for a Permit to Construct and approved by the City Engineer; and
- 4) City water service may not be activated until all required development improvements have been installed by DEVELOPER and approved by the City Engineer.

THEREFORE, the parties AGREE:

1. All development improvements designated on Exhibit "A" to this AGREEMENT, attached hereto and incorporated herein by reference, and being a list of the required development improvements and Engineer's estimate of construction costs, as approved by the City Engineer, shall be constructed and completed by the DEVELOPER, according to plans and specifications prepared by PCA Engineering, Inc., and submitted and approved by the City Engineer.
2. All development improvements designated on Exhibit "A" shall be installed, constructed and completed by the DEVELOPER within twenty-four (24) months from the Effective Date of the Agreement. The completion date shall be twenty-

WYDOT Port of Entry DEVELOPMENT AGREEMENT

four (24) months from the Effective Date. All construction shall be performed in a good and workmanlike manner, in accordance with applicable City, County and State standards, rules and regulations governing such construction. Water service will not be activated by the CITY until the DEVELOPER has provided to the City an appropriate financial guarantee for all required DEVELOPMENT improvements. All City requirements shall be met prior to final acceptance of the improvements. Any required deeds or easements shall be recorded and submitted to the CITY by the DEVELOPER prior to the CITY activating water service.

3. The DEVELOPER shall inform the City Engineer at least once a month as to the progress of construction, shall give written notice to the City Engineer of completion of the DEVELOPMENT improvements or categories thereof and shall cooperate in the reasonable inspection of the improvements by the City Engineer.
4. Within ten (10) days after receipt of the above notice of completion, the City Engineer shall inspect the DEVELOPMENT improvements to which notice of completion applies, and within ten (10) days after receipt, give the DEVELOPER either written notice of approval or denial and corrective action required. Upon completion of any required corrective action, notice, inspection and approval or denial shall be required in the same manner as cited above. Upon receipt of a notice of approval by the City Engineer, the DEVELOPER shall provide the CITY with a written warranty, assuring the satisfactory performance of the DEVELOPMENT improvements for a period of not less than two (2) years from the date of acceptance of the improvements by the Gillette City Council. The City Engineer shall schedule the final acceptance of the DEVELOPMENT improvements on the agenda of a regular meeting of the City Council, to be held not less than thirty (30) days from the date of receipt of the warranty.
5. Upon full completion of the project, DEVELOPER shall provide CITY with documents necessary to transfer ownership/responsibility for the new water line between Stetson Drive & WYDOT Port of Entry portion of DEVELOPMENT, at which point CITY shall take full ownership and responsibility thereafter.
6. Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
7. The construction, interpretation, and enforcement of this Agreement 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 Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.

WYDOT Port of Entry DEVELOPMENT AGREEMENT

8. Pursuant to WYO. STAT. § 1-39-104(a), the State of Wyoming and the DEVELOPER expressly reserve sovereign immunity by entering into this Agreement and the City expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to it 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. The parties further acknowledge that there are constitutional and statutory limitations on the authority of the State of Wyoming and its agencies or instrumentalities to agree to certain terms and conditions supplied by the City, including, but not limited to, the following: liability for damages; choice of law; conflicts of law; venue and forum-selection clauses; defense or control of litigation or settlement; liability for acts or omissions of third parties; payment of attorneys' fees or costs; additional insured provisions; dispute resolution, including, but not limited to, arbitration; indemnification of another party; and confidentiality. Any such provisions in the Agreement or any attachments or documents incorporated by reference will not be binding on the State of Wyoming. Designations of venue, choice of law, enforcement actions, dispute resolution and similar provisions should not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement 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.
9. Neither party will be liable for a failure to perform under this Agreement 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, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision becomes 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. This provision will not be effective unless the failure to perform is beyond the control and without the fault or negligence of the nonperforming party.
10. Nothing in this Agreement shall be interpreted as authorizing any party or its agents and/or employees to act as an agent or representative for or on behalf of any other party nor to incur any obligation of any kind of behalf of the other party.
11. If any part of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, such provision shall be reformed, and enforced to the maximum extent permitted by law. If such provision cannot be reformed, it shall be severed from this Agreement and the remaining portions of this Agreement shall be valid and enforceable.

WYDOT Port of Entry DEVELOPMENT AGREEMENT

12. A waiver of any breach of any term or condition in this Agreement will not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach does not constitute a waiver. No waiver, amendment, release, or modification of this Agreement may be established by conduct, custom, or course of dealing. All waivers must be in writing and signed by all parties.
13. This Agreement may not be amended, altered, changed, modified, supplemented, or rescinded in any manner except by a written instrument executed by all parties.
14. This Agreement may be executed in any number of separate, but identical counterparts. This Agreement may be executed by facsimile signatures or electronic delivery of signatures which will bind the parties hereto, with original signatures to be delivered as soon as reasonably practicable thereafter.
15. The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed to create such status. The rights, duties, and obligations contained in this Agreement operate only between the parties to this Agreement and inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

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

WYDOT Port of Entry DEVELOPMENT AGREEMENT

CITY OF GILLETTE, WYOMING

 Shay Lundvall, Mayor

(S E A L)

ATTEST:

 Alicia Allen, City Clerk

State of Wyoming)
) ss.
 County of Campbell)

On the ____ day of _____, 20__, personally appeared before me Shay Lundvall, Mayor of the City of Gillette, Wyoming, whom I know personally to be the signer of the above and he acknowledged that she signed it.

Witness my hand and official seal.

 Notary Public

My Commission expires:

My Notary ID:

EXHIBIT "A"

Summary and Engineer's Estimate of Costs of Required Development Improvements for
Gillette Port of Entry Waterline Replacement, as approved by the City Engineer.

