



**CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.
Tuesday, June 16, 2026
6:00 PM**

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Invocation and Pledge of Allegiance led by Reverend Phil Jones of Roadway Alliance 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 - June 2, 2026**
Special Meeting Minutes (Budget Ordinance 2nd Reading) - June 9, 2026
2. **ORDINANCE 3RD READING**
Council Consideration of an Ordinance to Amend Table a.A – Required Parking, Section 5 – Off-street Parking and Loading of the Zoning Ordinance. (Planning Commission Vote: 4/0)

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

3. **ORDINANCE 3RD READING**
Council Consideration of an Ordinance to Amend Chapter 5 of the Gillette City Code to Adopt and Amend the 2026 Editions of the National Electric Code and Make Other Amendments as Necessary for Continuity.

Staff Reference: Sean Brown, City Attorney

4. **Bills and Claims**

Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

1. **Mayor Lundvall - \$816,210.09**

S & S Builders - \$574,207.05 - Pump Station #1 Upgrades
First National Bank - \$30,221.43 - Pump Station #1 Upgrades Retainage
S & S Builders - \$4,934.45 - ECSC Bleacher Shelters
First National Bank - \$259.71 - ECSC Bleacher Shelters Retainage
S & S Builders - \$196,258.08 - 2026 Asphalt Pothole Repair
First National Bank - \$10,329.37 - 2026 Asphalt Pothole Repair Retainage

Staff Reference: Michelle Henderson, Finance Director

F. COMMENTS

Council:

Liaison:

Written:

Other - Comments:

G. PROCLAMATIONS / PRESENTATIONS

1. **Presentation of the Dan Starks Excellence in Veteran Services Award to Durwood Hand by the Wyoming Veterans Commission & Mayor Lundvall.**

Staff Reference: Michael H. Cole, City Administrator

2. **Wyoming Business Council Presentation, WBC Executive Officer Josh Dorrell**

Staff Reference: Michael H. Cole, City Administrator

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. **Council Consideration of a Special Event Permit, including a Street Closure on Rockpile Blvd. from 2nd to 3rd St., and an Open Container Permit, on July 4th, 2026, from 7:00 a.m. to 8:00 p.m. for a 4th of July Celebration, requested by American Legion Post #42.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

2. **Council Consideration to allow Gillette Rail Yard LLC to utilize their Retail Liquor License to apply for a Catering Permit in Casper, WY for a Live Music Event at Gruner Brothers Brewing on June 18-20, 2026.**

Staff Reference: Jennifer Toscana, Public Affairs Director

3. **Council Consideration for the Acceptance of Public Improvements for the O'Hara Drive Water Main Replacement Project, Installed by Hot Iron, Inc., in the Amount of \$836,891.45 (1% Project)**

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

4. **Council Consideration of a Bid Award for the Annual Miscellaneous Electrical Service Drops to ProElectric, Inc., of Gillette, Wyoming.**

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

5. **Council Consideration of a Bid Award for Annual Trenching and Boring Services to MCM General Contractors, Inc., in the Amount of \$98,122.50.**

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

6. **Council Consideration of a Quote Agreement to Advance Lining, LLC, of Belgrade, Montana in the Amount of \$58,642.62 for Lining (19) 4' Diameter Manholes (202 Vertical Feet).**

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

7. **Council Consideration of a Professional Services Agreement with West Edge, LLC to provide Marketing Agency Services in the amount of \$84,000.**

Staff Reference: Michael H. Cole, City Administrator

8. **Council Consideration of a Professional Services Agreement for the City of Gillette Unified Development Code, with Kimley-Horn, in the Amount of \$420,063.00.**

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

9. **Council Consideration of a Cooperative Agreement Between the Wyoming Department of Transportation and the City of Gillette for the Sinclair Street Extension from Butler Spaeth Road to Miranda Avenue. (Urban Systems and 1% Project)**

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

10. **Council Consideration to Authorize City Staff to Submit an Application to the Wyoming Department of Transportation (WYDOT) FY 2027 911 Gap Funding Grant Program.**

Staff Reference: Brent Wasson, Interim Chief of Police

11. **Council Consideration of a Resolution Approving and Authorizing the Final Plat of Pronghorn Plaza, a Resubdivision of Lots 1-6, Block 6 of Gillette Tech Center, Phase 1; to the City of Gillette, Wyoming, Subject to All Planning Requirements. (Planning Commission Vote: 4/0)**

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

12. **Council Consideration of a Resolution Approving and Authorizing the Resubdivision of Lot 1D, Mountain Meadows Subdivision, to Be Known as Lots 2D and 3D of Mountain Meadows Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)**

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

J. PUBLIC HEARINGS AND CONSIDERATIONS

1. **A Public Hearing to Consider the Gillette City Budget for FY2026-2027.**

Staff Reference: Michelle Henderson, Finance Director

2. ORDINANCE 3RD READING

An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming for FY2026-2027.

Staff Reference: Michelle Henderson, Finance Director

K. PUBLIC COMMENT

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

1. Council Meeting Safety & Public Meeting Rules.

Staff Reference: Michael H. Cole, City Administrator

L. ADMINISTRATOR'S REPORT

M. EXECUTIVE SESSION

1. Executive Session for Potential Litigation Pursuant to W.S. 16-4-405(a)(iii) and Legal Advice Pursuant to W.S. 16-4-405(a)(ix).

Staff Reference: Sean Brown, City Attorney

N. ADJOURNMENT



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **June 16, 2026**

TITLE:

Invocation and Pledge of Allegiance led by Reverend Phil Jones of Roadway Alliance Church.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **June 16, 2026**

TITLE:

Regular Meeting Minutes - June 2, 2026

Special Meeting Minutes (Budget Ordinance 2nd Reading) - June 9, 2026

ATTACHMENTS:

[260602 Regular Meeting](#)

[260609 Special Meeting \(Budget 2nd Reading\)](#)

A Regular Meeting of the City Council was held on Tuesday the 2nd day of June 2026, in the City Hall Council Chambers.

Present were Councilmembers Smith, Carsrud, McLeland, Gross, Clary, West, and Mayor Lundvall; City Administrator Cole; City Attorney Brown; Interim Chief of Police Wasson, Directors Henderson, Pilon, Toscana, Wasson, and Wilde; Managers Richert and Milliron; City Engineer Schoen; and City Clerk Allen.

Invocation and Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Deacon Kim Carroll of St. Matthews Catholic Church.

Approval of General Agenda

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

Approval of Consent Agenda

Minutes

Special Meeting Minutes (Budget Workshop #4) - May 14, 2026

Regular Meeting Minutes – May 19, 2026

Ordinance 2nd Reading

ORDINANCE NO. 26-22

AN ORDINANCE TO AMEND TABLE A.A – REQUIRED PARKING, SECTION 5 – OFF-STREET PARKING AND LOADING OF THE ZONING ORDINANCE. (PLANNING COMMISSION VOTE: 4/0)

Bills and Claims

Absolute Software, Inc., 14.99; Advance Auto Parts, 94.10; Advanced Network Management Inc, 3,068.10; Agosto Holdings, LLC, 11.73; Alexa Richert, 100.00; Alsco, 1,617.91; American Welding & Gas Inc, 137.24; Anixter Power Solutions, 5,381.91; Apex Mechanical, LLC, 800.00; Apex Mechanical, LLC, 1,492.32; Architectural Specialties LLC, 159.00; Arete Design Group, 6,085.93; Atlas Office Products, 1,994.68; Bailey Clevenger, 100.00; Barco Municipal Products, Inc, 192.00; Begg Borough Steel, LLC, 50.46; Big Horn Tire Inc, 1,283.98; Bighorn Hydraulics Inc, 27.91; Bishop, Rance & Janice, 57.24; Black Hills Energy, 11,432.11; Black Hills Power & Light, 434,816.07; Black Hills Power & Light, 5,777.42; Black Hills Power & Light, 227,580.56; Black Hills Power & Light, 358,538.42; Black Hills Wyoming LLC, 4,635.75; Black Hills Wyoming LLC, 113,349.40; Black Hills Wyoming LLC, 262,763.86; Blue Cross Blue Shield of Wyoming, 79,866.47; Blue Cross Blue Shield of Wyoming, 157,872.06; Border States Electric, 13,634.70; Burdick, Cece, 145.00; Burlington Northern Santa Fe, 6,506.00; Campbell County Hospital District, 720.00; Campbell County Landfill, 80,900.75; Campbell County Public Health, 75.00; Car-Knack Inc, 1,244.00; CBH Co-Op, 44,045.67; Central Truck & Diesel Inc, 3,150.00; CenturyLink, 129.65; Chemsearch, 10,815.50; Clinton, Keaton, 165.67; Coffman, Seth, 80.00; Collection Professionals Gillette, 1,620.71; Collins Communications Inc, 10,516.58; Convergeone Inc, 30,480.00; Core & Main, 3,558.99; Cross, Sandra, 64.26; Crum Electric Supply Company, 536.60; Cues Inc, 5,698.83; Cummins Rocky Mountain Inc, 2,150.88; Dane Schiller, 7,300.00; Danny Westervelt, 5,230.00; Delta Dental of Wyoming, 32,310.55; Department of Energy, 67,194.20; Ecovorse Industries, Ltd, 1,100.00; Energy Laboratories Inc, 654.90; Esri Inc, 40,900.00; Ferguson Us Holdings, Inc, 19,400.00; First Class Auto, 5,798.06; First National Bank of Gillette, 5,911.54; Fisher, Amanda C, 103.00; Fitzpatrick, Karlee, 16.66; Flagshooter LLC, 1,240.72; Flo-Rite Fluids, Inc, 224.69; Fuchs Lubricants Co, 93.95; G & R Controls Inc, 1,326.00; Gades Sales Company Inc, 4,730.00; Gallagher Benefit Services, Inc, 166.25; Galls, An Aramark Company, 256.00; Gillette Contractors Supply Inc, 4,211.62; Gillette Steel Center, 364.50; Governmentjob.Com, Inc., 31,243.54; Greiner Motor Company, 616.71; Grossenburg Implement Incorporated, 770.16; Guild Mortgage Company LLC, 370.80; Hawkins Inc, 14,368.39; Hays, Jag, 154.68; HD Supply Inc, 274.49; HDR Engineering Inc, 19,909.72; HealthEquity, Inc., 5,977.02; HealthEquity, Inc., 966.84; HealthEquity, Inc., 3,687.94; HealthEquity, Inc., 230.75; Hector Fuentes, 365.00; Hilleboe, Shawn, 181.88; Homax Oil, 48,114.02; Hot Iron, 225,811.74; Howell, Erin, 183.03; Hub International Mountain States Limited, 100.00; Hub International Mountain States Limited, 200.00; Ian Schofield, 100.00; Jack's Truck Center Inc, 1,034.27; Jeffery Jackson, 94.47; Jenner Equipment Co, 415.59; Jessee, Savannah, 153.13; Joe Johnson Equipment, LLC, 1,439.93; Johnson, Nathanael, 17.73; Kai Bjordhl, 100.00; Karen's Delivery Service, 142.00; Kiser, Emylee, 122.93; Kotschwar, Amanda, 87.25; Kotschwar, Sandra, 131.53; Last Frontier, LLC, 180.39; Lawson Products, Inc., 1,094.00; Little, Kaylee, 75.05; Long's Plumbing & Heating Inc, 8,228.15; M3v Data Management, LLC, 2,709.50; March, Brady, 95.81; Merchen, Morgan,

0.03; Michael Stulken, 1,500.00; Midland Implement Co Inc, 289.32; Midwest Connect LLC, 7,500.00; Mountain Peaks Diagnostics, LLC, 522.10; Newman Signs Inc, 316.95; News Record, 6,573.87; Norco Inc, 10,415.84; Northwest Scientific Inc, 1,394.84; Optum Health Financial Services, 369.05; Oriental Massage, 510.33; Our Little Niche Holdings, LLC, 1,070.27; Park Plaza MCH LLC, 182.97; Parkside Apartments Limited Partnership, 38.17; Partsone LLC, 131.16; Partsone Wyosd LLC, 1,692.43; Paulette Davis, 39.24; Pete Lien & Sons Inc, 821.00; Porter, Colton, 663.86; Powder River Energy Corporation, 8,674.48; Powder River Heating & Conditioning Corporation, 977.58; Prime Rib Restaurant, 500.00; Pro Windmill Inc, 175.00; ProElectric Inc, 8,152.66; Purselley, Danny, 242.21; PVS Dx Inc, 8,222.14; Rapid Fire Protection Inc, 640.00; Rasmussen, Allen & Nanci, 122.40; Razor Holdings, LLC, 21.36; RDO Equipment Co, 1,344.08; Rms Instrument & Electrical, LLC, 62,802.26; Ryan Schrock, 931.00; S & S Builders, 112,319.19; Security State Bank, 11,884.83; Selby's, 460.00; Simon Contractors, 2,347.22; Simon, Jordan, 193.49; Source Office Products, 38.00; South Fork Apartments, LLC, 41.67; Square Grove LLC, 25,115.00; Stalcup, Lexi, 65.41; Sterling Infosystems, Inc, 1,478.97; Stinson, Amanda, 211.54; Stoneking, Peyton, 45.92; Storey, Keyarius, 97.10; Stotz Equipment, 59,800.00; Stuart C. Irby Co, 4,650.00; Tami Waldner, 135.00; Teamco Inc., 58,694.07; Terry Sjolín, 925.00; The Colony Investment Company, 2,002.47; Thunder Basin Ford LLC, 2,405.24; TMMI, LLC, 1,070.31; Torgerson's, LLC, 537.45; Transource Truck & Equipment, 2,378.79; Tri-State Industries Inc, 19,907.00; Tyler Technologies Inc, 225.00; United Central Industrial Supply Co, 556.50; Universal Athletic LLC, 1,899.99; Villa Hernandez, Daniel, 189.30; Vision Service Plan (Wy), 23.12; Wade Anderson, 100.00; Wagner, Madisen, 63.27; Warne Chemical & Equipment Co, 379.00; Waugh, Layla, 136.29; Wells Fargo Bank, 3,119,085.12; Wells Fargo Bank, 1,458,495.89; Wesco Receivables Corp, 87,736.00; Western States Automation LLC, 22,429.00; Westview MHC LLC, 32.00; White's Frontier Motors, 608.14; Wight, Rachel, 55.92; Wyodak Resources Development Corp, 46,710.43; Wyodak Resources Development Corp, 157,813.27; Wyoming Center For Clinical Excellence, 2,800.00; Wyoming Department of Agriculture, 50.00; Wyoming Dept of Transportation, 2.00; Wyoming Machinery Co, 2,358.02; Xerox Corporation, 91.61; Yates, Kylie, 141.58

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

Approval of Conflict Claims

Council President Gross made a motion to approve Conflict Claims for Mayor Lundvall in the amount of \$118,230.73; seconded by councilmember Carsrud. Councilmembers Smith, Gross, Clary, West, McLeland, and Carsrud voted aye. Mayor Lundvall abstained. The motion carried.

Comments

Council

Council President Gross thanked the Public Works Department for their maintenance and cleanliness of the Energy Capital Sports Complex. Additionally, Gross encouraged the public to utilize wyotax.org as a resource for reviewing the allocation of tax expenditures. Lastly, Gross reported on her recent remote attendance for the Wyoming Business Council Housing Conference Call, noting it was encouraging to see State Officials actively addressing the ongoing housing crisis.

Councilmember Clary reported on his recent research, noting a decline in local sales tax revenue generated by large community events, such as the Camporee.

Councilmember West provided detail on his disagreement with Councilmember Clary's concerns, arguing that sporting tournaments attract outside spending and revenue in the community.

Mayor Lundvall reported that he was invited to meet with the Wyoming Mining Association, which is currently exploring opportunities for Gillette to be included on the suppliers list for Powder River Basin (PRB) Coal.

Councilmember Carsrud and Mayor Lundvall stated their personal support for the Energy Capital Sports Complex.

Liaison

Councilmember West attended Gillette Main Street Council, praising the new decorations on Gillette Ave. and adding that downtown is getting more community support.

Written

City Clerk Allen stated that a written comment was submitted by Laura Cox, thanking the mayor and council for holding the line on the 5% charitable funds.

Other – Comments

City Clerk Allen announced that in accordance with W.S. 6-5-118, all Financial Disclosure Statements have been received from the Mayor, Councilmembers, City Administrator, Finance Director, and City Clerk.

Proclamations / Presentations

Safety Manager Milliron expressed that June is National Safety Month. Mayor Lundvall then proclaimed June 2026 as National Safety Month.

Director Toscana presented a “Things to Know” video for June 2026.