IMPROVEMENTS			ESTIMATED COSTS	
Mobilization	L.S.	1	\$15,243.80	\$15,244
Contract Bonds	L.S.	1	\$1,487.20	\$1,487
Construction Signing And Traffic Control	L.S.	1	\$12,083.50	\$12,084
Flagging	HRS	25	\$55.00	\$1,375
Remove Existing Water Main	L.F.	850	\$5.50	\$4,675
Remove Existing Fitting	EA	3	\$130.00	\$390
Remove Fire Hydrant	EA	1	\$1,200.00	\$1,200
Remove Valve	EA	3	\$130.00	\$390
Removal Of Existing Fence	L.F.	30	\$50.00	\$1,500
Removal Of Existing Asphalt Pavement	S.Y.	100	\$24.00	\$2,400
Removal Of Concrete Fillet	S.F.	740	\$19.50	\$14,430
Excavation Below Subgrade	C.Y.	25	\$40.00	\$1,000
Rejected Material Disposal	C.Y.	25	\$40.00	\$1,000
Imported Borrow	C.Y.	50	\$48.00	\$2,400
12" Subgrade Processing For Patch	S.Y.	80	\$52.00	\$4,160
18" Subgrade Processing For Patch	S.Y.	25	\$60.00	\$1,500
Underground Facility Locates	EA	10	\$650.00	\$6,500
Underground Facility Crossing	EA	10	\$750.00	\$7,500
Install Trench Foundation	TONS	150	\$50.00	\$7,500
Install Cement Treated Fill Pipe Saddle	EA	1	\$2,500.00	\$2,500
Aggregate Base (Ton)	TONS	100	\$60.00	\$6,000
Place Topsoil	C.Y.	110	\$4.00	\$440
Stockpile Topsoil	C.Y.	110	\$4.00	\$440
6" Asphaltic Concrete Patch	S.Y.	100	\$155.00	\$15,500
Install Replacement Curb Return Fillet (8")	S.F.	735	\$25.00	\$18,375
Adjust Manhole	EA	1	\$1,500.00	\$1,500
Install Fire Hydrant Assembly Complete	EA	1	\$6,700.00	\$6,700
Install 8" Water Main	L.F.	770	\$60.00	\$46,200
Install 8" Water Main (HDPE)	L.F.	90	\$70.00	\$6,300
Install 8" End Of Line Plug	EA	1	\$500.00	\$500
Install 8"x4"x8" Tee	EA	1	\$1,200.00	\$1,200
Install 8"x6"x8" Tee	EA	2	\$1,500.00	\$3,000
Install 8"x11 1/4" Elbow	EA	1	\$850.00	\$850
Install 8"x45° Elbow	EA	2	\$850.00	\$1,700
Install 6" Gate Valve	EA	1	\$2,500.00	\$2,500
Install 8" Gate Valve	EA	2	\$3,500.00	\$7,000
Reconnection Of Existing 1" Water Service	EA	1	\$1,000.00	\$1,000
Reconnection Of Existing 1.5" Water Service	EA	1	\$1,000.00	\$1,000
Install Sign	EA	2	\$450.00	\$900
Removal Of Sign	EA	3	\$225.00	\$675
Install Geogrid	S.Y.	200	\$6.50	\$1,300
Hydroseeding	S.F.	6000	\$0.15	\$900
Install Fence (Chainlink)	L.F.	30	\$50.00	\$1,500
TOTAL				\$214,715

WYDOT Port of Entry DEVELOPMENT AGREEMENT

Wyoming Department of Transportation:



Scott Taylor P.E., District Engineer of the Wyoming Department of Transportation
Notary Required

STATE OF WYOMING)
) ss.
County of Sheridan)

The foregoing instrument was acknowledged before me by
Scott L. Taylor, DEVELOPER, this 8th day of July,
2025

Witness my hand and official seal.


Notary Public

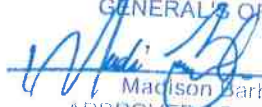
My Commission Expires:

02-17-2028

My Notary ID:

166640

KERI G. GRIFFITH
Notary Public - State of Wyoming
Commission ID # 166640
My Commission Expires
February 17, 2028

WYOMING ATTORNEY
GENERAL'S OFFICE
 # 249583
Madison Barber
APPROVED AS TO FORM
07-07-25

PREPARED BY:
Engineer

Wyo. P.E. No.



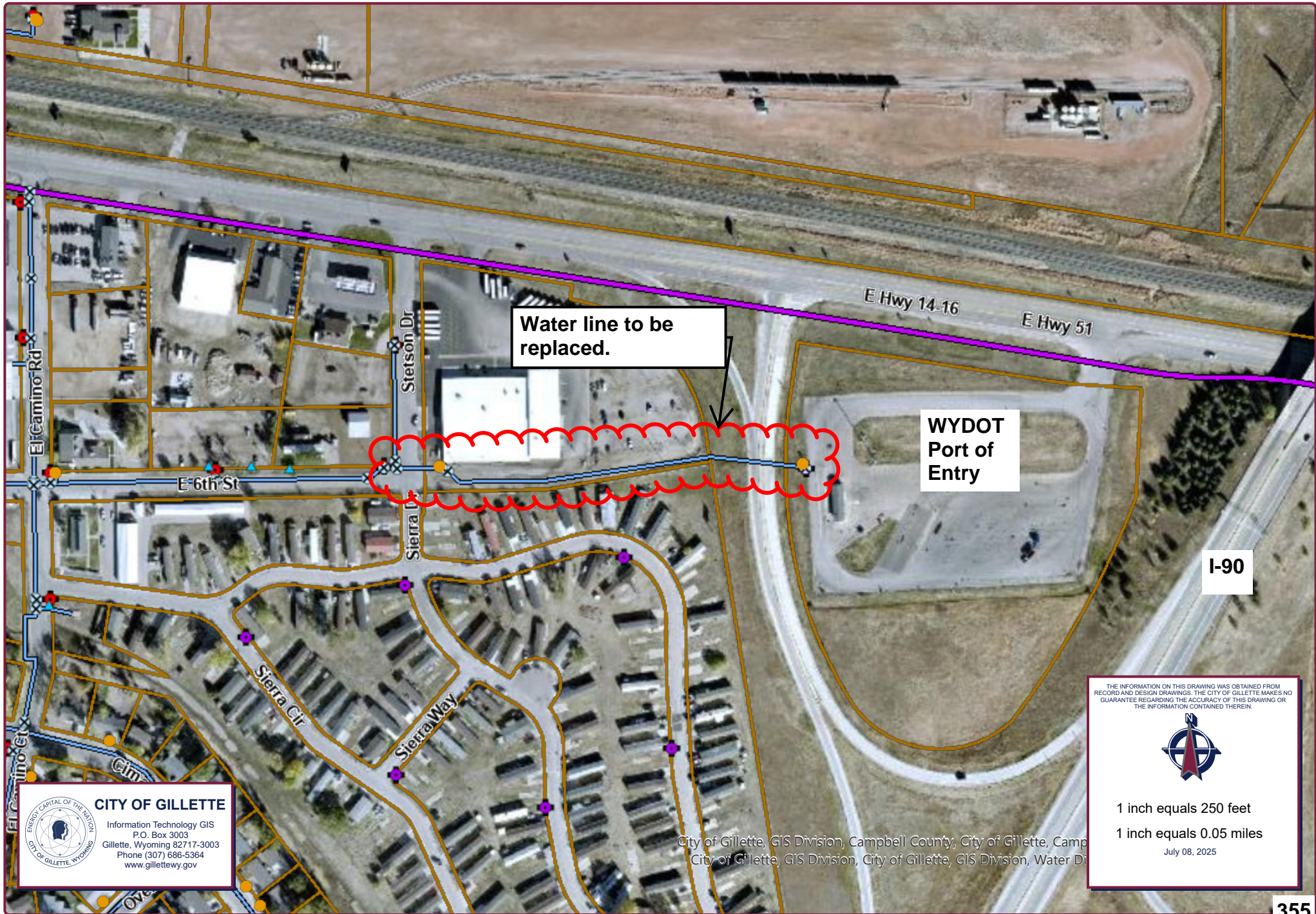
Date

6/14/2025

APPROVED BY:
City Engineer

Date

ArcGIS Web 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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THE INFORMATION CONTAINED THEREIN.



1 inch equals 250 feet

1 inch equals 0.05 miles

July 08, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp
City of Gillette, GIS Division, City of Gillette, GIS Division, Water Di



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

TITLE:

ORDINANCE 1ST READING

Council Consideration of an Ordinance Approving and Authorizing an Amendment to Ordinance 3961 and Associated Amended PUD Final Plat, The Villas at Legacy Ridge to be known as Resubdivision of Lots 6E & 7E, Block 2 of the Villas at Legacy Ridge, Phase 1 P.U.D.; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move for Approval of Ordinance Approving and Authorizing an Amendment to Ordinance 3961 and Associated Amended PUD Final Plat, The Villas at Legacy Ridge to be known as Resubdivision of Lots 6E & 7E, Block 2 of the Villas at Legacy Ridge, Phase 1 P.U.D.; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

Cassidy and Kylee Graham, Owner

AGENT:

Sheila Slocum, PCA Engineering

CASE BACKGROUND:

The Villas at Legacy Ridge are located east of the Campbell County Recreation Center along Shoshone Avenue. The owner is seeking to combine two existing lots on Villa Way, Lot 6E and Lot 7E, Block 2, into one lot: proposed Lot 6F.

Planned Unit Development plats with the accompanying Draft Ordinance regulate the zoning components of the development that differ from the adopted Zoning Ordinance. The proposed change to existing Ordinance 3961 is an increase of the Maximum Lot Size. All other aspects of the ordinance governing the existing developed lots will remain unchanged and continue to follow the two previous ordinances - Ordinance No. 3661 and Ordinance No. 3961.

The Maximum Lot Size in Ordinance No. 3961 is 15,000 square feet; the proposed amendment would

increase the Maximum Lot Size to 20,000 square feet. The reason for this amendment is that when the owners combine existing Lots 6E and 7E into Lot 6F, the total square footage is 16,371, which exceeds the allowed Maximum Lot Size of 15,000 square feet by 1,371 square feet.

Proposed Lot 6F has access to city utilities – water, sewer, and electric. All existing easements that run along the front and rear property lines will remain.

Per the Zoning Ordinance, all new Planned Unit Developments, any amendments to existing Planned Unit Developments, or the removal of Planned Unit Developments, must go before both Planning Commission and City Council – with City Council being the final authority in granting, amending, or denying the proposed ordinances.

This case was approved by the Planning Commission during their July 8, 2025, meeting with a vote of 4/0.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

MAP - Ry Muzzarelli, PE, Director of Development Services

CASE MANAGER:

Meredith Duvall, City Planning Manager

ATTACHMENTS:

[Planning Requirements](#)

[Vicinity Map](#)

[Resub Villa Way - P.U.D. Plat](#)

[Ordinance](#)