New Business

Minute Action

Councilmember West made a motion to approve a Carnival Permit for June 10-14, 2026, in the Aquatic Center Parking Lot, Requested by American Legion Post 42 Baseball; seconded by Council President Gross. All voted aye. The motion carried.

Councilmember McLeland made a motion to allow Gillette Rail Yard LLC to utilize their Retail Liquor License to apply for a Catering Permit in Cheyenne, WY for a Brewfest Event on June 19 & 20, 2026; seconded by Council President Gross. All voted aye. The motion carried.

Councilmember West made a motion for the Acceptance of Development Improvements for the Port of Entry Water Main Extension, Installed by Hot Iron, Inc, on Behalf of the Developer, Wyoming Department of Transportation; seconded by councilmember McLeland. All voted aye. The motion carried.

Councilmember Carsrud made a motion for the Acceptance of Development Improvements for the Devon Addition Commercial Storage Facility, Installed by Big Horn Excavation, on Behalf of the Developer, Harlan Investments, LLC; seconded by councilmember Clary. All voted aye. The motion carried.

Councilmember West made a motion to approve a Pre-Annexation Agreement for property located at 54 Jayhawker Court; seconded by Council President Gross. Administrator Cole stated that while the agreement does not immediately initiate annexation, it allows the property owner to receive city services with plans for future annexation. All voted aye. The motion carried.

Council President Gross made a motion to approve a Pre-Annexation Agreement for property located at 3601 W Southern Drive; seconded by councilmember Carsrud. Administrator Cole explained that, like the previous action item, the agreement does not immediately initiate annexation but allows Journey Church to receive city services with plans for future annexation. All voted aye. The motion carried.

Ordinance 1st Reading

ORDINANCE NO. 26-23

AN ORDINANCE TO AMEND CHAPTER 5 OF THE GILLETTE CITY CODE TO ADOPT AND AMEND THE 2026 EDITIONS OF THE NATIONAL ELECTRIC CODE AND MAKE OTHER AMENDMENTS AS NECESSARY FOR CONTINUITY

Councilmember West made a motion to approve the foregoing Ordinance on first reading; seconded by Council President Gross. All voted aye. The motion carried.

Public Hearings and Considerations

Mayor Lundvall opened a Public Hearing to Consider Amendments to the Gillette City Budget for FY2025-2026. Hearing no comments, Mayor Lundvall closed the Public Hearing.

RESOLUTION NO. 2938

A RESOLUTION TO APPROVE AMENDMENTS TO THE GILLETTE CITY BUDGET FOR FY2025-2026

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember McLealnd. Administrator Cole presented a brief final budget amendment overview totaling \$6,095,473.00, which is distributed across the General Fund, transfer from last year’s budget, and a variety of Enterprise Funds. Cole highlighted that the primary drivers for the amendment are vehicle replacements, maintenance costs, and salary true-up expenses. Councilmember Clary questioned the generator replacement need. All voted aye. The motion carried.

Mayor Lundvall opened a Public Hearing to Consider the Gillette City Budget for FY2026-2027.

Ben Decker thanked the council for improving budget accessibility. Decker then noted two concerns: the timing of the budget readings and the budget increase outpacing inflation. Hearing no further comment, Mayor Lundvall closed the Public Hearing.

ORDINANCE NO. 26-24

AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE OF THE CITY OF GILLETTE, WYOMING FOR FY2026-2027

Councilmember Carsrud made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember Clary. All voted aye. The motion carried.

Public Comment

Wanda Lieneman expressed concerns for the Campbell County Chamber of Commerce’s new costs and procedures for the Ice-cream Social event.

Rolf Arands presented his research regarding return on investment in relation to the Energy Capital Sports Complex.

Kelley Boltin expressed her concerns specifically pertaining to Councilmember Gross’ political stances on community-based topics.

Sherilyn England announced her support for sporting tournaments and thanked council for supporting non-profits in the community.

Vicki Swenson expressed thanks for the effort and thought put behind the budget and echoed thanks for support to non-profits.

Administrator’s Report

Administrator Cole responded to two public comments concerning the ice cream social and budget consideration. Cole added that the upcoming meeting on June 9th will feature the second readings for both the FY2026-2027 Budget and the Electrical Code, as well as presentations on the Gurley rezone and an e-bike update from the Police Department.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 6:51p.m. The meeting can be viewed on the City’s website, www.gillettewy.gov/gpa. The next regularly scheduled meeting will be held on Tuesday, June 16, 2026, in the City Hall Council Chambers.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk
Publication Date: June 9, 2026

A Special Meeting of the City Council was held on Monday the 9th day of June 2026, in the City Hall Council Chambers.

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

Presentations

Director Muzzarelli presented information regarding the proposed Gurley Area Zoning Map Amendment, which had been postponed by the City Council at the May 19th regular meeting. Muzzarelli directly addressed the Council's previously raised concerns regarding potential increases in traffic volume and safety while reiterating the Planning Commission's approval and the City Staff's recommendation for approval of the amendment.

City Attorney Brown provided legal clarification regarding the conflicting terminology between the two primary statutory sources governing electric bicycles (eBikes): State Statute Title 31 and City Code Chapter 11 (Motor Vehicles and Traffic). Brown advised the Council maintains the authority to introduce amendments or introduce a new Ordinance to clarify the City Code regarding the use of eBikes. Police Captain Alger presented an overview of the City's current regulations and enforcement regarding eBikes. The presentation detailed the operational differences, regulations, and specific requirements separating electric bicycles from electric dirt bikes, highlighting the unique enforcement challenges associated with each vehicle type. Attorney Brown provided definitions surrounding Class 1, Class 2, and Class 3 eBikes. Council members raised clarifying questions and outlined specific guidelines they wish to see integrated into future policy such as education in schools and a task force to address the concerns.

Unfinished Business

Ordinance 2nd Reading

ORDINANCE NO. 26-23

AN ORDINANCE TO AMEND CHAPTER 5 OF THE GILLETTE CITY CODE TO ADOPT AND AMEND THE 2026 EDITIONS OF THE NATIONAL ELECTRIC CODE AND MAKE OTHER AMENDMENTS AS NECESSARY FOR CONTINUITY

Councilmember West made a motion to approve the foregoing Ordinance on second reading; seconded by Council President Gross. Councilmember Smith questioned the necessity of the proposed Ordinance. City Administrator Cole clarified that the measure is required to align municipal regulations with the state's standard update cycle. All voted aye. The motion carried.

ORDINANCE NO. 26-24

AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE OF THE CITY OF GILLETTE, WYOMING FOR FY2026-2027

Council President Gross made a motion to approve the foregoing Ordinance on second reading; seconded by councilmember West.

Councilmember Clary made a motion to amend item C.2. by removing the \$130,000 funding allocation for Energy Capital Economic Development from the proposed FY 2026-2027 budget. The motion died for lack of a second.

Councilmember Clary made a motion to amend item C.2. by removing the \$4,789 funding allocation for Edible Prairie Project from the proposed FY 2026-2027 budget and distribute those funds equally amongst the remaining non-profit agencies receiving 1% funding. The motion died for lack of a second.

Councilmember Clary made a motion to amend item C.2. by removing the \$5,747 funding allocation for Ride and Shine Equine Assisted Therapy from the proposed FY 2026-2027 budget and distribute those funds equally amongst the remaining non-profit agencies receiving 1% funding. The motion died for lack of a second.

Councilmember Clary made a motion to further amend item C.2. by removing the \$28,737 funding allocation for Gillette Reproductive Health from the proposed FY 2026-2027 budget and distribute those funds equally amongst the remaining non-profit agencies receiving 1% funding. The motion died for lack of a second.

The council then voted on the pending original proposed Budget Ordinance. Council members Smith, Gross, Carsrud, West, and Mayor Lundvall voted aye. Councilmember Clary voted nay. The motion carried.

Administrator’s Report

Administrator Cole stated that the next regular council meeting on June 16, 2026, will hold a Public Hearing before voting on the 3rd reading of the City’s FY2026-2027 budget.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:19 p.m. The meeting can be viewed on the City’s website, www.gillettewy.gov/gpa. The next regularly scheduled meeting will be held on Tuesday, June 16, 2026, in the City Hall Council Chambers.

(S E A L)
ATTEST:

Alicia Allen, City Clerk
Publication Date: June 16, 2026

Shay Lundvall, Mayor



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

ORDINANCE 3RD READING

Council Consideration of an Ordinance to Amend Table a.A – Required Parking, Section 5 – Off-street Parking and Loading of the Zoning Ordinance. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve an Ordinance to Amend Table a.A – Required Parking, Section 5 – Off-street Parking and Loading of the Zoning Ordinance.

APPLICANT/OWNER:

City of Gillette

AGENT:

Meredith Duvall, City Planning Manager

CASE BACKGROUND:

CITY COUNCIL 1ST READING VOTE: 7/0

CITY COUNCIL 2ND READING VOTE: 7/0

The City of Gillette Planning Division has initiated a Text Amendment to clarify how city staff calculates restaurant parking. Specifically, the language being proposed is, “Area devoted to seating or serving the public; any back-office use, internal storage, or kitchen area will be calculated as a General Office Use or a combination of other listed uses within this table.” Furthermore, the language within the Parking Spaces Required for Restaurant Use pertaining to employee parking is being removed – “Plus 1 space per each 2 employees at maximum employment on a single shift”.

City Administration received feedback from developers that restaurant parking was too cumbersome and cost-prohibitive for development. City Staff examined the Zoning Ordinance and explained how

Staff reviews Commercial Site Plans and takes into account the interior use of a restaurant, examining the internal floorplan to determine specific area uses, as Staff recognize that not the entire building square footage is devoted to seating. Seeing opportunity to provide clarifying language to developers on how restaurant parking has and is calculated, Staff initiated this text amendment to amend the Restaurant Use language in Table a.A – Required Parking.

CASE REQUIREMENTS:

There are no Planning Requirements.

STAFF RECOMMENDATION:

There are no Planning Requirements.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

CASE MANAGER:

Meredith Duvall, City Planning Manager

ATTACHMENTS:

[Ordinance](#)

[Proposed Text Amendment Language](#)

[Planning Requirements](#)

[Finding of Facts](#)

[Planning Commission Minutes 5/11/2026](#)

ORDINANCE NO.

AN ORDINANCE TO AMEND TABLE a.A – REQUIRED PARKING, SECTION 5 – OFF-STREET PARKING AND LOADING OF THE ZONING ORDINANCE

WHEREAS, the Governing Body of the City of Gillette desires to amend Table a.A – Required Parking, Section 5 – Off-Street Parking and Loading; of the City of Gillette Zoning Ordinance.

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

SECTION ONE. Table a.A – Required Parking, Section 5 – Off-Street Parking and Loading, is added:

Uses	Parking Spaces Required
Restaurants - Area devoted to seating or serving the public; any back-office use, internal storage, or kitchen area will be calculated as a General Office Use or a combination of other listed uses within this table	<2,000 square feet: 5 spaces per 1,000 square feet 2,001-5,000 square feet: 10 spaces per 1,000 square feet >5,000 square feet: 20 spaces per 1,000 square feet

PASSED, APPROVED, AND ADOPTED this 16th day of June 2026.

Shay Lundvall, Mayor

(SEAL)
ATTEST:

Alicia Allen, City Clerk
Publication Date:

Proposed Text Amendment
Section 5, Off-Street Parking and Loading
Table a.A – Required Parking

Proposed:

Uses	Parking Spaces Required
Restaurants - Area devoted to seating or serving the public; any back-office use, internal storage, or kitchen area will be calculated as a General Office Use or a combination of other listed uses within this table	< 2,000 square feet: 5 spaces per 1,000 square feet 2,001 - 5,000 square feet: 10 spaces per 1,000 square feet > 5,000 square feet: 20 spaces per 1,000 square feet

Existing:

Uses	Parking Spaces Required
Restaurants	< 2,000 square feet: 5 spaces per 1,000 square feet 2,001 - 5,000 square feet: 10 spaces per 1,000 square feet > 5,000 square feet: 20 spaces per 1,000 square feet Plus 1 space per each 2 employees at maximum employment on a single shift

Planning Requirements

PL2026-0012 **Text Amendment**

There are no Planning Requirements for this case.

BEFORE THE CITY OF GILLETTE PLANNING COMMISSION

CITY OF GILLETTE

)
)
)
)
)
)
PL2026-0012

**TABLE A.A-REQUIRED PARKING,
SECTION 5, DISTRICT REGULATIONS
CITY OF GILLETTE ZONING ORDINANCE**

PETITIONER

)
)
)
CITY OF GILLETTE

FINDINGS OF FACT; CONCLUSIONS OF LAW

THESE MATTERS came before the City of Gillette Planning Commission (“Commission”) on May 11, 2026 for hearing on the Zoning Text Amendment filed by Petitioner, City of Gillette. Petitioner seeks to amend Table a.A – Required Parking, in Section 5 – Off-Street Parking and Loading to add clarifying language specifically to the Restaurant Use and remove employee parking requirements. Vice-Chairman Richard Cone, Vice-Chairman of the Commission presided. Commissioners Brian Rozier, Lance Walker, and Ian Scott were also present.

Meredith Duvall, City Planning Manager for the City of Gillette, acted as Case Manager for the proceedings. Meredith Duvall, acting as Petitioner, was present from the City of Gillette. The Commission, having heard the statements and evidence presented by the Petitioner/Case Manager, and having considered the matter, reviewed the case herein, and being otherwise fully advised in the premises, makes the following findings of fact and conclusions of law.

FINDINGS OF FACT

1. These matters are a request by the Petitioner to change the Zoning Ordinance.
2. Petitioner is requesting to add clarifying language on how city staff calculates restaurant parking in Table a.A, Required Parking of Section 5 – Off-Street Parking and Loading, and remove employee parking requirements, in the City of Gillette Zoning Ordinance.

3. Case Manager established the current intent of the Code requiring all proposed amendments to the Zoning Ordinance through Text Amendment Procedures as required by Section 12.a., of the Code is to (1) correct an obvious error or oversight in the regulations; or to: (2) recognize changing conditions in the City, which require that amendments be adopted for the promotion of the public health, safety and general welfare.

4. Petitioner established that the Zoning Text Amendment will amend Table a.A – Required Parking in Section 5 – Off-Street Parking and Loading.

5. Notice of the hearing date and times were published in the local newspaper of record, as required by W.S.15-1-602.

6. At the hearing, the Case Manger demonstrated the proposed changes will not adversely affect the commercial intent with the clarifying language on how parking calculations are done for Restaurant Uses nor the removal of required employee parking calculation.

7. The Case Manager stated that were no inquiries after publication of the case in the local newspaper.

CONCLUSIONS OF LAW

1. Under W.S. 15-1-602, the governing body shall specify how regulations and the district boundaries are to be determined, established, enforced, amended, supplement or otherwise changed.

Board must hear taxpayer complaints and hold hearings after proper notice.

2. Under Section 12.a Statement of Policy, It is the intent of the City of Gillette that the zoning ordinance, which includes both the ordinance and the district zoning map have been established for the purpose of promoting sound and desirable development and for maintaining stable land use patterns. “...the ordinance and map shall not be amended, except to (1) correct an obvious error or oversight in the regulations; or to: (2) recognize changing conditions in the City, which require that amendments be adopted for the promotion of the public health, safety and general welfare.”

3. Under Section 12.a Statement of Policy, the City Council, the Development Services Division, or any person, firm, or corporation may initiate amendments.

4. Petitioner timely filed its application for a Zoning Text Amendment and all supporting documents required by the City of Gillette and the Board has jurisdiction to hear these matters.

5. Petitioner established the legal basis for such an amendment by stating the proposed change is to recognize changing conditions in the community.

6. When proposing a zoning text amendment, the burden is on the Petitioner to establish by credible evidence an obvious error in the ordinance or changing conditions within the city boundaries as required in Section 12.a of the Code.

7. In the absence of evidence rebutting the presumption in favor of the Petitioner, reviewing bodies presume that the Case Manager charged with establishing consistency with administering the Code, exercised honest judgement in accordance with the applicable rules, regulations, and other directives that have passed public scrutiny under W.S. 15-1-602 and Section 12.a of the Code.

8. The Board was presented with the Petitioner's Text Amendment and Staff's Recommended Text Amendment.

9. The Board was unanimous in their vote to approve the Staff's Recommended Zoning Text Amendment to amend Table a.A, Required Parking of Section 5 – Off-Street Parking and Loading, and remove employee parking requirements based on oversight in the regulations to provide clarifying language for the general welfare of residents and the interpretation of the code. The Commission forwards the case to the City of Gillette City Council for a second public hearing and final vote.