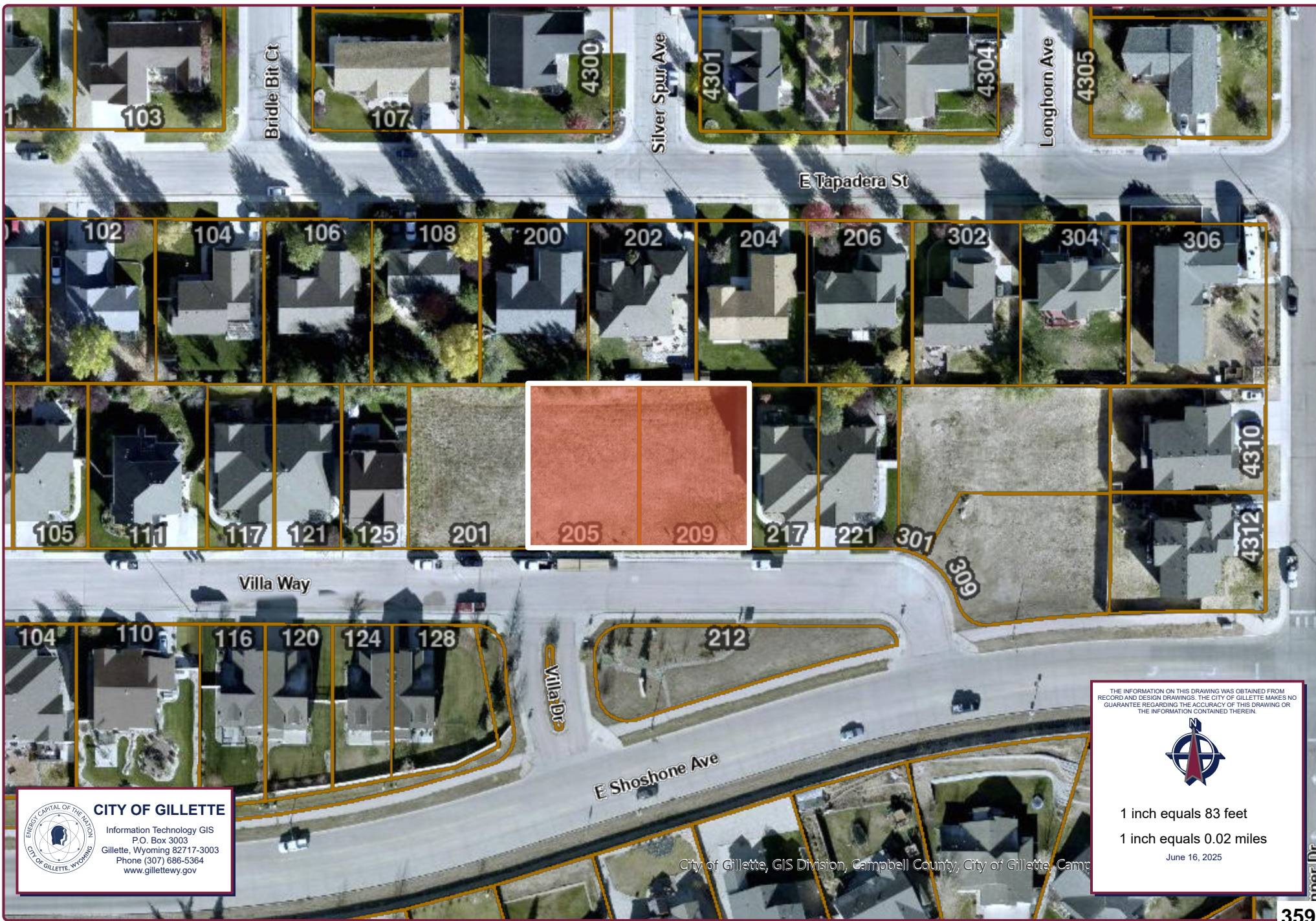
[July 8, 2025 Planning Commission Minutes](#)

Villa Way

Planning Requirements

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

Vicinity Map - 205 Villa Way



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 83 feet

1 inch equals 0.02 miles

June 16, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp

CERTIFICATE OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED CASSIDY GRAHAM AND KYLEE GRAHAM, BEING THE OWNERS, PROPRIETORS OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY THAT THE FOREGOING PLAT DESIGNATED AS THE RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE I P.U.D., A RESUBDIVISION OF LEGACY RIDGE PHASE I, LOCATED IN SECTION 3, T49N, R72W OF THE 6TH P.M., CAMPBELL COUNTY, WYOMING, AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE AND CONTAINS AN AREA OF 0.375 ACRES, MORE OR LESS, AND THAT THIS SUBDIVISION, AS IT IS DESCRIBED AND AS IT APPEARS ON THIS PLAT, IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER AND PROPRIETOR; AND THAT THIS IS A CORRECT PLAT OF THE AREA AS IT IS DIVIDED INTO LOTS, BLOCKS, STREETS AND EASEMENTS.

THAT THE UNDERSIGNED OWNER OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DOES HEREBY DEDICATE TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, ALL STREETS, ALLEYS, EASEMENTS AND OTHER PUBLIC LANDS WITHIN THE BOUNDARY LINES OF THE PLAT, AS INDICATED, AND NOT ALREADY OTHERWISE DEDICATED FOR PUBLIC USE.

UTILITY EASEMENTS, AS DESIGNATED ON THIS PLAT, ARE HEREBY DEDICATED TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SEWERS, WATER LINES, GAS LINES, ELECTRIC LINES, TELEPHONE LINES, CABLE TV LINES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC.

DRAINAGE EASEMENTS, AS DESIGNATED ON THIS PLAT, ARE HEREBY DEDICATED TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PUBLIC USE, TO ACCOMMODATE THE FLOW OR STORAGE OF STORM WATERS AND SHALL BE KEPT FREE OF ALL STRUCTURES OR OTHER IMPEDIMENTS.

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY WAIVED AND RELEASED.

EXECUTED THIS ____ DAY OF _____ A.D., 20____, BY:

CASSIDY GRAHAM, OWNER

STATE OF WYOMING)
)SS.
CAMPBELL COUNTY)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY OF _____ A.D., 20____, BY CASSIDY GRAHAM, OWNER, AS A FREE AND VOLUNTARY ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

MY COMMISSION EXPIRES:_____

EXECUTED THIS ____ DAY OF _____ A.D., 20____, BY:

KYLEE GRAHAM, OWNER

STATE OF WYOMING)
)SS.
CAMPBELL COUNTY)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY OF _____ A.D., 20____, BY KYLEE GRAHAM, OWNER, AS A FREE AND VOLUNTARY ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

MY COMMISSION EXPIRES:_____

CERTIFICATE OF REVIEW OF THE CITY ENGINEER

DATA ON THIS PLAT REVIEWED THIS ____ DAY OF _____ A.D., 20____ BY THE CITY ENGINEER OF GILLETTE WYOMING.