NOTICE

Any party may appeal a final adverse written decision or order of this City of Gillette Planning Commission by filing a notice of appeal to the City of Gillette City Council or attend the City Council public hearing on the matter. Such written appeal must be filed no later than 4pm on the day of the City Council public hearing.

DATED THIS _____ day of May, 2026.

CITY OF GILLETTE PLANNING COMMISSION

Richard Cone, Vice-Chair

ATTEST: _____
Meredith Duvall, City Planning Manager

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ May 11, 2026 ~ 5:15 pm

PRESENT

Commission Members Present: Vice-Chair Richard Cone, Lance Walker, Ian Scott, and Brian Rozier.

Commission Members Absent: Chair Shaun Hottell, Matthew Nelson and Jack Colson.

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

CALL TO ORDER

Vice-Chair Cone called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Lance Walker to approve the meeting minutes of February 24, 2026. Brian Rozier seconded the motion. Motion carried 4/0.

Case No.
PL2026-0011 –
ZONING MAP
AMENDMENT –
1011 E 8th St

The applicants seek to amend the Zoning Map to rezone an unplatted parcel of land at 1011 E 8th St from C-O, Office and Institutional District, to C-1, General Commercial District.

The property is 44.91 acres and is currently undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time.

Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. The C-O District provides a for a limited number of uses providing a mixture of public, quasi-public, and private institutional and professional services. The areas commonly zoned as C-O include areas associated with medical, school, and civic uses. These uses are still permitted in a C-1 District, but additional uses including, but not limited to, grocery stores, greenhouses, gas stations, entertainment, commercial recreation, storage facilities, and community centers are allowed.

A rezone of the area to C-1, General Commercial District would allow greater flexibility for the development of the large, 44-acre parcel, providing the nearby residential areas with greater access to the services allowed within the district, promoting the general welfare of those residents. The 2025 Comprehensive Plan Future Land Use Map identifies the area as Traditional Neighborhood. Per the Comprehensive Plan “These areas create places where residents can live, shop, work, and gather”. The proposed rezone would be consistent with the Future Land Use Map as the C-1 District provides places for local residents to work, shop, and, in some cases, gather.

Meredith Duvall said the Planning Division received four calls on the case, with three being general inquiries only with no objections. One of the calls was a citizen concerned about a land deal they potentially had with the property owner, and Ms. Duvall explained to them what would need to take place if they decided to purchase and then subdivide the property.

Vice-Chair Cone asked if there were any comments or questions by the public or the Commission.

Nick Deegan, an adjacent property owner, was present and said he and his wife wanted to object to the rezoning with concerns of traffic volume noting that Gurley Avenue is already heavily congested, Mr. Deegan expressed concern that further development would make the traffic worse and be more hazardous for the homeowners along Gurley Avenue. Mr. Deegan also highlighted the potential adverse effects of increased development to the area on local wildlife, specifically geese and deer populations.

Vice-Chair Cone inquired whether future developments would require a traffic study. Meredith Duvall said any future development requires a site plan review by all city departments. The Engineering Division would mandate both a traffic study and drainage report to determine necessary traffic control devices and infrastructure with that site plan.

Karen Wendel, property owner of the surrounding area, was present, and said she is also concerned about the potential increased traffic on Gurley Avenue.

Vice-Chair Cone asked if any plans had been given to the city for future development, and Ms. Duvall said there had not been any. Mr. Cone asked if the city would investigate re-routing traffic on another street during a Commercial Site Plan and Ms. Duvall said the Engineering Division would determine access points and intersection mergers based on the finding of the traffic study that would be done for the site plan.

Ms. Duvall advised that this case would proceed to the City Council for three readings with a public hearing for final determination.

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

Case No.
PL2026-0012 –
ZONING TEXT
AMENDMENT –
Required Parking

The City of Gillette Planning Division has initiated a Text Amendment to clarify how city staff calculates restaurant parking. Specifically, the language being proposed is, “Area devoted to seating or serving the public; any back-office use, internal storage, or kitchen area will be calculated as a General Office Use or a combination of other listed uses within this table.”

Furthermore, the language within the Parking Spaces Required for Restaurant Use pertaining to employee parking is being removed – “Plus 1 space per each 2 employees at maximum employment on a single shift”.

City Administration received feedback from developers that restaurant parking was too cumbersome and cost-prohibitive for development. City Staff examined the Zoning Ordinance and seeing opportunity to provide clarifying language to developers on how restaurant parking has and is calculated, Staff initiated this text amendment to amend the Restaurant Use language in Table a.A – Required Parking.

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

Vice-Chair cone asked if there were any comments or questions by the public or the Commission.

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

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next meetings will be May 26, 2026, and June 1, 2026. Ms. Duvall introduced and welcomed Amy Smith, who has joined in the role of City Planner.

ADJOURNMENT

The meeting was adjourned at 5:34 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.

DRAFT



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

ORDINANCE 3RD READING

Council Consideration of an Ordinance to Amend Chapter 5 of the Gillette City Code to Adopt and Amend the 2026 Editions of the National Electric Code and Make Other Amendments as Necessary for Continuity.

SUGGESTED ACTION:

I move to approve the Ordinance to Amend Chapter 5 of the Gillette City Code to Adopt and Amend the 2026 Editions of the National Electric Code and Make Other Amendments as Necessary for Continuity on Third and Final Reading.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 7/0

ORDINANCE 2ND READING VOTE: 7/0

Consistent with past updates, this proposed ordinance adopts the newly released 2026 National Electrical Code. In addition to adopting the updated form code, this ordinance makes certain adjustments for service disconnects and electrical apprentice supervision.

This proposed ordinance has been considered and endorsed by the City Board of Examiners.

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:

[2026 Chp 5 Ordinance Amendment \(Electrical Code Update\)](#)

AN ORDINANCE TO AMEND CHAPTER 5 OF THE GILLETTE CITY CODE TO ADOPT AND AMEND THE 2026 EDITIONS OF THE NATIONAL ELECTRIC CODE AND MAKE OTHER AMENDMENTS AS NECESSARY FOR CONTINUITY

RECITAL: The City wishes to update Chapter 5 of the Gillette City Code to account for updated national electrical codes and make certain other changes.

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

SECTION ONE. Chapter 5, Section 5-I-3(B)(4), of the Gillette City Code is amended to reflect changes in red:

(6) Section R302.5.1 *Opening Protection* of the International Residential Code is amended to read as follows:

R302.5.1 Opening protection. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid wood doors not less than 13/8 inches (35 mm) in thickness, solid or honeycomb-core steel doors not less than 13/8 inches (35 mm) thick, or 20-minute fire-rated doors.

- (7) R-302.13 of the International Residential Code is repealed.
- (8) Section R309.2 of the International Residential Code is Repealed.
- (9) Section **R310.4.3** Drainage, of the International Residential Code is amended to read as follows:

SECTION TWO. Chapter 5, Section 5-I-6, of the Gillette City Code is amended to reflect changes in red:

§ 5-I-6. Adoption of National Electrical Code.

A. There is hereby adopted by reference the National Electrical Code, 2026 Edition, that certain document as copyrighted by the National Fire Protection Association including Article 80, also known as Annex H. Said document is hereby adopted as the Electrical Code for the incorporated areas of the City of Gillette for regulating the installation, maintenance, operation and repair of all electric wiring and electrical apparatus of any nature whatsoever, whether inside or outside of any building or structure and each and all regulations, provisions, penalties, conditions and terms of the National Electrical Code, 2026 Edition, including Article 80, are hereby referred to, adopted, and made a part there of as though fully set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

B. The following amendments to the Electrical Code are hereby adopted by the City.

- (1) ~~Section 80.1 (2) of the National Electrical Code is repealed.~~
- (2) Section 80.15 *Electrical Board*, of the National Electrical Code is renamed *Board of Examiners*.
- (3) Section 80.15 (A) of the National Electrical Code is amended to read as follows:

(A) Board of Examiners. The Board of Examiners of the City of Gillette shall be the Board of Appeals for the interpretation of the National Electrical Code and may be referred to hereinafter as the Board.

- (4) Sections (B) through (H) of Section 80.15 of the National Electrical Code are repealed.
- (5) Section 80.23 (B) (3) of the National Electrical Code is repealed.
- (6) Sections 80.27, 80.29, 80.33 and 80.35 are repealed.
- (7) Section 230.70 (A) ~~(H)~~ of the National Electrical Code is amended to read as follows:

Service disconnects shall be installed in a readily accessible outdoor location in accordance with one of the following:

- (1) On the building or structure;
- (2) Within sight of the building or structure in accordance with 110.29.

Exception: The service disconnect shall not be required to be installed on or within sight of the dwelling unit when an emergency disconnect is installed in accordance with 225.41.

~~**(1) Readily Accessible Location.** Outside disconnects are required for all services.~~

- (8) Section 230.79 (C) of the National Electrical Code is amended to read as follows:

(C) One and Two-Family Dwellings and Townhouses. For new one-family, two-family or townhouse dwelling, the service disconnecting means shall have a rating of not less than 200 amperes, 3-wire.

SECTION THREE. Chapter 5, Section 5-III-16, of the Gillette City Code is amended to reflect changes in red:

§ 5-III-16. Licenses - Electrical Contractors.

An Electrical Contractor must either be licensed as a Master Electrician himself or have a

Master Electrician in his employ. Electrical contractors shall have at least one Master Electrician or Journeyman Electrician supervising ~~every two Apprentice Electricians each Apprentice Electrician.~~

SECTION THREE. The effective date of this Ordinance is July 1, 2026.

First Reading: June __, 2026.

Second Reading: June __, 2026.

PASSED AND APPROVED on Third and Final Reading this ____ day of June 2026.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

Published: Gillette News Record

Date: _____

Signed: _____



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Bills and Claims

SUGGESTED ACTION:

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

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Bills and Claims](#)

[Bills and Claims Prepaids](#)

[UMB Bank](#)

[Wire Transfers](#)

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
2594-BOMGAARS SUPPLY		
208399	CUSTODIAL INVENTORY	439.50
	VENDOR TOTAL:	439.50
1197-BORDER STATES ELECTRIC		
208401	OS INVENTORY	135.00
	VENDOR TOTAL:	135.00
1276-CAMPBELL COUNTY JOINT POWERS FIRE BOARD		
208117	FY23 REQUEST TRACTOR/TRAILER TENDER	222,000.00
	VENDOR TOTAL:	222,000.00
77777-MISC ONE TIME VENDOR		
208298	SPECIAL EVENT FEE REIMBURSEMENT	875.00
	VENDOR TOTAL:	875.00
1511-NORCO INC		
208445	CUSTODIAL INVENTORY	101.28
208446	CUSTODIAL INVENTORY	202.00
208447	CUSTODIAL INVENTORY	129.90
208448	CUSTODIAL INVENTORY	66.68
208449	CUSTODIAL INVENTORY	92.85
208450	CUSTODIAL INVENTORY	780.96
	VENDOR TOTAL:	1,373.67
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL		
208175	MAY 2026 OFFICER TRAINING FEES	65.00
	VENDOR TOTAL:	65.00
2300-WESTERN STATIONERS		
208467	OS INVENTORY	92.88
208469	OS INVENTORY	156.96
208470	OS INVENTORY	39.24
208471	OS INVENTORY	131.21
208472	OS INVENTORY	735.81

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
2300-WESTERN STATIONERS			
	208473	OS INVENTORY	217.18
		VENDOR TOTAL:	1,373.28
		DIVISION TOTAL:	226,261.45
		DEPARTMENT TOTAL:	226,261.45

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
10-ADMINISTRATION		
01-MAYOR & COUNCIL		
1748-THAT EMBROIDERY PLACE		
208102	BABY GIFT	45.00
	VENDOR TOTAL:	45.00
1882-THOMAS A FORD		
208208	CHILDREN'S MEMORIAL BRICKS	105.00
	VENDOR TOTAL:	105.00
	DIVISION TOTAL:	150.00
02-ADMINISTRATION		
5555-MISC EMPLOYEE VENDOR		
208287	TRAVEL REIMBURSEMENT	111.94
208288	TRAVEL REIMBURSEMENT	199.27
	VENDOR TOTAL:	311.21
	DIVISION TOTAL:	311.21
04-SPECIAL PROJECTS		
5235-ASSOCIATED SUPPLY COMPANY		
208395	POOL - FILTER SAND * CLARK	2,686.24
	VENDOR TOTAL:	2,686.24
1285-CAMPBELL COUNTY PUBLIC LAND BOARD COMPLEX		
208176	FY26 MOU FUNDING #3	47,329.10
208177	FY26 CAPITAL FUNDING REQUEST #4	167,503.87
	VENDOR TOTAL:	214,832.97
1864-FIRST NATIONAL BANK OF GILLETTE		
208342	CITY HALL RENOVATION - RETAINA	18,448.14
208344	CITY HALL RENOVATION - RETAINA	11,873.95
208346	CITY HALL RENOVATION - RETAINA	11,487.70
	VENDOR TOTAL:	41,809.79
4422-INTERSTATE ENGINEERING, INC		
208357	CITY POOL RECONSTRUCTION	7,431.10
	VENDOR TOTAL:	7,431.10

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
04-SPECIAL PROJECTS			
2212-VAN EWING CONSTRUCTION			
	208341	CITY HALL RENOVATION	350,514.62
	208343	CITY HALL RENOVATION	225,605.12
	208345	CITY HALL RENOVATION	218,266.36
		VENDOR TOTAL:	794,386.10
		DIVISION TOTAL:	1,061,146.20
		DEPARTMENT TOTAL:	1,061,607.41

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
15-ATTORNEY			
15-ATTORNEY			
2312-THOMSON WEST			
	208211	SUBSCRIPTION	867.73
		VENDOR TOTAL:	867.73
		DIVISION TOTAL:	867.73
		DEPARTMENT TOTAL:	867.73

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
4458-EMPLOYMENT TESTING CENTER OF WYOMING		
208159	ETPOCC10, ETONSITE, ETEBT-EBT, ETPOPH	478.00
	VENDOR TOTAL:	478.00
5113-FRONT RANGE CONSULTING, LLC		
208284	SWITCHBACK TRAINING FOR KEY LEADERS	20,250.00
	VENDOR TOTAL:	20,250.00
5143-RYAN SCHROCK		
208203	DRUG AND ALCOHOL TESTING	698.00
	VENDOR TOTAL:	698.00
1804-SIMPSON'S PRINTING		
208202	OFFICER TRADING CARDS	27.50
	VENDOR TOTAL:	27.50
	DIVISION TOTAL:	21,453.50
21-SAFETY		
1511-NORCO INC		
208157	AED	553.11
208158	FIRST AID SUPPLIES	18.88
	VENDOR TOTAL:	571.99
	DIVISION TOTAL:	571.99
	DEPARTMENT TOTAL:	22,025.49

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
26-CUSTOMER SERVICE			
1082-ARROW PRINTING AND GRAPHICS INC			
	208183	BUSINESS CARDS - J ROBERTSON	69.00
		VENDOR TOTAL:	69.00
5215-MIDWEST CONNECT LLC			
	208193	PRINT & MAIL SERVICES 4/15-30/26	721.56
	208194	PRINT & MAIL SERVICES 5/1-15/26	859.97
	208195	PRINT & MAIL SERVICES 5/16-31/26	3,402.16
		VENDOR TOTAL:	4,983.69
1898-ONLINE UTILITY EXCHANGE			
	208120	ONLINE UTILITY EXCHANGE	337.84
		VENDOR TOTAL:	337.84
		DIVISION TOTAL:	5,390.53
34-INFORMATION TECHNOLOGY			
4025-AGOSTO HOLDINGS, LLC			
	208153	ADDT'L GOOGLE WORKSPACE LICENSES FOR FIRE DEPT	9,588.00
	208197	GOOGLE VOICE	3,924.94
		VENDOR TOTAL:	13,512.94
1358-CENTURYLINK			
	208198	TELEPHONE SERVICE	2,886.75
		VENDOR TOTAL:	2,886.75
2625-CHARTER MEDIA			
	208151	INTERNET SERVICE	1,299.00
		VENDOR TOTAL:	1,299.00
1634-DLT SOLUTIONS LLC			
	208154	AUTOCAD	741.64
		VENDOR TOTAL:	741.64
4122-HIGHERGROUND INC			
	208201	HIGHERGROUND CALL RECORDER MAINTENANCE	3,880.17
		VENDOR TOTAL:	3,880.17

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
3895-KNOWBE4 INC			
	208200	END USER SECURITY AWARENESS TRAINING EXTRA LICENSE	1,836.80
		VENDOR TOTAL:	1,836.80
5237-ROUTEWARE, INC.			
	208105	ROUTEWARE	6,048.00
		VENDOR TOTAL:	6,048.00
2070-SOUTHERN COMPUTER WAREHOUSE			
	208452	REPLACEMENT UPS	35,049.86
		VENDOR TOTAL:	35,049.86
1748-THAT EMBROIDERY PLACE			
	208196	UNIFORM SHIRTS	101.76
		VENDOR TOTAL:	101.76
2179-TYLER TECHNOLOGIES INC			
	208155	EERP, EPL, TCM, TYLER PAYMENTS, AMI INTERFACE	569,741.36
		VENDOR TOTAL:	569,741.36
2222-VERIZON WIRELESS			
	208150	CELLULAR SERVICE	8,985.13
		VENDOR TOTAL:	8,985.13
2247-VISIONARY COMMUNICATIONS			
	208199	INTERNET SERVICE	1,446.32
		VENDOR TOTAL:	1,446.32
4988-ZOHO CORPORATION			
	208156	MANAGE ENGINE OP MANAGER	6,079.00
		VENDOR TOTAL:	6,079.00
		DIVISION TOTAL:	651,608.73
		DEPARTMENT TOTAL:	656,999.26

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
2483-CAMPBELL COUNTY SHERIFF			
	208283	APRIL 2026 PRISONER BILLING	5,100.00
		VENDOR TOTAL:	5,100.00
2597-CRAIG FURMAN			
	208266	DUI BLOOD DRAW	75.00
		VENDOR TOTAL:	75.00
3034-DERRIC CULEY			
	208264	DUI BLOOD DRAW	75.00
	208265	DUI BLOOD DRAW	75.00
		VENDOR TOTAL:	150.00
1916-GALLS INC			
	208261	UNIFORMS	95.00
	208262	UNIFORMS - COX	207.00
	208263	UNIFORMS - MUSSELL	315.50
		VENDOR TOTAL:	617.50
5555-MISC EMPLOYEE VENDOR			
	208289	FY25/26 BOOT ALLOWANCE	200.00
	208290	FY25/26 BOOT ALLOWANCE	200.00
	208291	FY25/26 BOOT ALLOWANCE	200.00
	208292	FY25/26 BOOT ALLOWANCE	200.00
	208299	FY25/26 BOOT ALLOWANCE	197.49
		VENDOR TOTAL:	997.49
1804-SIMPSON'S PRINTING			
	208202	OFFICER TRADING CARDS	27.50
		VENDOR TOTAL:	27.50
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL			
	208267	ACADEMY - M MERCHEN	2,050.65
		VENDOR TOTAL:	2,050.65
4865-WYOMING CENTER FOR CLINICAL EXCELLENCE			
	208268	PD COUNSELING	200.00

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
4865-WYOMING CENTER FOR CLINICAL EXCELLENCE		
208269	PD COUNSELING	200.00
208270	PD COUNSELING	200.00
208271	PD COUNSELING	200.00
208272	PD COUNSELING	200.00
208273	PD COUNSELING	200.00
208274	PD COUNSELING	200.00
208275	PD COUNSELING	300.00
208276	PD COUNSELING	200.00
208277	PD COUNSELING	300.00
208278	PD COUNSELING	300.00
208279	PD COUNSELING	200.00
208280	PD COUNSELING	200.00
208281	PD COUNSELING	200.00
208282	PD COUNSELING	300.00
VENDOR TOTAL:		3,400.00
DIVISION TOTAL:		12,418.14
41-DISPATCH		
3933-ERGOFLEX SYSTEMS INC		
208429	PD/IT * DISPATCH STATION 4 FURNITURE * MIKE P	28,914.79
VENDOR TOTAL:		28,914.79
DIVISION TOTAL:		28,914.79
45-ANIMAL SHELTER		
2594-BOMGAARS SUPPLY		
208398	DELIVERY FEE CREDIT	-40.00
VENDOR TOTAL:		-40.00
1381-CITY OF GILLETTE		
208348	ANIMAL CONTROL TNR FACILITY -	2,642.90
208350	ANIMAL CONTROL TNR FACILITY -	2,067.75

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
1381-CITY OF GILLETTE			
	208352	ANIMAL CONTROL TNR FACILITY -	3,878.91
		VENDOR TOTAL:	8,589.56
5186-FALCON CONSTRUCTION, LLC			
	208347	ANIMAL CONTROL TNR FACILITY	50,215.10
	208349	ANIMAL CONTROL TNR FACILITY	39,287.25
	208351	ANIMAL CONTROL TNR FACILITY	73,699.27
		VENDOR TOTAL:	163,201.62
		DIVISION TOTAL:	171,751.18
		DEPARTMENT TOTAL:	213,084.11

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
1040-ALSCO			
	208084	RUG CLEANING	68.64
	208085	RUG CLEANING	45.98
	208086	RUG CLEANING	53.53
	208087	RUG CLEANING	71.33
	208088	RUG CLEANING	22.92
	208090	RUG CLEANING	45.98
	208091	RUG CLEANING	53.53
	208093	RUG CLEANING	71.33
	208098	RUG CLEANING	22.92
		VENDOR TOTAL:	456.16
1077-ARCHITECTURAL SPECIALTIES LLC			
	208171	REPLACE OVERHEAD DOORS ON OLD WASHBAY	411.67
		VENDOR TOTAL:	411.67
1189-BLOEDORN LUMBER GILLETTE			
	208396	BM * DOOR FOR STREETS	1,870.64
		VENDOR TOTAL:	1,870.64
5204-CORBY SHIELDS			
	208167	HVAC PM'S CITY WEST RTU'S	4,184.65
		VENDOR TOTAL:	4,184.65
1844-FARMER BROTHERS COMPANY			
	208149	COFFEE AT CITY HALL	159.14
		VENDOR TOTAL:	159.14
1422-GILLETTE CONTRACTORS SUPPLY INC			
	208416	BM & WT - BOTTLED WATER	416.25
		VENDOR TOTAL:	416.25
1511-NORCO INC			
	208168	CUSTODIAL SUPPLIES	14.67
		VENDOR TOTAL:	14.67

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
1786-SHERWIN WILLIAMS			
	208148	DISPATCH PAINT	58.54
		VENDOR TOTAL:	58.54
4135-TEAM LABORATORY CHEMICAL, LLC			
	208165	WEED SPRAYING	949.00
		VENDOR TOTAL:	949.00
1748-THAT EMBROIDERY PLACE			
	208147	UNIFORMS	440.00
		VENDOR TOTAL:	440.00
		DIVISION TOTAL:	8,960.72
50-PUBLIC WORKS ADMIN			
1764-JLC SIGN SYSTEMS INC			
	208173	MEMORIAL TREE PLAQUES	405.00
		VENDOR TOTAL:	405.00
4148-TERRY SJOLIN			
	208319	SCHEDULING FOR THE FIELDS	825.00
		VENDOR TOTAL:	825.00
1748-THAT EMBROIDERY PLACE			
	208147	UNIFORMS	195.00
		VENDOR TOTAL:	195.00
		DIVISION TOTAL:	1,425.00
51-PARKS			
1040-ALSCO			
	208096	UNIFORM CLEANING	75.87
		VENDOR TOTAL:	75.87
1114-LONG'S PLUMBING & HEATING INC			
	208139	BACKFLOW INSPECTION & REPAIRS	1,231.75
		VENDOR TOTAL:	1,231.75

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
51-PARKS			
55555-MISC EMPLOYEE VENDOR			
	208296	FY25/26 SAFETY BOOT REMIBURSEMENT	100.00
		VENDOR TOTAL:	100.00
1919-PAINTBRUSH SEWER & DRAIN			
	208143	PORTA TOILETS	4,934.56
		VENDOR TOTAL:	4,934.56
1776-SCOTT BROTHERS INC			
	208174	CLOCK LIGHTS AT LITTLE LEAGUE FIELD	1,356.00
		VENDOR TOTAL:	1,356.00
1748-THAT EMBROIDERY PLACE			
	208147	UNIFORMS	594.66
		VENDOR TOTAL:	594.66
		DIVISION TOTAL:	8,292.84
53-FORESTRY			
77777-MISC ONE TIME VENDOR			
	208297	TRAVEL REIMBURSEMENT	126.20
		VENDOR TOTAL:	126.20
		DIVISION TOTAL:	126.20
54-STREETS			
1040-ALSCO			
	208094	UNIFORM CLEANING	70.19
		VENDOR TOTAL:	70.19
5186-FALCON CONSTRUCTION, LLC			
	208140	PREPPED AND POURED SIDEWALK, CURB & GUTTER	3,574.00
	208141	PREPPED AND POURED SIDEWALK, CURB & GUTTER	1,600.00
	208142	PREPPED AND POURED SIDEWALK, CURB & GUTTER	11,400.00
		VENDOR TOTAL:	16,574.00
4239-JOSE GUERRERO			
	208145	SEWER CLEANING	5,902.50
	208146	SEWER CLEANING	5,565.00

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
54-STREETS			
		VENDOR TOTAL:	11,467.50
1264-MCM GENERAL CONTRACTORS			
	208311	ANNUAL TRENCHING AND BORING AG	3,700.50
		VENDOR TOTAL:	3,700.50
1897-ONE CALL OF WYOMING COPR			
	208317	ONE-CALL OF WYOMING	231.00
		VENDOR TOTAL:	231.00
1919-PAINTBRUSH SEWER & DRAIN			
	208144	PORTA TOILETS	265.00
		VENDOR TOTAL:	265.00
		DIVISION TOTAL:	32,308.19
		DEPARTMENT TOTAL:	51,112.95

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
62-TRAFFIC SAFETY		
1911-GADES SALES COMPANY INC		
208204	RADAR SPEEN SIGN BATTERIES	321.89
	VENDOR TOTAL:	321.89
2336-TRAFFIC & PARKING CONTROL COMPANY		
208456	LEGENDViz Dusk Till Dawn, Solar 13/28,TOP,SS, 30",	2,786.25
	VENDOR TOTAL:	2,786.25
	DIVISION TOTAL:	3,108.14
63-PLANNING		
1082-ARROW PRINTING AND GRAPHICS INC		
208184	BUSINESS CARDS - A SMITH, M BREWER	69.00
	VENDOR TOTAL:	69.00
	DIVISION TOTAL:	69.00
64-CODE COMPLIANCE		
1082-ARROW PRINTING AND GRAPHICS INC		
208184	BUSINESS CARDS - A SMITH, M BREWER	69.00
	VENDOR TOTAL:	69.00
	DIVISION TOTAL:	69.00
	DEPARTMENT TOTAL:	3,246.14

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
65-PUBLIC AFFAIRS DEPARTMENT			
32-JUDICIAL			
2747-J. CRAIG ABRAHAM			
	208286	DEFENSE ATTORNEY	1,650.00
		VENDOR TOTAL:	1,650.00
4003-MICHAEL STULKEN			
	208285	DEFENSE ATTORNEY	500.00
		VENDOR TOTAL:	500.00
55555-MISC EMPLOYEE VENDOR			
	208295	TRAVEL REIMBURSEMENT	588.05
		VENDOR TOTAL:	588.05
		DIVISION TOTAL:	2,738.05
		DEPARTMENT TOTAL:	2,738.05
		FUND TOTAL:	2,237,942.59

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
3945-AMERICAN TRACK GENERATIONS LLC			
	208209	RAIL SPUR IMPROVEMENTS	686.15
		VENDOR TOTAL:	686.15
4852-CAMPCO FEDERAL CREDIT UNION			
	208380	SUTHERLAND SUBDIVISION R & O -	38,027.68
		VENDOR TOTAL:	38,027.68
1477-CROELL INC			
	208334	SUTHERLAND SUBDIVISION R & O	722,525.80
		VENDOR TOTAL:	722,525.80
1559-DOWL LLC			
	208362	WESTOVER ROAD RETAINING WALL	1,815.50
		VENDOR TOTAL:	1,815.50
1684-DRM INC			
	208324	HERITAGE LIFT STATION REPLACEM	9,279.49
	208326	FOOTHILLS BOULEVARD DRAINAGE I	265,235.43
		VENDOR TOTAL:	274,514.92
1864-FIRST NATIONAL BANK OF GILLETTE			
	208329	CENTRAL CONTROL PHASE 2 * RETA	2,377.88
		VENDOR TOTAL:	2,377.88
1866-FIRST NORTHERN BANK OF WYOMING			
	208325	HERITAGE LIFT STATION REPLACEM	488.39
	208327	FOOTHILLS BOULEVARD DRAINAGE I	13,959.75
		VENDOR TOTAL:	14,448.14
1450-HDR ENGINEERING INC			
	208358	HERITAGE LIFT STATION REPLACEM	3,426.05
	208478	MADISON LINE CATHODIC PROTECTI	1,590.75
		VENDOR TOTAL:	5,016.80
1560-HLADKY CONSTRUCTION			
	208328	CENTRAL CONTROL PHASE 2	45,179.74
		VENDOR TOTAL:	45,179.74

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
201-1% FUND		
10-ADMINISTRATION		
05-1% OPTIONAL SALES TAX		
1589-HOT IRON		
208330	ECHETA ROAD RECONSTRUCTION	217,760.34
208332	ROSS RICHARDS ALLEY RECONSTRUC	120,730.63
208336	O'HARA DRIVE WATER MAIN	156,192.23
	VENDOR TOTAL:	494,683.20
1754-KLJ ENGINEERING LLC		
208366	COTTONWOOD PARK DRAINAGE REPOR	960.87
208368	HIDDEN VALLEY SANITARY SEWER I	3,434.25
208372	REMINGTON DRAINAGE IMPROVEMENT	2,089.83
208374	BUTLER SPAETH & 6TH STREET SEW	10,296.39
208377	WARREN AVE WATER MAIN REPLACEM	34,835.33
	VENDOR TOTAL:	51,616.67
1312-MORRISON MAIERLE INC		
208360	FOOTHILLS DRAINAGE IMPROVEMENT	22,988.00
	VENDOR TOTAL:	22,988.00
4226-NATHAN G STEINER		
208361	SHOSHONE AVE BEAUTIFICATION	2,176.35
208369	ANTELOPE VALLEY PLAYGROUND	4,152.95
	VENDOR TOTAL:	6,329.30
1958-PCA ENGINEERING INC		
208363	IRRIGATION CENTRAL CONTROL PHA	1,236.10
208365	ECHETA ROAD RECONSTRUCTION	4,041.54
208370	ANTELOPE VALLEY ROAD MAINTENAN	12,919.05
208371	SPRUCE & KLUVER SURFACING	1,908.78
208373	2026 ASPHALT POTHOLE REPAIR PR	8,206.95
	VENDOR TOTAL:	28,312.42
2020-PLANT SHACK		
208118	ADOTA PLANTER FLOWERS	197.00
208451	PARKS * 2026 FLOWER ORDER * JANIE	30,685.68
	VENDOR TOTAL:	30,882.68

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
5064-RVE, INC			
	208121	FINAL MASTER PLAN UPDATES & REPORT FOR SHOSHONE AV	3,572.50
	208477	4J ROAD IRRIGATION PHASE 2A	2,453.75
		VENDOR TOTAL:	6,026.25
1779-SECURITY STATE BANK			
	208331	ECHETA ROAD RECONSTRUCTION - R	11,461.07
	208333	ROSS RICHARDS ALLEY RECONSTRUC	6,354.24
	208337	O'HARA DRIVE WATER MAIN - RETA	8,220.64
		VENDOR TOTAL:	26,035.95
3623-STRUCTURAL DYNAMICS LLC			
	208378	2026 GURLEY OVERPASS BRIDGE DE	25,427.83
		VENDOR TOTAL:	25,427.83
2363-WWC ENGINEERING			
	208367	SUTHERNLAND SUBDIVISION R & O	17,979.75
	208376	RC RANCH N MILL AND OVERLAY	4,881.00
		VENDOR TOTAL:	22,860.75
		DIVISION TOTAL:	1,819,755.66
		DEPARTMENT TOTAL:	1,819,755.66
		FUND TOTAL:	1,819,755.66

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
1684-DRM INC			
	208322	GRWSP PRIORITY V (AIRPORT/MEAN	99,088.29
		VENDOR TOTAL:	99,088.29
1866-FIRST NORTHERN BANK OF WYOMING			
	208323	GRWSP PRIORITY V (AIRPORT/MEAN	5,215.17
		VENDOR TOTAL:	5,215.17
1821-IT OUTLET INC			
	208440	REGIONAL WATER & WWTF NETWORK HARDWARE	11,541.50
		VENDOR TOTAL:	11,541.50
1312-MORRISON MAIERLE INC			
	208355	GRWSP - PH 5 DISTRICT EXT	10,904.00
	208356	GILLETTE REGIONAL WATER SUPPLY	1,814.32
	208375	RED HILLS TANK PROJECT	17,182.00
		VENDOR TOTAL:	29,900.32
		DIVISION TOTAL:	145,745.28
		DEPARTMENT TOTAL:	145,745.28
		FUND TOTAL:	145,745.28