CITY ENGINEER

CERTIFICATE OF APPROVAL BY THE CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

APPROVED BY THE CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING THIS ____ DAY OF _____ A.D., 20____.

MAYOR

CITY CLERK

CERTIFICATE OF APPROVAL BY THE CITY OF GILLETTE PLANNING COMMISSION

APPROVED BY THE CITY OF GILLETTE PLANNING COMMISSION THIS ____ DAY OF _____ A.D., 20____.

CHAIRMAN

SECRETARY

DECLARATION VACATING PREVIOUS PLATTING

THIS PLAT IS THE RESUBDIVISION OF LOTS 6E AND 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE I P.U.D., AS RECORDED IN BOOK 111 OF PLATS, PAGE 71 OF THE RECORDS OF THE CAMPBELL COUNTY CLERK. ALL EARLIER PLATS OR PORTIONS THEREOF, ENCOMPASSED BY THE BOUNDARIES OF THIS PLAT ARE HEREBY VACATED.

CERTIFICATE FOR RECORDING BY THE COUNTY CLERK AND RECORDER

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT _____ O'CLOCK ____M., THIS ____DAY OF _____ 20____, AND IS DULY RECORDED IN BOOK NUMBER _____ OF PLATS, PAGE NUMBER _____.

COUNTY CLERK

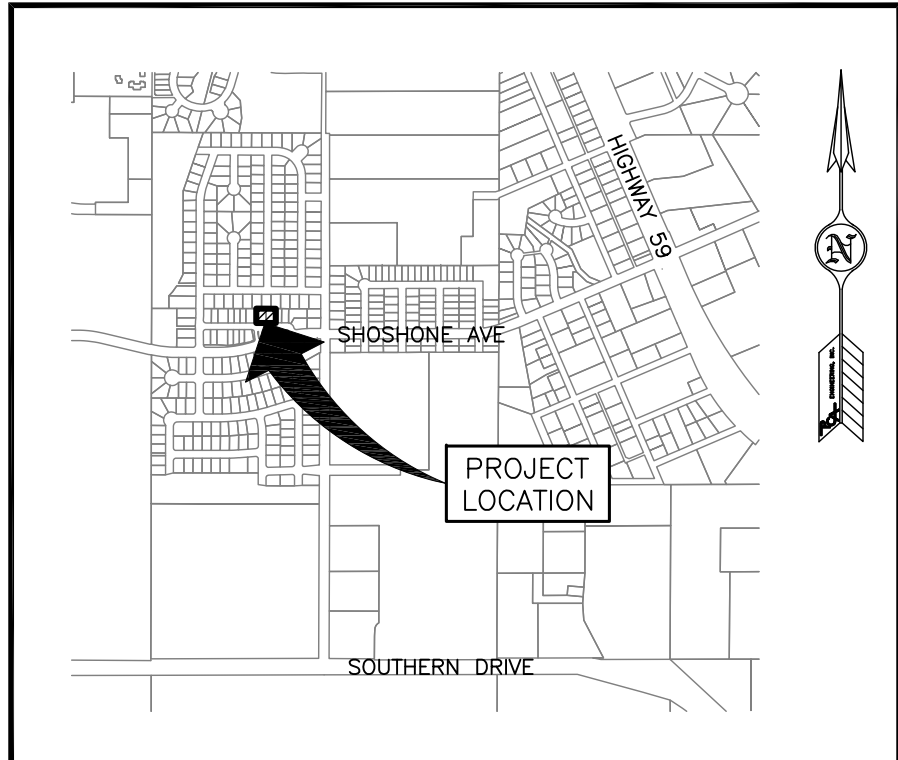
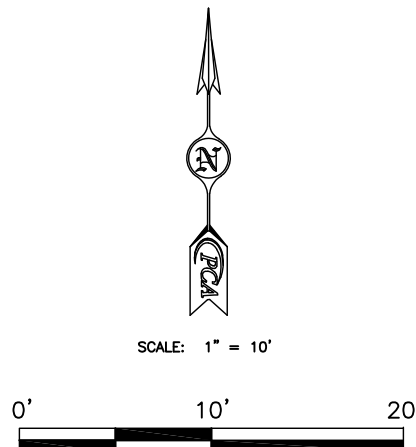
RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2
OF THE VILLAS AT LEGACY RIDGE, PHASE I P.U.D.

A RESUBDIVISION OF LEGACY RIDGE PHASE I, LOCATED IN SECTION 3, T49N, R72W OF THE 6TH P.M., CAMPBELL COUNTY, WYOMING

LOT 7, BLOCK 3
WESTERN WAY
DEVELOPMENT

LOT 6, BLOCK 3
WESTERN WAY
DEVELOPMENT

LOT 5, BLOCK 3
WESTERN WAY
DEVELOPMENT



VICINITY MAP

10.00' UTILITY AND
DRAINAGE EASEMENT

S89°48'49"E 149.41'

LOT 5E, BLOCK 2
VILLAS AT LEGACY
RIDGE, PHASE I P.U.D.

LOT 6F
0.375 ACRES

LOT 8C, BLOCK 2
VILLAS AT LEGACY
RIDGE, PHASE I P.U.D.

N0°10'07"E 109.39'

S0°04'55"W 109.43'

5.00' UTILITY AND
ROAD MAINTENANCE
EASEMENT

N89°47'54"W 149.57'

VILLA WAY
50' R.O.W.

BENCHMARK

BASED ON CITY OF GILLETTE
VERTICAL CONTROL MONUMENT #102
ELEVATION= 4609.67

BASIS OF BEARING

THE CITY OF GILLETTE HORIZONTAL
CONTROL NETWORK.

LEGEND

⊙ FOUND REBAR AND CAP
RLS 2333

—— BOUNDARY

----- EASEMENT

SURVEYOR'S CERTIFICATE

I, SHEILA M. SLOCUM, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS SUBDIVISION PLAT IS A TRUE, CORRECT AND COMPLETE PLAT OF THE RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE I P.U.D., A RESUBDIVISION OF LEGACY RIDGE PHASE I, LOCATED IN SECTION 3, T49N, R72W OF THE 6TH P.M., CAMPBELL COUNTY, WYOMING, AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, THAT SUCH PLAT WAS MADE FROM AN ACTUAL SURVEY OF SAID PROPERTY BY ME AND UNDER MY SUPERVISION.