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
70-UTILITIES ADMINISTRATION		
55555-MISC EMPLOYEE VENDOR		
208294	TRAVEL REIMBURSEMENT	246.84
	VENDOR TOTAL:	246.84
	DIVISION TOTAL:	246.84
76-SCADA		
1044-AMERI-TECH EQUIPMENT COMPANY		
208381	VM/SCADA * UTILITY * CASEY	18,341.95
	VENDOR TOTAL:	18,341.95
	DIVISION TOTAL:	18,341.95
	DEPARTMENT TOTAL:	18,588.79
	FUND TOTAL:	18,588.79

Expenditure Approval Report
Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
1040-ALSCO		
208089	UNIFORM CLEANING	15.39
208095	UNIFORM CLEANING	46.92
	VENDOR TOTAL:	62.31
2434-AMERICAN WELDING & GAS INC		
208119	CYLINDER RENT	39.41
	VENDOR TOTAL:	39.41
1748-THAT EMBROIDERY PLACE		
208147	UNIFORMS	368.31
	VENDOR TOTAL:	368.31
	DIVISION TOTAL:	470.03
	DEPARTMENT TOTAL:	470.03
	FUND TOTAL:	470.03

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
3656-BAKER HUGHES, A GE COMPANY, LLC			
	208101	MADISON M11	2,750.00
		VENDOR TOTAL:	2,750.00
2561-BURLINGTON NORTHERN SANTA FE			
	208190	LEASE	1,487.56
		VENDOR TOTAL:	1,487.56
1381-CITY OF GILLETTE			
	208309	PS #1 UPGRADES BULK CONSTRUCTION WATER	158.91
		VENDOR TOTAL:	158.91
1705-DYKMAN ELECTRICAL INC			
	208189	DOOR REPLACEMENT	700.03
	208428	WATER * VFD * DAVID	66,401.21
		VENDOR TOTAL:	67,101.24
4864-EDI MENDOZA			
	208114	CONCRETE REPAIRS	6,050.00
		VENDOR TOTAL:	6,050.00
5205-FERGUSON US HOLDINGS, INC			
	208432	WATER * EZ LYFT * ELI	700.00
		VENDOR TOTAL:	700.00
1422-GILLETTE CONTRACTORS SUPPLY INC			
	208416	BM & WT - BOTTLED WATER	416.25
	208424	WATER - MILWAUKEE * HOWARD	346.62
		VENDOR TOTAL:	762.87
4882-GOVEN'S FARM AND RANCH SUPPLY INC			
	208437	WATER - PANEL TRAILER * ELI	2,082.40
		VENDOR TOTAL:	2,082.40
1450-HDR ENGINEERING INC			
	208359	30" MADISON WATERLINE REPAIR	9,746.25
		VENDOR TOTAL:	9,746.25

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
1821-IT OUTLET INC			
	208440	REGIONAL WATER & WWTF NETWORK HARDWARE	15,517.25
		VENDOR TOTAL:	15,517.25
4460-MATCOR, INC			
	208185	ANNUAL CP SURVEY	9,900.00
		VENDOR TOTAL:	9,900.00
1293-MILLBORN SEEDS INC			
	208103	LCRR SERVICE LINE POTHOLING IN YARDS	3,020.00
	208104	DRYLAND PASTURE MIX	3,360.00
		VENDOR TOTAL:	6,380.00
5555-MISC EMPLOYEE VENDOR			
	208293	FY25/26 SEASONAL BOOT ALLOWANCE	100.00
		VENDOR TOTAL:	100.00
1312-MORRISON MAIERLE INC			
	208210	AWIA COMPLIANCE	12,234.00
		VENDOR TOTAL:	12,234.00
1897-ONE CALL OF WYOMING COPR			
	208317	ONE-CALL OF WYOMING	231.00
		VENDOR TOTAL:	231.00
2005-PETE LIEN & SONS INC			
	208188	CONCRETE	886.50
		VENDOR TOTAL:	886.50
3690-PRO WINDMILL INC			
	208107	PEST SPRAYING AT MADISON PUMP STATION	250.00
		VENDOR TOTAL:	250.00
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	208178	F-BLOWOUT VAVLE REPLACEMENT	1,779.13
	208182	E-VFD CHANGE PUMP STATION #2	2,045.95
		VENDOR TOTAL:	3,825.08

Expenditure Approval Report
Check Approval Date of 06/16/2026



Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
1766-SARGENT DRILLING COMPANY			
	208108	M10 REPAIRS	36,764.95
	208109	REPAIRS M9	94,855.08
VENDOR TOTAL:			131,620.03
1802-SIMON CONTRACTORS			
	208106	AWIA COMPLIANCE	4,713.23
	208113	AWIA COMPLIANCE	2,788.98
	208186	AWIA COMPLIANCE	1,738.09
	208187	AWIA COMPLIANCE	3,199.27
VENDOR TOTAL:			12,439.57
DIVISION TOTAL:			284,222.66
77-SWIMMING POOL			
1999-HAWKINS INC			
	208112	CHEMICALS	27.44
VENDOR TOTAL:			27.44
1511-NORCO INC			
	208110	CLEANING SUPPLIES	487.92
	208111	CLEANING SUPPLIES	40.93
VENDOR TOTAL:			528.85
DIVISION TOTAL:			556.29
DEPARTMENT TOTAL:			284,778.95
FUND TOTAL:			284,778.95

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
1397-COLLINS COMMUNICATIONS INC		
208191	PROGRAM RADIO UNIT 19	75.00
	VENDOR TOTAL:	75.00
1264-MCM GENERAL CONTRACTORS		
208310	ANNUAL TRENCHING AND BORING AG	444.75
208312	ANNUAL TRENCHING AND BORING AG	1,607.50
208313	ANNUAL TRENCHING AND BORING AG	3,131.00
208314	ANNUAL TRENCHING AND BORING AG	13,537.37
208315	ANNUAL TRENCHING AND BORING AG	45,647.55
208316	ANNUAL TRENCHING AND BORING AG	55,237.06
208475	ANNUAL TRENCHING AND BORING AG	1,377.70
	VENDOR TOTAL:	120,982.93
1897-ONE CALL OF WYOMING COPR		
208317	ONE-CALL OF WYOMING	231.00
	VENDOR TOTAL:	231.00
2071-PROELECTRIC INC		
208318	ANNUAL MISCELLANEOUS ELECTRICAL	6,653.75
208480	ANNUAL MISCELLANEOUS ELECTRICAL	1,741.08
	VENDOR TOTAL:	8,394.83
2302-WESTERN UNITED ELECTRIC SUPPLY CORPORATION		
208192	MONTHLY GLOVE TESTING	936.59
	VENDOR TOTAL:	936.59
	DIVISION TOTAL:	130,620.35
	DEPARTMENT TOTAL:	130,620.35
	FUND TOTAL:	130,620.35

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
1040-ALSCO		
208092	UNIFORM CLEANING	223.09
208099	UNIFORM CLEANING	222.37
	VENDOR TOTAL:	445.46
1077-ARCHITECTURAL SPECIALTIES LLC		
208163	REPAIRS	318.00
	VENDOR TOTAL:	318.00
1182-BLACK CAT CONSTRUCTION LLC		
208162	MANHOLE DIAMONDS REPAIR	20,935.00
	VENDOR TOTAL:	20,935.00
3904-CBH CO-OP		
208409	WASTEWATER * DIESEL	3,599.40
	VENDOR TOTAL:	3,599.40
1792-ENERGY LABORATORIES INC		
208161	TESTING	162.30
	VENDOR TOTAL:	162.30
1450-HDR ENGINEERING INC		
208364	WWTP PHASE II PROJECTS	3,925.00
	VENDOR TOTAL:	3,925.00
1821-IT OUTLET INC		
208440	REGIONAL WATER & WWTF NETWORK HARDWARE	5,739.25
	VENDOR TOTAL:	5,739.25
4239-JOSE GUERRERO		
208160	SANDING METAL SIGN FOR BUILDING 100	795.00
	VENDOR TOTAL:	795.00
1897-ONE CALL OF WYOMING COPR		
208317	ONE-CALL OF WYOMING	231.00
	VENDOR TOTAL:	231.00
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION		
208164	A/C REPAIRS IN SCALE HOUSE	401.81

Expenditure Approval Report
Check Approval Date of 06/16/2026



Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION			
208206	A/C REPAIRS AT SCALE HOUSE		150.00
VENDOR TOTAL:			551.81
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
208181	E-WW DIGESTER PUMP FEED REPAIR		5,721.78
VENDOR TOTAL:			5,721.78
5225-ROTOCHOPPER INC			
208207	PARTS		180.47
VENDOR TOTAL:			180.47
2263-WASTE CONNECTIONS OF WYOMING			
208205	MAY 2026 DUMP ROLLOFF		710.40
VENDOR TOTAL:			710.40
2406-XEROX CORPORATION			
208212	COPIER METER USAGE		50.96
VENDOR TOTAL:			50.96
DIVISION TOTAL:			43,365.83
DEPARTMENT TOTAL:			43,365.83
FUND TOTAL:			43,365.83

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
1077-ARCHITECTURAL SPECIALTIES LLC			
	208170	REPLACE DOOR ON OLD WASHBAY	3,410.86
		VENDOR TOTAL:	3,410.86
4550-BIGHORN MOUNTAIN ELECTRIC LLC			
	208169	REPLACE BREAKER ON CITY WEST EMERGENCY PANEL	210.00
		VENDOR TOTAL:	210.00
		DIVISION TOTAL:	3,620.86
		DEPARTMENT TOTAL:	3,620.86
		FUND TOTAL:	3,620.86

Expenditure Approval Report
Check Approval Date of 06/16/2026



Invoice Number		Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
1447-ANIXTER POWER SOLUTIONS			
208382	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 120/208		22,670.61
208383	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 120/208		61,408.01
208384	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 120/208		18,304.29
208386	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 120/208		18,304.29
208387	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 277/480		29,455.98
208388	ELECTRICAL INVENTORY TRANSFORMERS 3 PHASE 277/480		40,422.20
208389	ELECTRICAL INVENTORY		3,884.90
208390	ELECTRICAL INVENTORY		161.28
208391	WATER WAREHOUSE INVENTORY		411.00
208392	ELECTRICAL WAREHOUSE INVENTORY		94.00
208393	ELECTRICAL INVENTORY		88.32
208394	WATER INVENTORY		385.44
		VENDOR TOTAL:	195,590.32
1197-BORDER STATES ELECTRIC			
208400	ELECTRICAL INVENTORY		413.54
208402	ELECTRICAL INVENTORY		220.00
208403	ELECTRICAL INVENTORY		329.12
208404	ELECTRICAL INVENTORY		253.00
208405	ELECTRICAL INVENTORY		481.33
208406	ELECTRICAL INVENTORY		111.80
208407	ELECTRICAL INVENTORY		128.00
208408	ELECTRICAL INVENTORY		1,628.00
		VENDOR TOTAL:	3,564.79
2852-CORE & MAIN			
208427	WATER INVENTORY		62.15
		VENDOR TOTAL:	62.15
5205-FERGUSON US HOLDINGS, INC			
208430	WATER INVENTORY		2,509.48
208431	WATER INVENTORY		73.19

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
5205-FERGUSON US HOLDINGS, INC		
208433	WATER INVENTORY	29.29
	VENDOR TOTAL:	2,611.96
1870-FLAGSHOOTER LLC		
208434	WATER INVENTORY WAREHOUSE	338.07
	VENDOR TOTAL:	338.07
1422-GILLETTE CONTRACTORS SUPPLY INC		
208410	WATER INVENTORY	372.20
208411	PARKS INVENTORY	21.44
208412	STREETS INVENTORY	2,450.00
208413	WASTEWATER INVENTORY WAREHOUSE	273.96
208414	WATER INVENTORY WAREHOUSE	30.96
208415	WATER INVENTORY WAREHOUSE	294.96
208417	WATER WAREHOUSE INVENTORY	38.46
208418	ELECTRICAL INVENTORY	52.10
208419	PARKS INVENTORY	393.24
208420	WATER INVENTORY	4,222.14
208421	PARKS INVENTORY	167.10
208422	PARKS INVENTORY	1.50
208423	WATER INVENTORY	444.62
208425	PARKS WAREHOUSE INVENTORY	1,587.39
208426	WATER WAREHOUSE INVENTORY	188.28
	VENDOR TOTAL:	10,538.35
1947-GILLETTE WINNELSON COMPANY		
208435	WATER INVENTORY	52.08
208436	WATER INVENTORY	651.03
	VENDOR TOTAL:	703.11

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
5234-HERITAGE LANDSCAPE SUPPLY GROUP INC		
208438	PARKS INVENTORY	390.00
	VENDOR TOTAL:	390.00
1479-NEWMAN SIGNS INC		
208444	TRAFFIC INVENTORY	1,692.00
	VENDOR TOTAL:	1,692.00
2198-STUART C. IRBY CO		
208453	ELECTRICAL WAREHOUSE INVENTORY	117.00
208454	ELECTRICAL WAREHOUSE INVENTORY	494.45
208455	ELECTRICAL INVENTORY	99.00
	VENDOR TOTAL:	710.45
2336-TRAFFIC & PARKING CONTROL COMPANY		
208457	TRAFFIC SAFETY WAREHOUSE	719.80
	VENDOR TOTAL:	719.80
2339-TRAFFIC SIGNAL CONTROLS INC		
208458	TRAFFIC INVENTORY	30,425.00
	VENDOR TOTAL:	30,425.00
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
208461	ELECTRICAL INVENTORY	26.44
	VENDOR TOTAL:	26.44
2289-WESCO DISTRIBUTION INC		
208463	TRAFFIC SAFETY WAREHOUSE	99.12
208464	ELECTRICAL WAREHOUSE INVENTORY	206.00
208465	ELECTRICAL INVENTORY	93.48
208466	ELECTRICAL INVENTORY	548.00
	VENDOR TOTAL:	946.60
	DIVISION TOTAL:	248,319.04
	DEPARTMENT TOTAL:	248,319.04

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
1040-ALSCO			
	208097	RUG CLEANING	34.98
	208100	RUG CLEANING	34.98
		VENDOR TOTAL:	69.96
		DIVISION TOTAL:	69.96
		DEPARTMENT TOTAL:	69.96
		FUND TOTAL:	248,389.00

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
00-UNDEFINED			
00-UNDEFINED			
1575-HOMAX OIL			
	208439	VM INVENTORY	622.20
		VENDOR TOTAL:	622.20
5130-JENNER EQUIPMENT CO			
	208441	VM INVENTORY	496.79
		VENDOR TOTAL:	496.79
4462-JOE JOHNSON EQUIPMENT, LLC			
	208442	VM INVENTORY	428.00
	208443	VM INVENTORY	428.00
		VENDOR TOTAL:	856.00
5019-TRANSOURCE TRUCK & EQUIPMENT			
	208459	VM INVENTORY	4,892.53
	208460	VM INVENTORY	243.77
		VENDOR TOTAL:	5,136.30
2213-VARITECH INDUSTRIES INC			
	208462	VM INVENTORY	812.24
		VENDOR TOTAL:	812.24
		DIVISION TOTAL:	7,923.53
		DEPARTMENT TOTAL:	7,923.53

Expenditure Approval Report

Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
3622-ABSOLUTE AUTO, LLC			
	208213	PARTS	19.75
		VENDOR TOTAL:	19.75
1040-ALSCO			
	208260	UNIFORM CLEANING	140.91
		VENDOR TOTAL:	140.91
4213-BEAR COMMUNICATIONS INC			
	208217	PARTS	1,114.00
		VENDOR TOTAL:	1,114.00
5166-BEGG BOROUGH STEEL, LLC			
	208135	PARTS	42.45
		VENDOR TOTAL:	42.45
1167-BIG HORN TIRE INC			
	208243	TIRES	196.89
	208244	TIRES	565.36
	208245	TIRES	66.90
	208246	TIRES	35.56
		VENDOR TOTAL:	864.71
2594-BOMGAARS SUPPLY			
	208127	PARTS	35.35
		VENDOR TOTAL:	35.35
1525-CUMMINS ROCKY MOUNTAIN INC			
	208218	REPAIRS	18,921.86
		VENDOR TOTAL:	18,921.86
3862-DADS TRUCK AND AUTO LLC			
	208132	TOW VEHICLE	125.00
		VENDOR TOTAL:	125.00
1860-FIRST CLASS AUTO			
	208214	VEHICLE REPAIRS	5,130.56
		VENDOR TOTAL:	5,130.56

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2645-GREINER MOTOR COMPANY		
208224	PARTS	67.30
208225	PARTS	164.45
208226	PARTS	138.00
208227	PARTS	464.72
208228	PARTS	1,257.88
208241	PARTS	68.08
208242	PARTS	651.84
VENDOR TOTAL:		2,812.27
3398-JACK'S TRUCK CENTER INC		
208220	PARTS	12.20
VENDOR TOTAL:		12.20
4462-JOE JOHNSON EQUIPMENT, LLC		
208133	PARTS	3,864.63
208134	PARTS	626.87
VENDOR TOTAL:		4,491.50
1758-KAREN'S DELIVERY SERVICE		
208136	DELIVERY FROM JENNER	35.00
208137	DELIVERY FROM DAKOTA RENTAL	25.00
VENDOR TOTAL:		60.00
5213-PARTSONE WYOSD LLC		
208122	PARTS	42.66
208124	PARST	338.97
208248	PARTS	11.92
208249	PARTS	208.98
208252	PARTS	204.75
208253	PARTS	134.04
208254	PARTS	1,053.99
208255	PARTS	227.69
208256	PARTS	6.80

Expenditure Approval Report

Check Approval Date of 06/16/2026



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5213-PARTSONE WYOSD LLC		
208257	PARTS	14.27
208258	PARTS	42.01
208259	PARTS	11.24
	VENDOR TOTAL:	2,297.32
4967-RDO EQUIPMENT CO		
208128	PARTS	919.89
208129	RETURN PARTS	-75.00
	VENDOR TOTAL:	844.89
2315-THUNDER BASIN FORD LLC		
208138	REPAIRS	8,910.15
208221	PARTS	407.55
208222	PARTS	40.84
208223	PARTS	126.34
	VENDOR TOTAL:	9,484.88
5019-TRANSOURCE TRUCK & EQUIPMENT		
208126	PARTS	2,255.48
	VENDOR TOTAL:	2,255.48
2261-WARNE CHEMICAL & EQUIPMENT CO		
208131	PARTS	826.00
	VENDOR TOTAL:	826.00
2289-WESCO DISTRIBUTION INC		
208216	PORTABLE LED SPOT	531.32
	VENDOR TOTAL:	531.32
2309-WHITE'S FRONTIER MOTORS		
208125	PARTS	70.37
208247	PARTS	8.71
	VENDOR TOTAL:	79.08
	DIVISION TOTAL:	50,089.53

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
37-VEHICLE REPLACEMENT			
3182-EATON SALES & SERVICE LLC			
	208215	ANNUAL FUEL TANK TESTING	810.50
		VENDOR TOTAL:	810.50
1511-NORCO INC			
	208219	MAY 2026 CYLINDER RENT	43.71
		VENDOR TOTAL:	43.71
5203-TEAMCO INC.			
	208474	BODY UPFIT FOR VM SERVICE TRUCK	101,392.07
		VENDOR TOTAL:	101,392.07
2400-WYOMING WATER SOLUTIONS			
	208130	REVERSE OSMOSIS FILTERS	184.97
		VENDOR TOTAL:	184.97
		DIVISION TOTAL:	102,431.25
		DEPARTMENT TOTAL:	152,520.78
		FUND TOTAL:	160,444.31

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND			
25-FINANCE			
38-LIABILITY INSURANCE			
3023-HUB INTERNATIONAL MOUNTAIN STATES LIMITED			
	208115	BOND RENEWAL - C RINGER, JUDGE	100.00
	208116	BOND RENEWAL - A GEE, JUDGE	100.00
		VENDOR TOTAL:	200.00
2033-POWDER RIVER CONSTRUCTION			
	208166	REPLACE WALL ON OLD SALT SHED	22,800.00
		VENDOR TOTAL:	22,800.00
		DIVISION TOTAL:	23,000.00
		DEPARTMENT TOTAL:	23,000.00
		FUND TOTAL:	23,000.00
		GRAND TOTAL:	5,116,721.65

Expenditure Approval Report
Check Approval Date of 06/03/2026



Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
3379-BLACK HILLS ENERGY			
	207426	NATURAL GAS - 13144 HIGHWAY 51	32.85
VENDOR TOTAL:			32.85
DIVISION TOTAL:			32.85
DEPARTMENT TOTAL:			32.85
FUND TOTAL:			32.85

Expenditure Approval Report

Check Approval Date of 06/03/2026



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2432-WYOMING DEPT OF TRANSPORTATION		
207428	TRANSFER PLATE	2.00
	VENDOR TOTAL:	2.00
	DIVISION TOTAL:	2.00
	DEPARTMENT TOTAL:	2.00
	FUND TOTAL:	2.00
	GRAND TOTAL:	34.85

Expenditure Approval Report
Check Approval Date of 06/08/2026



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2432-WYOMING DEPT OF TRANSPORTATION		
208308	TRANSFER PLATE	2.00
	VENDOR TOTAL:	2.00
	DIVISION TOTAL:	2.00
	DEPARTMENT TOTAL:	2.00
	FUND TOTAL:	2.00
	GRAND TOTAL:	2.00

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
66666-MISC P-CARD VENDOR			
	207437	CATERING - BUDGET MEETING - AGENCY FUNDIN	554.00
	207721	CHILDREN'S MEMORIAL CEREMONY - BUTTERFLIES	315.75
	207844	MAYOR LUNDVALL - NUCLEAR ENERGY FORUM - LARAMIE -	190.97
	207861	CATERING - BUDGET WORKSHOP #3	842.00
	207862	CATERING - BUDGET WORKSHOP #3	-24.00
	207940	MAYOR LUNDVALL - ENERGY FORUM, LARAMIE - HOTEL REF	-21.97
	207941	MAYOR LUNDVALL - HOTEL IN RAPID FOR FLIGHT TO ECA	137.70
	208023	MAYOR LUNDVALL - ECA FORUM AUGUSTA, GA HOTEL - WIL	629.64
VENDOR TOTAL:			2,624.09
DIVISION TOTAL:			2,624.09
02-ADMINISTRATION			
1334-CASPER STAR TRIBUNE			
	207668	CASPER STAR TRIBUNE SUBSCRIPTION	33.99
VENDOR TOTAL:			33.99
66666-MISC P-CARD VENDOR			
	207629	CHILDREN'S MEMORIAL PLANNING MTG - ANGELA, COLLINS	145.65
	207883	LUNCH - STAFF BUDGET MEETINGS - MIKE, MICHELLE, JE	35.48
VENDOR TOTAL:			181.13
DIVISION TOTAL:			215.12
04-SPECIAL PROJECTS			
66666-MISC P-CARD VENDOR			
	207435	MATERIALS FOR GATE/ FENCE AT ENZI	34.35
	207447	4TE*CULLIGAN OF GILLETTE WELLNESS WATER	60.00
	207903	ENZI HARDWARE FOR CABLE BLOCKAGE	23.93
	207904	ENZI HARDWARE FOR CABLE BLOCKAGE	17.18
	207934	ENZI BASE ANCHORS	25.27
	207935	ENZI MATERIALS BASE ANCHORS	19.74

Expenditure Approval Report

Check Approval Date of 04/30/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
04-SPECIAL PROJECTS			
66666-MISC P-CARD VENDOR			
	208049	4TE*CULLIGAN OF GILLETTE WELLNESS WATER	48.00
		VENDOR TOTAL:	228.47
		DIVISION TOTAL:	228.47
		DEPARTMENT TOTAL:	3,067.68

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
20-HUMAN RESOURCES		
20-HUMAN RESOURCES		
66666-MISC P-CARD VENDOR		
207483	CONCENTRA INC PD TESTING	397.00
207504	INNOVATIVE CREDIT SOLUTIO CREDIT REPORT	25.00
207525	SMILING MOOSE -GILLETTE LUNCH MEETING	50.52
207580	OFFICE DEPOT #2635 OFFICE SUPPLIES	94.85
207653	BS TAQUERIA LUNCH	21.82
207654	TURKEY AND THE WOLF DINNER	19.26
207655	UBER *TRIP TAXI	28.72
207656	UBER *TRIP	25.14
207657	BS TAQUERIA LUNCH	20.22
207698	FULTON COFFEE	10.26
207699	CAFE LOLA 3 BREAKFAST	25.91
207700	IVAN RAMEN	38.51
207701	POMA VENETIAN lunch	11.37
207702	FULTON COFFEE LUNCH	10.10
207703	CAFE LOLA 3 BREAKFAST	27.14
207704	P.F.CHANG'S 8700 POS DINNER	59.91
207780	VENETIAN/PALAZZO FRT D HOTEL	592.96
207781	BRERA OSTERIA LUNCH	50.71
207782	HOWLIN RAYS DINNER	27.92
207783	TST*DONUTIQUE BREAKFAST	19.12
207784	SNOOZE BREAKFAST JADE & WARRIE	60.65
207785	UBER *TRIP	7.99
207786	UBER *TRIP	39.97
207787	RAPIDCITYREGIONALAIRPORT	48.00
207788	HARRAH'S HOTEL LAS VEGAS HOTEL FOR CONFERENCE	711.84
207789	SQ *V TAXIS LLC	38.40
207790	CHAYO MEXICAN LAS VEGAS DINNER	52.31

Expenditure Approval Report

Check Approval Date of 04/30/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
20-HUMAN RESOURCES			
20-HUMAN RESOURCES			
66666-MISC P-CARD VENDOR			
	207791	RAPIDCITYREGIONALAIRPORT PARKING	70.00
		VENDOR TOTAL:	2,585.60
		DIVISION TOTAL:	2,585.60
21-SAFETY			
66666-MISC P-CARD VENDOR			
	207560	SQ *THE LOCAL SAFETY COMMITTEE LUNCH TAX RETURN	-2.84
	207561	SQ *THE LOCAL SAFETY COMMITTEE MEETING	-0.58
	207880	UNITED 0162393980382 - ASSP CONFERENCE AIRLIN	1,277.31
	207881	UNITED 0164388057355 - ASSP CONFERENCE AIRLIN	29.01
	207882	UNITED 0164388057356 - ASSP CONFERENCE AIRLIN	26.86
	207952	LYFT *RIDE TUE 3PM - ASSP CONFERENCE RIDE FROM A	36.79
	207953	MCDONALD'S F13570 - ASSP CONFERENCE	10.54
	207963	TST*VINNYS NY PIZZA - MI ASSP CONFERENCE MEALS	19.84
	207964	UNITED 0164389545681 - ASSP CONFERENCE BAGGAG	50.00
	208015	PEACHTREE HOTEL ATLANT - ASSP CONFERENCE ACCOMODAT	467.40
	208016	UNITED 0164390387949 - ASSP CONFERENCE BAGGAG	50.00
	208017	TST*VINNYS NY PIZZA - MI - ASSP CONFERENCE MEALS	24.13
	208018	TST* T.G.I. FRIDAY'S - AT ASSP CONFERENCE MEALS	9.62
	208019	ARBYS 6791 - ASSP CONFERENCE MEALS	13.90
	208020	RAPIDCITYREGIONALAIRPORT - ASSP CONFERENCE PARKING	72.00
	208021	LYFT *RIDE FRI 11AM ASSP CONFERENCE RIDE BACK TO	31.15
		VENDOR TOTAL:	2,115.13
		DIVISION TOTAL:	2,115.13
		DEPARTMENT TOTAL:	4,700.73

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
25-FINANCE			
66666-MISC P-CARD VENDOR			
	207467	FORMS FULFILLMENT CENTER A/P & PAYROLL CHECK STOCK	1,101.72
	207508	NGMA TRAINING - CHEYENNE	719.00
	207568	UNITED 0164385421037 TYLER CONNECT CONF. BAGG	40.00
	207569	UBER *TRIP TYLER CONNECT TRAVEL FROM AIRPORT TO	19.92
	207582	UNITED 0164385626701 TYLER CONNECT BAGGAGE FE	40.00
	207583	MAINSTAY SUITES WY074 TYLER CONNECT CONF. HOTEL LI	94.07
	207584	PANDA CONC A (DENVER) TYLER CONNECT CONF. MEAL LIN	15.42
	207585	UBER *TRIP TYLER CONNECT CONF. RIDE TO HOTEL FRO	18.17
	207591	SQ *THREE SISTERS CAFE AWWA RATE SETTING LUNCH	26.24
	207601	VENETIAN/PALAZZO RM TYLER CONNECT CONF. HOTEL AMAN	1,042.96
	207602	IN-SUITE DINING EC TYLER CONNECT MEAL	62.61
	207630	UBER *TRIP TIP FOR TRAVEL TO HOTEL FROM AIPORT T	5.00
	207635	TST* GUARD AND GRACE DENV AWWA RATE SETTING DENVER	209.02
	207641	VENETIAN/PALAZZO FRT D HOTEL TYLER CONFERENCE AMAN	62.36
	207669	STARBUCKS II TYLER CONNECT CONF. MEAL LINDSEY	18.21
	207670	HOFBRAUHAUS LAS VEGAS TYLER CONNECT CONF. DINNER L	32.91
	207678	THE MAGNOLIA HOTEL AWWA RATE SETTING SEMINAR MICHE	553.29
	207679	CHICK-FIL-A #03676 AWWA RATE SETTING DENVER MEAL	20.09
	207686	RFC LAS VEGAS TYLER CONNECT CONF. MEAL AMANDA	33.49
	207687	STARBUCKS I TYLER CONNECT CONF. MEAL AMANDA	27.05
	207688	STARBUCKS V LOBBY TYLER CONNECT CONF. MEAL AMANDA	11.65
	207722	VENETIAN/PALAZZO FRT D TYLER CONNECT CONF. HOTEL L	592.96
	207723	UNITED 0164386709320 TYLER CONNECT CONF. FLIG	26.86
	207724	STARBUCKS II TYLER CONNECT CONF. MEAL LINDSEY	10.13
	207725	DEN PUBLIC PARKING TYLER CONNECT CONF. PARKING LIN	7.00
	207726	UNITED 0164386448205 TYLER CONNECT CONF. BAGG	50.00
	207727	BLACK TAP BAR TYLER CONNECT CONF. MEAL LINDSEY	46.56
	207728	STARBUCKS II TYLER CONNECT CONF. MEAL LINDSEY	9.92
	207729	AUNTIE ANNE'S NV103 TYLER CONNECT CONF. MEAL LINDS	18.73

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
25-FINANCE			
66666-MISC P-CARD VENDOR			
207730	UBER	*TRIP TYLER CONNECT CONF. TRAVEL TO AIRPORT	27.98
207753	UNITED	0164371364771 TYLER CONNECT SEAT FEE R	-64.49
207754	STARBUCKS V LOBBY	TYLER CONNECT CONFERENCE MEAL AM	11.65
207755	UA INFLT	0164386727041 TYLER CONNECT CONF. FLIG	8.00
207756	STARBUCKS V LOBBY	TYLER CONNECT CONFERENCE MEAL AM	27.05
207757	STARBUCKS V LOBBY	TYLER CONNECT CONFERENCE MEAL AM	18.32
207758	UNITED	0164386448988 TYLER CONNECT BAGGAGE FE	50.00
207759	AUNTIE ANNE'S NV103	TYLER CONNECT CONFERENCE MEAL	21.66
207813	UBER	*TRIP TYLER CONNECT CONF. TRAVEL TO AIRPORT	7.00
207830	VENETIAN/PALAZZO FRT D	TYLER CONNECT HOTEL AMANDA	-450.00
207987	UNITED	0164385626701 TYLER CONNECT CONF. BAGG	-40.00
207998	UNITED	0164386448988 BAGGAGE REFUND TYLER CON	-50.00
207999	UNITED	0164371364770 TYLER CONNECT CONF. FLIG	-42.99
208000	UNITED	0162392330864 TYLER CONNECT CONF. FLIG	-101.86
208024	UNITED	0164386709320 TYLER CONNECT CONF. FLIG	-26.86
208025	UNITED	0162392331096 TYLER CONNECT FLIGHT REF	-117.29
VENDOR TOTAL:			4,193.51
DIVISION TOTAL:			4,193.51
26-CUSTOMER SERVICE			
66666-MISC P-CARD VENDOR			
207562	UNITED	0164385270134 TYLER CONNECT BAGGAGE FE	40.00
207563	FAT SULLYS - FOOD COU	TYLER CONNECT CONF. MEAL JAN	10.10
207564	UBER	*TRIP TYLER CONNECT CONF. TRAVEL TO HOTEL F	35.95
207589	VENETIAN/PALAZZO RM	TYLER CONNECT CONF. HOTEL JANE	860.88
207633	VENETIAN/PALAZZO FRT D	TYLER CONNECT CONF. HOTEL J	88.48
207672	PALM LAS VEGAS	TYLER CONNECT CONF. MEAL JANET & LI	70.22
207673	RFC LAS VEGAS	TYLER CONNECT CONF. MEAL JANET	48.41
207674	UNITED	0162391934579 TYLER CONNECT CONF. FLIG	92.00
207675	HOFBRAUHAUS LAS VEGAS	TYLER CONNECT CONF. MEAL JAN	27.45