Prepared for:

CASSIDY AND KYLEE GRAHAM

3309 PAINTBRUSH DRIVE
GILLETTE, WYOMING 82718



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Drawn by: SS | Design by: SS | Reviewed by: SS

Revision Date Revision Description

PCA Project Number: 254058.013

Plot Date: Jun 03, 2025 - 12:56pm

P:\Projects\254058000 - Misc. Survey - 2025\254058

MainP.dwg

Layout: Plat 1

X-Ref: ...

RESUBDIVISION OF
LOTS 6E & 7E,
BLOCK 2
OF THE VILLAS AT
LEGACY RIDGE,
PHASE I P.U.D.

A RESUBDIVISION OF LEGACY RIDGE
PHASE I, LOCATED IN SECTION 3,
T49N, R72W OF THE 6TH P.M.,
CAMPBELL COUNTY, WYOMING

FINAL PLAT

SHEET 1 OF 1

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND AUTHORIZING AN AMENDMENT TO ORDINANCE 3961 AND ASSOCIATED AMENDED PUD FINAL PLAT, THE VILLAS AT LEGACY RIDGE TO BE KNOWN AS RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE 1 P.U.D.; 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 1. The zoning of the property legally described below will be changed by amending parts of a Planned Unit Development (PUD) overlaying the existing R-4 Multiple Family Residential District for the Property, according to Section 3 and 10 of the Zoning Ordinance of the City of Gillette.

A PARCEL OF PROPERTY LOCATED WITHIN THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING DESCRIBED AS FOLLOWS:

RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE 1 P.U.D

SAID PARCELS CONTAIN 0.375 ACRES, MORE OR LESS (the “Property”). Incorporated herein by reference is City of Gillette Ordinance No. 3872, *An Ordinance to approve the Final Plat for The Villas at Tenth Hole Estates, Planned Unit Residential Development in the City of Gillette, Wyoming by changing the zoning classification from R-4 to P.U.D., Planned Unit Development District*, hereinafter referred to herein as “Ordinance No. 3872”.

No changes shall be made to any other property currently authorized under Ordinance No. 3872 and not specifically referenced herein as the “Property”.

SECTION 2. This Planned Unit Development – Amendment zoning overlay was approved by the Gillette City Planning Commission on July 8, 2025.

SECTION 3. In accordance with Section 10.4.c. of the Zoning Ordinance of the City of Gillette, the following Design and Review Criteria shall govern the RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE 1 P.U.D. (the “Neighborhood”) and the Property.

1. Permitted Uses:

Those Permitted Uses provided for in Ordinance No. 3961:

- a. Single family dwelling
- b. Day Care (family childcare home) with appropriate State license and operated from the provider's home with a special permit
- c. Accessory uses as permitted and defined in the City of Gillette Zoning Ordinance for the R-4 Multiple Family Residential District.

Multiple family dwelling(s) shall be excluded from the Neighborhood.

2. Additional Uses:

Those Additional Uses provided for in Ordinance No. 3961:

1. Storm water conveyance and detention facilities
2. Utility infrastructure

3. Minimum Lot Size:

That Minimum Lot Size provided for in Ordinance No. 3661:
2,924 sq. ft.

4. Maximum Lot Size:

20,000 sq. ft.

5. Maximum Height of Structure:

That Maximum Height of Structure provided for in Ordinance No. 3872:
Thirty-five feet (35')

6. Building/Lot Site Coverage:

Those Building/Lot Size Coverage provided for in Ordinance No. 3961:

- a. Maximum size of building footprint:

Existing Structures:	As already approved
Single-Family Detached Home:	4,000 square feet
Single-Family Detached Structure or Townhome:	4,000 square feet
Each Unit:	2,000 square feet

- b. Maximum percent of site coverage occupied by building: 60%

7. Minimum Setbacks on the Front, Side and Rear Yards:

Those Minimum Setbacks on the Front, Side and Rear Yards provided for within Ordinance No. 3661:

- a. Front Yard: Twenty feet (20'); except that on a corner lot, any front yard not directly adjacent to the primary entrance of a main building may be reduced to fifteen feet (15').
- b. Side Yard: Five feet (5')

- c. Rear Yard:
 - 1. Structures containing Permitted Uses. Twenty feet (20') or twenty percent (20%) of the lot depth of the zone lot, whichever is smaller.
 - 2. Structures containing Accessory Uses only: Five feet (5') provided however, that a garage entered from an alley shall be located no closer than ten feet (10') from the alley.
- d. Permitted Yard Encroachments:
 - 1. Belt courses, sills, lintels, exterior columns, chimneys, and building accessories may project twenty-four inches (24") into all yards.
 - 2. Open or unwallled porches, terraces, balconies, and exterior stairways may project three and one-half (3 ½') into front and rear yards.
 - 3. Cornices, overhangs, eaves, and gutters may project two feet (2') into all yards.

8. Project Specific Unique Development or Design Standards:

Those Project Specific Unique Development or Design Standards provided for within Ordinance No. 3961:

The Neighborhood provides for the following features:

- Ranch style paired homes
- Attractively designed condominiums and townhomes
- Single-family detached homes
- A variety of housing alternatives to encourage a mix of young families, traditional families, and seniors and those looking to age in place
- Common area maintenance
- Covenant controlled community
- Attractively landscaped common areas which buffer the neighborhood from Shoshone Avenue
- Consistent landscaping design from home to home

Additionally, those Project Specific Unique Development or Design Standards provided for in Ordinance No. 3661:

- A system of parks, trails, and open space connecting The Villas at Legacy Ridge to the surrounding amenities and neighborhoods
- Architectural features of the homes are both attractive and affordable
- Public streets in an alternative right-of-way section so that the HOA is not responsible for street maintenance

9. Landscaping, Buffering and Screening Standards:

Those Landscaping, Buffering and Screening Standards provided for within Ordinance No. 3661:

- a. Exterior:

North: A six-foot (6') high vinyl picket privacy fence will provide a screen between the development and the residents to the north. Private rear and side yard landscaping will enhance the screen.