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
26-CUSTOMER SERVICE			
66666-MISC P-CARD VENDOR			
	207740	GRAND LUX CAFE PALAZZO TYLER CONNECT CONF. MEAL JA	63.66
	207741	COMMON CENTS #109 TYLER CONNECT CONF. FUEL JANET	38.05
	207742	UNITED 0164386432264 TYLER CONNECT CONF. BAGG	50.00
	207743	RUBY'S DINETTE D LAS TYLER CONNECT CONF. MEAL JANE	54.58
	207744	UBER *TRIP TYLER CONNECT CONF. TRAVEL TO AIRPORT	37.18
	207745	RAPIDCITYREGIONALAIRPORT TYLER CONNECT CONF. AIRPO	90.00
	207910	VENETIAN/PALAZZO FRT D TYLER CONNECT CONF. HOTEL D	-267.92
	207947	B&H PHOTO 800-606-6969 PRINTER FOR CUSTOMER SERVIC	399.00
	207969	OFFICE DEPOT #2635 DESK CALCULATORS CUSTOMER SERVI	66.36
	207988	AMAZON MKTPL*BS8RI3LS1 LAPTOP BAG JANET	35.98
	208059	AMAZON RETA* BS7RA9VZ1 IPAD FOR CUSTOMER SERVICE	976.03
VENDOR TOTAL:			2,816.41
DIVISION TOTAL:			2,816.41
34-INFORMATION TECHNOLOGY			
66666-MISC P-CARD VENDOR			
	207468	Autodesk ADY AUTODESK LICENSE TOKENS	300.00
	207473	THE HOME DEPOT #6005 SCREWS & WIRE STRIPPER	26.88
	207514	AMAZON MKTPL*BG0FZ46T1 REPLACEMENT FIBER CLEAVER	692.00
	207572	CHICK FIL A - CONCOURS TYLER CONNECT BREAKFAST	11.46
	207573	UBER *TRIP TYLER CONNECT TRAVEL FROM AIRPORT	20.94
	207587	THE HOME DEPOT #6005 PORTABLE WORK TABLE FOR FIBER	162.00
	207588	THE HOME DEPOT #6005 RACK AND BINS FOR NOC STORAGE	256.96
	207607	UBER *TRIP TYLER CONNECT TRAVEL FROM AIRPORT	4.99
	207608	UBER *TRIP TYLER CONNECT TRAVEL FROM AIRPORT	24.95
	207619	GR BURGER TYLER CONNECT DINNER	40.51
	207620	ESRI ESRI CLASS - LEE	2,130.00
	207634	Amazon.com*BY34R9F22 DISPLAY PORT HDMI ADAPTERS	81.95
	207644	GRAND LUX CAFE VENETIAN TYLER CONNECT DINNER	42.26
	207645	CITY WOK TYLER CONNECT LUNCH	17.22

Expenditure Approval Report
Check Approval Date of 04/30/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
66666-MISC P-CARD VENDOR			
	207659	TACO BELL #032366 TYLER CONNECT DINNER	20.13
	207660	Ghirardelli Las Vegas TYLER CONNECT FOOD	13.55
	207661	TST*HASH HOUSE A GO GO - TYLER CONNECT BREAKFAST	32.24
	207692	GRAND LUX CAFE VENETIAN TYLER CONNECT DINNER	37.07
	207693	PEPPERMILL RESTAURANT TYLER CONNECT LUNCH	32.51
	207706	DUNKIN #362442 TYLER CONNECT BREAKFAST	12.98
	207707	IN-N-OUT LINQ TYLER CONNECT DINNER	15.77
	207738	THE HOME DEPOT #6005 SCREWS	22.94
	207739	THE HOME DEPOT #6005 CABLE STRIPPERS & SOCKET SET	49.94
	207764	CK HOLIDAY # 06455 TYLER CONNECT DINNER	13.75
	207765	VENETIAN/PALAZZO FRT D TYLER CONNECT LODGING	592.96
	207766	IVAN RAMEN TYLER CONNECT LUNCH	38.51
	207767	HUDSONNEWS ST1104 TYLER CONNECT FOOD	9.84
	207768	UBER *TRIP TRAVEL CONNECT TRAVEL TO AIRPORT	11.59
	207769	UBER *TRIP TYLER CONNECT TRAVEL TO AIRPORT	2.19
	207770	RAPIDCITYREGIONALAIRPORT TYLER CONNECT AIRPORT PAR	48.00
	207796	GORDON RAMSAY FISH&CHIPS TYLER CONNECT LUNCH	31.41
	207797	IN-N-OUT LINQ TYLER CONNECT DINNER	16.31
	207798	COSMOPOL-MOMFUKU TYLER CONNECT DINNER	45.29
	207799	UBER *TRIP TYLER CONNECT TRAVEL TO AIRPORT	24.98
	207800	AMAZON MKTPL*BY2QB9EU2 TELCO 25PR TEST CABLE	40.98
	207810	THE HOME DEPOT #6005 CAULK	21.96
	207820	L.A. BRISKET TYLER CONNECT LUNCH	32.51
	207825	FLAMINGO HOTEL LAS VEGAS TYLER CONNECT LODGING	328.50
	207926	AMAZON MKTPL*BS2FJ0G32 PHONE WALL MOUNT BRACKETS	342.00
	207960	NATURALREADERS.COM TEXT TO SPEECH FOR PHONE AUTO A	588.00
	207981	AMAZON MKTPL*BS4241FD1 USB ETHERNET ADAPTER FOR WW	24.97
	208008	B&H PHOTO 800-606-6969 USB CABLES FOR TELEPHONE HE	59.70
	208012	THE HOME DEPOT #6005 SCREWS	29.73

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
34-INFORMATION TECHNOLOGY		
	VENDOR TOTAL:	6,352.43
	DIVISION TOTAL:	6,352.43
	DEPARTMENT TOTAL:	13,362.35

Expenditure Approval Report
Check Approval Date of 04/30/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
5147-LAP PACIFIC ENTERPRISES, LLC			
	207520	307 DRY CLEANERS - MARCH DRY CLEANING	150.78
	207919	307 DRY CLEANERS - APRIL DRY CLEANING	78.06
		VENDOR TOTAL:	228.84
66666-MISC P-CARD VENDOR			
	207457	AMAZON MKTPL*B50EZ89P0 - FIREARM SUPPLIES	41.38
	207458	PANDA EXPRESS #2019 - HAHN & HOCKMAN TRAINING IN C	24.80
	207469	SPRINGHILL STES CHEYEN - HAHN & HOCKMAN TRAINING	621.50
	207474	UEP*HOKKAIDO RAMEN - HAHN, HOCKMAN AND MADRID TRAI	83.10
	207479	AMAZON MKTPL*BG7QK9Z00 - K9 MACHO ANIMAL CARE	125.95
	207485	OLIVE GARDEN ZK 0021716 - HAHN, HOCKMAN & MADRID T	73.62
	207490	UEP*HOKKAIDO RAMEN - ANNA TRAININIG IN CHEYENNE	32.52
	207500	PANDA EXPRESS #2019 - HAHN, HOCKMAN AND MADRID TRA	29.76
	207501	HAMBONES PIZZA CO - HAHN, HOCKMAN & MADRID TRAININ	38.02
	207505	PANERA BREAD #202458 K - HAHN, HOCKMAN & MADRID TR	57.89
	207519	IDI - INVESTIGATIVE MONTHLY APP	75.00
	207532	Amazon.com*BG3ZU9DQ0 - HEADPHONES FOR RECORDS	66.93
	207537	FIVE GUYS WY 1626 QSR - HAHN, HOCKMAN & MADRID TRA	39.30
	207539	SPRINGHILL STES CHEYEN - MADRID TRAINING	621.50
	207552	STARBUCKS 8007827282 - MADRID, HAHN AND HOCKMAN TR	30.56
	207553	TST*THE RAIL SPUR LLC - HAHN, HOCKMAN & MADRID TRA	88.75
	207554	FIVE GUYS WY 1626 QSR - HAHN, HOCKMAN & MADRID TRA	22.76
	207609	SPRINGHILL STES CHEYEN - TAX REFUND	-71.50
	207610	SPRINGHILL STES CHEYEN - TAX REFUND	-71.50
	207612	IN *WYOMING WATER SOLUTIO - WATER FOR PD & ACO	142.50
	207613	P4P 888-777-1762 - K9 DOG FOOD	247.36
	207614	SP ASP INC - HERMAN & ROTHLEUTNER ASP INSTRUCTOR F	200.00
	207615	TRIBUTE STORE FLOWERS - CAPTAIN VOS MOM MEMORIAL	176.81
	207636	COBBLESTONE INN & SUIT - ROTHLEUTNER TRAVEL FOR IN	142.99
	207638	PETCO 2419 - K9 KING ANIMAL CARE	19.99

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
66666-MISC P-CARD VENDOR		
207639	ANIMAL MEDICAL CENTER OF - K9 MACHO ANIMAL CARE	214.20
207680	ARBYS 6636 - ROTHLEUTNER TRAVEL FOR SUSPECT INTERV	21.91
207694	WALMART.COM 8009256278 - BOTTLED WATER FOR PD	65.64
207747	DOUGLAS PARKING - MWCTF PARKING FEE	18.41
207772	SQ *FIXIN' STITCHES - PATCHES ON UNIFORMS	31.50
207773	PAPER ROLL PRODUCTS - E CITE PAPER	531.00
207832	CRAZYDAISYFLORAL - ANIMAL CONTROL WEEK	59.05
207833	CRAZYDAISYFLORAL - DISPATCH WEEK	53.30
207854	ANIMAL MEDICAL CENTER OF - K9 FRITZ ANIMAL CARE	532.52
207855	SP BACK ON TRACK USA - FRITZ BRACE	63.45
207890	CENEX-CBH CO-OP - PROPANE FOR GRILL AT PD WEST	14.76
207955	THE HOME DEPOT #6005 - INVESTIGATIVE SUPPLIES	9.22
207958	DETECTACHEM INC - DRUG TEST KITS	480.85
207966	EXPEDIA 73427630052282 - FLIGHT PROTECTION	63.46
207974	IN *CAMPBELL COUNTY HEALT - CPR CARDS	108.00
207979	EXPEDIA 73427650827868 - WASHINGTON RENTAL CAR COL	30.00
207989	UNITED 0162395919902 - TRUJILLO FLIGHT FOR CO	502.39
207990	ANIMAL MEDICAL CENTER OF - K9 GRU ANIMAL CARE	224.83
208009	B&H PHOTO 800-606-6969 PD MOBILE COMMAND TRAILER D	1,611.92
208010	WWW.UI.COM PD COMMAND TRAILER NETWORKING & CAMERAS	3,148.75
208030	ANIMAL MEDICAL CENTER OF - K9 KING ANIMAL CARE	218.01
208037	AXON - MOUNTS FOR PATROL	459.00
208058	AMAZON MKTPL*BY06V5R90 PD MOBILE COMMAND TRAILER D	104.48
208076	DSASUMO THAI CUISINE - VOS, ALGER & WASSON WASCOP	77.00
208077	SQ *NATIONAL TACTICAL OFF - GEETING TRAINING	319.00
208081	SP BACK ON TRACK USA - FRITZ BRACE	57.95
VENDOR TOTAL:		11,880.59
DIVISION TOTAL:		12,109.43

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
41-DISPATCH		
66666-MISC P-CARD VENDOR		
207448	B&H PHOTO 800-606-6969 LARGE DISPLAY & CABLES FOR	354.93
207570	MOTOROLA MANUAL - VOS MOTOROLA CONFERENCE REFUND	-1,200.00
207611	WALT DISNEY W SWAN - VOS HOTEL DEPOSIT REFUND	-387.00
207648	UNITED 0162381253353 - VOS AIRFARE REFUND	-630.39
207894	UNITED 0164387978325 - WASSON CHECKED BAG	35.00
207895	UNITED 0164387978326 - WASSON CHECKED BAG	35.00
207896	UNITED 0164387978327 - SMELSER CHECKED BAG	35.00
207897	UNITED 0164387978328 - SMELSER CHECKED BAG	35.00
207905	Amazon.com*BY3EB5C31 - DISPATCH SUPPLIES	60.88
207942	WDW BOARDWALK DELI - SMELSER MOTOROLA CONFERENCE	17.23
207949	WDW BOARDWALK DELI - WASSON MOTOROLA CONFERENCE	18.30
207956	TST*RAGLAN ROAD IRISH PU - SMELSER MOTOROLA CONFER	37.29
207961	TST*RAGLAN ROAD IRISH PU - WASSON MOTOROLA CONFERE	59.00
207972	TST*FRONTERA COCINA - SMELSER MOTOROLA CONFERENCE	33.62
207973	WDW AMORETTE'S - SMELSER MOTOROLA CONFERENCE	11.72
207984	TST*FRONTERA COCINA - WASSON MOTOROLA CONFERENCE	37.76
208001	QUE BUENO - SMELSER MOTOROLA CONFERENCE	40.29
208013	QUE BUENO - WASSON MOTOROLA CONFERENCE	39.97
208036	MCO AIRP QDOBA - SMELSER MOTOROLA CONFERENCE	19.96
208065	MCO AIRP QDOBA - WASSON MOTOROLA CONFERENCE	22.89
208066	WALT DISNEY W SWAN - SMELSER MOTOROLA CONFERENCE	1,161.04
	VENDOR TOTAL:	-162.51
	DIVISION TOTAL:	-162.51
44-ANIMAL CONTROL		
66666-MISC P-CARD VENDOR		
207489	SQ *THAT EMBROIDERY PLACE - SHELTER / ACO UNIFORMS	102.96
208080	CODE 3 ASSOCIATES - MORENO TRAINING	25.50
	VENDOR TOTAL:	128.46
	DIVISION TOTAL:	128.46

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
66666-MISC P-CARD VENDOR			
207446	MWI ANIMAL HEALTH - RESCUE WIPES FROM GRANT	81.55	
207449	RED HILLS VETERINARY HOSP - SPAY & NEUTER	91.50	
207450	ANIMAL MEDICAL CENTER OF - RABIES	66.00	
207451	ANIMAL MEDICAL CENTER OF - RABIES	9.50	
207456	RED HILLS VETERINARY HOSP - GRANT	55.25	
207488	ANIMAL MEDICAL CENTER OF - GRANT	48.50	
207489	SQ *THAT EMBROIDERY PLACE - SHELTER / ACO UNIFORMS	280.82	
207503	RED HILLS VETERINARY HOSP - SPAY & NEUTER	244.25	
207509	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	225.50	
207521	MWI ANIMAL HEALTH - SHELTER VACCINATIONS	34.47	
207540	AMAZON MKTPL*B762C2J12 - SHELTER SUPPLIES FROM GRA	153.00	
207541	ANIMAL MEDICAL CENTER OF - RABIES	19.00	
207557	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	117.00	
207558	ANIMAL MEDICAL CENTER OF - RABIES	33.00	
207559	RED HILLS VETERINARY HOSP - ANIMAL CARE / GRANT	67.40	
207625	ANIMAL MEDICAL CENTER OF - RABIES	9.50	
207650	ANIMAL MEDICAL CENTER OF - RABIES	113.00	
207651	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	68.50	
207663	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	217.69	
207710	ANIMAL MEDICAL CENTER OF - RABIES	19.00	
207776	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	261.00	
207777	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	73.75	
207778	ANIMAL MEDICAL CENTER OF - RABIES & TNR	82.50	
207840	WOEHL VETERINARY SERVICE - RABIES	36.00	
207857	ANIMAL MEDICAL CENTER OF - RABIES	80.00	
207858	ANIMAL MEDICAL CENTER OF - GRANT	68.50	
207875	ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	48.50	
207876	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	59.73	
207931	RED HILLS VETERINARY HOSP - SPAY & NEUTER / RABIES	140.50	

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
66666-MISC P-CARD VENDOR			
207932		ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	146.50
207933		ANIMAL MEDICAL CENTER OF - RABIES	80.00
207938		MWI ANIMAL HEALTH - ANIMAL CARE	158.29
207939		MWI ANIMAL HEALTH - ANIMAL CARE	2.71
207983		ANIMAL MEDICAL CENTER OF - SPAY & NEUTER / RABIES	68.50
208063		ANIMAL MEDICAL CENTER OF - RABIES	9.50
		VENDOR TOTAL:	3,270.41
		DIVISION TOTAL:	3,270.41
		DEPARTMENT TOTAL:	15,345.79