South: Landscaping is provided in the landscape tract between the lots and the sidewalk along Shoshone Ave.

East: The front yard landscaping of the four-plex homes creates the landscape edge facing Tanner Drive. No fencing will be provided.

West: The fence line along the detention pond will be open rail with scattered trees. Private rear yard landscaping will enhance the separation between the homes and the detention pond.

Entry Features: Enhanced landscaping is provided at the entry monument. The landscaping includes shrubs, ornamental trees, and ornamental grasses that provide season interest.

Open Space: The open space tract provides a variety of landscaping to add interest to the area. Areas of sod maintain an open area for snow storage.

b. Interior:

The developer will provide one tree, sod, irrigation, and between 8 and 10 shrubs per lot. The corner side yard will include one additional tree. The rear yards will include irrigation and hydro-seeding. The homeowner may add additional landscaping as desired upon approval of major improvements by the HOA Design Review Committee. The intent is to provide a tree-lined street through the development although the tree is located outside the easement in the front yard.

c. Interior Lighting:

Interior lighting will consist of downcast porch and garage-mounted lights. Standard City streetlights will be provided along the public streets as required by the City. Low voltage uplighting is permitted at the entry monument and to highlight trees at the entryways.

10. Areas Designed for Common Open Space and Facilities:

Those Area(s) Designated for Common Open Space and Facilities provided for within Ordinance No. 3661:

Title Final Plat- A Resubdivision of Legacy Ridge, Phase: I City of Gillette, Wyoming Legacy Ridge, Phase I Planned Unit Development to be known as the Villas at Legacy Ridge is the first phase of development within Legacy Ridge, which is part of the overall Legacy Master Plan. As part of the entitlement process for Legacy Ridge, a 6.74-acre neighborhood park and 8.2 acres of open space/ trail corridors and landscape buffers were proposed and accepted by the Planning Commission and Parks Board. The residents of the development at will benefit from these amenities which will be accessible not only through the road network, but also through trail connections. The trail corridors will also link the homes to the proposed neighborhood park, proposed elementary school to the east and the new recreation center to the west of the site.

Three open space tracts are proposed within The Final Plat- A Resubdivision of Legacy Ridge, Phase I City of Gillette, Wyoming Legacy Ridge, Phase I Planned Unit Development to be known as the Villas at Legacy Ridge. Tract A will be utilized as a stormwater detention pond. Tract B includes a landscape area and areas for snow storage. Tract C is a landscape tract that parallels Shoshone Ave. Tract D is within the center median of the primary entrance.

Tract A will be owned and maintained by the City of Gillette. Tracts B, C and D will be owned and maintained by the Homeowner's Association, (HOA.)

11. Signage Requirements:

Those Signage Requirements provided for within Ordinance No. 3661:

One entry monument is proposed for the neighborhood in the median at the neighborhood's main entrance.

Monument Height: 5 feet

Monument Width: 8.5 feet

Sign face: 21 square feet

Materials: Stone sign with pinned metal letters

Stone cap on sign face

Natural or faux stone columns to match buildings

12. Parking:

That Parking requirements provided for in Ordinance No. 3961:

Each home shall have a two- or three-car garage and driveway that accommodates at least two cars.

13. Ownership of Common Areas and Facilities:

That Ownership of Common Areas and Facilities provided for within Ordinance No. 3661:

Tract A1: Owned and maintained by the City of Gillette

Tract B1: Owned and maintained by the HOA

Tract C1: Owned and maintained by the HOA

Tract D1: Owned and maintained by the HOA

Yard landscaping: Owned by the homeowner, maintained by the HOA

Medianed entry: Owned and maintained by the HOA

Entry monument: Owned and maintained by the HOA

14. Site Access and Street Standards:

Those Site Access and Street Standards provided for within Ordinance No. 3661, provided however, that all references to the Private Streets referenced therein for the benefit of lands within the Neighborhood shall be struck:

a. Site Access

Access to the site is from Shoshone Avenue, Tanner Drive and Quarter Horse Drive.

b. Public Streets

All internal streets with the exception of Villa Court (north of Villa Way) are public streets.

- Quarter Horse Drive will transition from the existing 50-foot-wide right-of-way north of the site to a 60-foot right-of-way with 32 feet of pavement from top back of curb to top back of curb through the site. This is consistent with the existing Quarter Horse Drive. Four-foot-wide sidewalks are provided on both sides of the street.
- Villa Drive will be constructed as a medianed parkway within 60 feet of right-of-way. The central median is ten feet wide with two eleven-foot travel lanes.

Four-foot wide sidewalks are provided on both sides of the street.

- Villa Way will have a pavement width of 36 feet as measured from top back of curb to top back of curb. The pavement section will be within a 50-foot-wide right-of-way with five-foot wide utility and road maintenance easements located on both sides of the street. Four-foot-wide sidewalks are provided on both sides of the street.

c. Private Streets

Villa Court (north of Villa Way) is a private street that will serve as shared driveway access for Lots 9D-9G. The driveway is located on the private lots and is 20 feet wide. Maintenance of the shared private drive will be by the HOA. The 20-foot-wide private drive is located within a 37-foot-wide access and utility easement servicing lot 9D through 9G.

15. Water and Sewer and Drainage Infrastructure:

Those Water and Sewer and Drainage Infrastructure provided for within Ordinance No. 3661:

a. Drainage

The total site consists of approximately 83 acres of residential development including large open space areas. This development consists of approximately 9.82 acres of the site located north of Shoshone Avenue. The drainage system consists of streets, gutters, inlets, storm sewers, culverts, natural grass swales and one detention pond. The offsite South Donkey Creek Tributary drainageway flows south to north along the west property line. The on-site runoff will flow to the detention pond designed to contain the developed runoff from this site. The pond attenuates developed runoff prior to release into Donkey Creek. No irrigation ditches exist onsite. The detention pond release will be directed into Donkey Creek. The Phase II Drainage Report prepared for Legacy Ridge Subdivision, Phase I and utilized by The Final Plat- A Resubdivision of Legacy Ridge, Phase I City of Gillette, Wyoming Legacy Ridge, Phase I Planned Unit Development to be known as the Villas at Legacy Ridge prepared by Peak Civil Consultants dated September 2008 provides details of the drainage system for the development.

b. Utilities

Water System

The Final Plat- A Resubdivision of Legacy Ridge, Phase I City of Gillette, Wyoming Legacy Ridge, Phase I Planned Unit Development to be known as the Villas at Legacy Ridge water distribution system will consist of 8-inch water mains. The connection points will be at the two entrances to Shoshone Avenue and to the northern access to Quarter Horse Drive. This water system will be looped within the site to provide adequate water supply and fire protection.

Sanitary Sewer System

The Final Plat- A Resubdivision of Legacy Ridge, Phase I City of Gillette, Wyoming Legacy Ridge, Phase I Planned Unit Development to be known as the Villas at Legacy Ridge sanitary sewer system is entirely a gravity system. The majority of the site connects into the existing sanitary sewer main

located within Quarter Horse Drive. The units along Tanner Drive will connect into the existing Tanner Drive sanitary sewer system. Sewage flows are conveyed within the existing sanitary sewer system to the City treatment plant. The sanitary sewer system will be designed according to the City of Gillette Standards.

Gas and Electric

Gas service is provided by SourceGas and Electric service is provided by the City of Gillette. Both are located in the existing adjacent streets and along the property's northern border for service to the site.

Street-Lights

All street-lights shall be downcast.

16. Phasing Plan:

There are no plans for phasing

SECTION 4. The **RESUBDIVISION OF LOTS 6E & 7E, BLOCK 2 OF THE VILLAS AT LEGACY RIDGE, PHASE 1 P.U.D.**, in the City of Gillette is approved for filing with Campbell County Clerk and Ex-Officio Recorder of Deeds.

SECTION 5. This ordinance shall be in full force and effect upon its publication.

PASSED, APPROVED AND ADOPTED this day_____ of _____, 2025.

Shay Lundvall, Mayor

(Seal)
ATTEST:

Alicia Allen, City Clerk
Publish Date:

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ July 8, 2025 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Richard Cone, Matthew Nelson, and Brian Rozier.

Commission Members Absent: Ian Scott, Jack Colson, and Lance Walker

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, City Planner; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

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

APPROVAL OF
THE MINUTES

A motion was made by Richard Cone to approve the meeting minutes of June 24, 2025. Matthew Nelson seconded the motion. Motion carried 3/0/1 Abstention.

ADENDUM TO
MEETING
AGENDA

Brian Rozier made a motion to add election of a Vice-Chair to the meeting agenda. Matthew Nelson seconded. Motion carried 4/0.

NOMINATION OF
VICE-CHAIR

Chair Hottell made a motion to nominate Richard Cone as Vice-Chair. Brian Rozier seconded. Motion carried 3/1.

Matthew Nelson nominated Ian Scott for the position of Vice-Chair. Chair Hottell seconded. Motion failed 1/3.

Case No.
PL2025-0023 –
PLANNED UNIT
DEVELOPMENT –
AMENDMENT -
205 Villa Way

The owner is seeking to combine two existing lots on Villa Way, Lot 6E and Lot 7E, Block 2, into one lot: proposed Lot 6F.

Planned Unit Development plats with the accompanying Draft Ordinance regulate the zoning components of the development that differ from the adopted Zoning Ordinance. The proposed change to existing Ordinance 3961 is an increase of the Maximum Lot Size. All other aspects of the ordinance governing the existing developed lots will remain unchanged and continue to follow the two previous ordinances - Ordinance No. 3661 and Ordinance No. 3961. The Maximum Lot Size in Ordinance No. 3961 is 15,000 square feet; the proposed amendment would increase the Maximum Lot Size to 20,000 square feet.

The reason for this amendment is that when the owners combine existing Lots 6E and 7E into Lot 6F, the total square footage is 16,371, which exceeds the allowed Maximum Lot Size of 15,000 square feet by 1,371 square feet. Proposed Lot 6F has access to city utilities – water, sewer, and electric. All existing easements that run along the front and rear property lines will remain.

Meredith Duvall said the only proposed change the Commission will be voting on for this case is the change to increase the allowable square footage by 5,000 square feet.

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

Matthew Nelson asked if the change of square footage would apply to any of the other lots nearby and Ms. Duvall said the proposed amendment was for lots 6E and 7E only, and if any of the other lots wanted an amendment they could apply for one.

Sheila Slocum, agent for the case, was present and asked if the lot line removal was accomplished within the Planned Unit Development Amendment, or if a separate case would be needed to remove the lot line. Ms. Duvall said it was part of the PUD Amendment because of the newly accepted Zoning Ordinance, and a separate case would not be needed.

Richard Cone asked what the purpose of the proposed PUD Amendment was, and if a house being built on either lot wouldn't fit as it was. Ms. Duvall said the two lots were purchased to build a larger home on them in the middle of the two, and there would be room for the house with the PUD Amendment.

Shannon Stefanick said the Planning Division received a few calls from area residents on the case but had no issues with it when they were told what the PUD Amendment was for.

Ms. Duvall said all existing ordinances governing the neighboring properties still applies to the proposed amended lots.

There being no further comments or questions, Richard Cone made a motion to approve the case, and Matthew Nelson seconded. The Motion carried 4/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next regular meeting will be July 22, 2025, and the meeting for August 12 will be canceled.

ADJOURNMENT

The meeting was adjourned at 5:29 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: July 22, 2025

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.