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
66666-MISC P-CARD VENDOR		
207443	TOOLS	68.91
207472	ACO KENNEL REPAIRS	111.12
207481	BUILD SHELVES IN ACO STORAGE SHED	192.39
207499	GPA LIGHTING UPGRADES	258.04
207538	PARTS FOR CH	142.32
207600	REPLACE WASHIING MACHINE	1,098.88
207606	DISPATCH STATION #4	221.74
207622	REPAIR DRINKING FOUNTAINS CH/CW	393.16
207691	ADMIN OFFICE SUPPLIES	239.98
207752	OFFICE MOVING BOXES/ TAPE	85.72
207893	GPA LIGHTING	76.50
208002	PROJECT STAFF MEETING	43.95
208033	REPLACE FRIDGE FOR ENGINEERING	545.99
	VENDOR TOTAL:	3,478.70
	DIVISION TOTAL:	3,478.70
50-PUBLIC WORKS ADMIN		
66666-MISC P-CARD VENDOR		
207603	BAG FEES FOR CONFERENCE IN VEGAS	35.00
207604	TAXI FEE TO GET TO HOTEL VEGAS CONFERENCE	38.81
207605	FOOD WHILE FLYING TO VEGAS CONFERENCE	21.01
207642	FOOD WHILE AT VEGAS CONFERENCE	42.91
207689	MEAL WHILE AT VEGAS CONFERENCE	48.79
207690	HOTEL FOR VEGAS CONFERENCE	1,077.33
207691	ADMIN OFFICE SUPPLIES	15.69
207760	TAXI TO AIRPORT VEGAS CONFERENCE	35.21
207761	PARKING FEE FOR AIRPORT VEGAS CONFERENCE	60.00
207762	FOOD WHILE AT VEGAS CONFERENCE	48.99
207818	BAGGAGE FEES FOR TYLER CONFERENCE VEGAS	35.00
207819	HOTEL FEE FOR NOT ATTENDING PRESENTATION DUE TO FL	75.00

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
50-PUBLIC WORKS ADMIN		
66666-MISC P-CARD VENDOR		
207831	ACCIDENTAL CHARGE TO WORK CC DOORDASH	26.07
207937	ACCIDENTAL CHARGE TO WORK CC DOORDASH	45.56
208075	ACCIDENTAL CHARGE ON WORK CC DOORDASH	92.51
	VENDOR TOTAL:	1,697.88
	DIVISION TOTAL:	1,697.88
51-PARKS		
66666-MISC P-CARD VENDOR		
207441	PIPE TO FIX LATERAL ON HWY 59	7.40
207452	ENZI FIELD RAKES FOR PLAYERS	179.96
207453	PREVENTATIVE MEASURE TO KEEP YARD FACETS FROM FLOO	3.96
207454	PREVENTATIVE MEASURE TO KEEP YARD FACETS FROM FLOO	8.97
207455	RETURN ON PARTS	-1.98
207464	PARTS FOR FILL HOSE AT FIRE STATION	19.48
207477	PARTS TO BLOCK OFF BROKEN PLAYGROUND EQUIPMENT	193.86
207492	BUCKETS FOR PREEMERGENT	12.92
207542	WORK BOOTS	172.79
207555	150159 TRUCK TOOLS	66.92
207593	MUSTANG PARK ROCK	497.50
207616	RV DUMP HOSES AND HOSE HOLDERS	108.89
207623	STRAW BATE FOR PLANTERS	19.99
207637	ECSC SOFTBALL FIELD #3 REPAIR	144.76
207775	PIPE CUTTERS FOR IRRIGATION CREW	591.30
207803	GRAVEL TO COVER DIRT SPOTS @ DALBEY SHOP	105.00
207804	GRAVEL TO COVER DIRT SPOTS @ DALBEY SHOP	70.00
207805	TOOLS & MATERIALS TO REPLENISH UNIT #70	64.89
207806	MATERIAL TO REPLACE POST ON LIONS POINT SHELTER	139.98
207808	UNIT 000155	31.98
207809	ENZI SUPPLIES	53.95

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
51-PARKS			
66666-MISC P-CARD VENDOR			
	207841	WATER TANK REPLACEMENT LID FOR TRUCK 2	24.99
	207899	RATCHET STRAPS/ TIE DOWNS MOWING CREW	770.87
	207929	MATERIAL FOR RESERVATION BOX @ CRESTVIEW PARK	8.56
	207948	DUPLICATE KEYS FOR IRRIGATION CONTROL @ DALBEY	8.00
	207977	VOLLEYBALL NETS FOR PARK REPLACEMENT	51.92
	207978	IRRIGATION HEADS	409.50
	207982	45 SPRINKLERS	988.90
	208003	VOLLEYBALL NETS FOR PARK REPLACEMENT	51.91
	208004	FITTINGS FOR IRRIGATION HEADS	16.80
	208043	RETURNED ITEMS	-94.47
	208044	WOOD FOR WINDSHIELD RACK VENTRAC	34.77
	208045	WOOD FOR WINDSHIELD RACK VENTRAC	36.38
	208046	SCREWS FOR WINDSHIELD RACKS VENTRAC	11.98
	208047	TARPS TO COVER BACKFLOWS	87.96
	208048	TARPS TO COVER BACKFLOWS	137.95
	208050	WHEEL CHOCKS/ CHAIN/ QUICK LINKLS	87.20
	208051	8 POOL NOODLES	27.76
	208052	6 POOL NOODLES	20.82
VENDOR TOTAL:			5,174.32
DIVISION TOTAL:			5,174.32
53-FORESTRY			
66666-MISC P-CARD VENDOR			
	207486	TRAQ COURSE FEE	675.00
	207548	SHIPPING FOR TREE CITY USA EMBLEMS/ PLAQUES	5.95
	207556	BLADES FOR RECIPROCATING SAW TO TRIM TREES	8.97
	207621	REPLACEMENT CHAINS FOR SAWS, HOSES, SUPPLIES	445.70
	207624	BLADES FOR RECIPROCATING SAW TO TRIM TREES	8.97
	207708	NEW BAR FOR POLESAW	41.99
	207826	ROOM IN BUFFALO WY WHILE AT TRAINING	282.24

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
53-FORESTRY		
66666-MISC P-CARD VENDOR		
207838	REFUND 3 CHAINS TO GET THE RIGHT CHAIN SIZE AND ME	-70.17
207839	NEW BAR FOR POLES AW RETURNED	-41.99
207842	CHAINS FOR POLES AW WITH A DIFFERENT MEASUREMENT CH	133.24
	VENDOR TOTAL:	1,489.90
	DIVISION TOTAL:	1,489.90
54-STREETS		
66666-MISC P-CARD VENDOR		
207442	NO DESCRIPTION FOR RECEIPT	49.99
207478	BOOTS FOR CORBAN	180.93
207640	WATER TRUCK	64.02
207684	WATER TRUCK	-39.60
207685	WATER TRUCK	28.10
207865	POLY COUPLING/ FISH TAPE FOR REPLACEING DEWATERING	39.67
207870	MOWING	17.01
207915	TOOLS FOR FITTING LOADER SWEEPERS IN FIELD	95.82
208034	SHOP DOOR HINGES	-19.47
208035	SHOP DOOR HINGES	19.47
	VENDOR TOTAL:	435.94
	DIVISION TOTAL:	435.94
	DEPARTMENT TOTAL:	12,276.74

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
60-ENGINEERING			
66666-MISC P-CARD VENDOR			
207578	UBER - TYLER CONFERENCE - RY, MEREDITH, CARRIE, JA		56.79
207626	MEAL - TYLER CONFERENCE - RY, MEREDITH		72.69
207666	UBER - TYLER CONFERENCE - RY		54.22
207667	AIRPORT PARKING - TYLER CONFERENCE - RY		54.00
207712	MOTEL - TYLER CONFERENCE - RY		751.31
207827	ICMA MEMBER RENEWAL - RY		200.00
207851	MOTEL - APWA CONFERENCE - MATT		322.56
207852	MEAL - APWA CONFERENCE - MATT		78.69
207900	MEAL - APWA CONFERENCE - MATT		62.60
207901	MEAL - APWA CONFERENCE - MATT		-62.60
207924	MEAL - APWA CONFERENCE - MATT		88.11
207946	MOTEL - CREDIT FOR OVER CHARGE - APWA CONFERENCE		-57.24
207950	MEAL - WATER CONFERENCE - TOBY, ELI		41.29
207957	OFFICE SUPPLIES - MINI FRIDGE		134.98
207986	MEAL - WATER CONFERENCE - TOBY, ALEX		53.13
208038	OFFICE SUPPLIES - COFFEE POTS		99.98
208039	MOTEL - WATER CONFERENCE - CLARK S.		101.00
208040	MOTEL - WATER CONFERENCE - ALEX B.		101.00
208067	OFFICE/SAFETY SUPPLIES		46.86
208068	OFFICE/SAFETY SUPPLIES		65.25
208069	MOTEL - WATER CONFERENCE - TOBY		404.00
		VENDOR TOTAL:	2,668.62
		DIVISION TOTAL:	2,668.62
61-BUILDING INSPECTION			
66666-MISC P-CARD VENDOR			
207459	MOTEL - AVOLVE INSPIRE USER CONFERENCE - GREGG L.		1,055.92
207811	MOTEL CHARGE - AVOLVE INSPIRE USER CONFERENCE - GR		10.32
207871	SMILING MOOSE -GILLETTE -BOARD OF EXAMINERS LUNCH		292.50

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
61-BUILDING INSPECTION		
66666-MISC P-CARD VENDOR		
207877	INT'L CODE COUNCIL INC - 2024 CODE BOOKS	924.18
	VENDOR TOTAL:	2,282.92
	DIVISION TOTAL:	2,282.92
62-TRAFFIC SAFETY		
66666-MISC P-CARD VENDOR		
208038	OFFICE SUPPLIES - COFFEE POTS	99.98
	VENDOR TOTAL:	99.98
	DIVISION TOTAL:	99.98
63-PLANNING		
66666-MISC P-CARD VENDOR		
207586	MEAL - TYLER CONFERENCE - MEREDITH	5.94
207631	MEAL - TYLER CONFERENCE - MEREDITH	37.23
207632	MEAL - TYLER CONFERENCE - MEREDITH	10.83
207671	MEAL - TYLER CONFERENCE - MEREDITH	72.83
207731	HOTEL - TYLER CONFERENCE - MEREDITH	617.67
207732	MEAL - TYLER CONFERENCE - MEREDITH	69.96
207733	MEAL - TYLER CONFERENCE - MEREDITH	6.93
207734	MEAL - TYLER CONFERENCE - MEREDITH	39.18
207735	MEAL - TYLER CONFERENCE - MEREDITH	15.14
207736	MEAL - TYLER CONFERENCE - MEREDITH	11.24
207737	UBER - TYLER CONFERENCE - MEREDITH	26.94
207814	MEAL - TYLER CONFERENCE - MEREDITH	10.18
207884	WESTERN PLANNER CONFERENCE REGISTRATION - MEREDITH	375.00
	VENDOR TOTAL:	1,299.07
	DIVISION TOTAL:	1,299.07
	DEPARTMENT TOTAL:	6,350.59

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
03-PUBLIC ACCESS		
66666-MISC P-CARD VENDOR		
207646	SUPPLIES: DOORBELL	15.98
207647	PODCAST HOSTING SUBSCRIPTION	190.00
207771	TV PROGRAMS SUBSCRIPTION	120.00
207918	SUPPLIES: TRAVEL CASE	25.98
	VENDOR TOTAL:	351.96
	DIVISION TOTAL:	351.96
31-CITY CLERK/PRINT SHOP		
66666-MISC P-CARD VENDOR		
207829	RECORD INVENTORY TRAINING/EDUCATION	348.25
207846	POSTAGE	500.00
207891	POSTAGE STMT: 03-17-26 - 04-17-26	48.74
207916	OFFICE SUPPLIES: LAMINATOR	166.55
207971	POSTAGE	500.00
	VENDOR TOTAL:	1,563.54
	DIVISION TOTAL:	1,563.54
32-JUDICIAL		
66666-MISC P-CARD VENDOR		
207902	B&H PHOTO 800-606-6969 PRINTER FOR JUDGES	319.00
	VENDOR TOTAL:	319.00
	DIVISION TOTAL:	319.00
65-PUBLIC AFFAIRS ADMINISTRATION		
66666-MISC P-CARD VENDOR		
207571	OFFICE SUPPLIES: FAN	66.42
207843	DISPATCH APPRECIATION	39.00
207965	MEETING EXPENSE	17.12
	VENDOR TOTAL:	122.54
	DIVISION TOTAL:	122.54
	DEPARTMENT TOTAL:	2,357.04
	FUND TOTAL:	57,460.92

Expenditure Approval Report
Check Approval Date of 04/30/2026



	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
66666-MISC P-CARD VENDOR			
	207434	ADOPT A PLANTER BEAUTIFICATION POLLINATOR GARDEN F	994.86
	207581	MATERIALS FOR FLOWER POTS DALBEY PARK	79.93
	207962	ADOPT A PLANTER ANT CONTROL GRANULES	16.97
		VENDOR TOTAL:	1,091.76
		DIVISION TOTAL:	1,091.76
		DEPARTMENT TOTAL:	1,091.76
		FUND TOTAL:	1,091.76

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
66666-MISC P-CARD VENDOR			
	207709	MEANS CB	138.22
VENDOR TOTAL:			138.22
DIVISION TOTAL:			138.22
DEPARTMENT TOTAL:			138.22
FUND TOTAL:			138.22

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
70-UTILITIES ADMINISTRATION		
66666-MISC P-CARD VENDOR		
207598	LUNCH ON 4.7.26 - AWWA RATE SETTING SEMINAR	19.31
207847	SERVICE CHARGES (3.15.26 TO 4.15.26)	37.49
207892	OFFICE SUPPLIES	39.07
	VENDOR TOTAL:	95.87
	DIVISION TOTAL:	95.87
71-ELECTRICAL ENGINEERING		
66666-MISC P-CARD VENDOR		
207444	FEDEX90255807 SHIPPING	134.89
207682	HOTEL - AWWA RATE SETTING SEMINAR	620.29
207812	INDEX TABS FOR EE	16.98
207828	VALET PARKING - AWWA RATE SETTING SEMINAR	67.00
	VENDOR TOTAL:	839.16
	DIVISION TOTAL:	839.16
76-SCADA		
66666-MISC P-CARD VENDOR		
207592	OFFICE DEPOT #2635 - 26SC01 - NEW COMPUTER BAG	167.99
207906	CPR FIRST AIDE TRAINING	80.00
207911	FSP*CAMPBELL COUNTY MEMOR - CPR CLASS	80.00
207912	FSP*CAMPBELL COUNTY MEMOR - CPR TRAINING	80.00
207913	FSP*CAMPBELL COUNTY MEMOR - AED/CPR TRAINING - 26S	80.00
207917	FIRST AID/CPR/AED TRAINING	80.00
207923	FSP*CAMPBELL COUNTY MEMOR - CPR TRAINING	80.00
207936	CPR CLASS	80.00
	VENDOR TOTAL:	727.99
	DIVISION TOTAL:	727.99
	DEPARTMENT TOTAL:	1,663.02
	FUND TOTAL:	1,663.02

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
66666-MISC P-CARD VENDOR		
208026	TAPES TO FIX THINGS AS NEEDED FOR ROLLOUTS/ PROJEC	28.84
	VENDOR TOTAL:	28.84
	DIVISION TOTAL:	28.84
	DEPARTMENT TOTAL:	28.84
	FUND TOTAL:	28.84

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
66666-MISC P-CARD VENDOR			
	207429	VELCRO FOR HANGING SIGN @ PINE RIDGE	10.43
	207433	FLUSHING PARTS	925.48
	207438	HYDRANT FLUSHING DIFFUSERS	374.42
	207439	CIP LEVEL 1 REGISTRATION	2,646.00
	207462	CONDUIT AND PARTS FOR WIRING UP M9 AND M10	1,900.80
	207475	XYLEM/SENSUS SOFTWARE TRAINING CONFERENCE REGISTRA	900.00
	207480	NEW WORK BOOTS	168.29
	207484	PLYWOOD FOR SHELVING	197.67
	207487	PARTS FOR FLUSHING	293.29
	207493	CREDIT RETURN OF 3" LIQUID TITE CONDUIT	-985.32
	207495	TOOLS	109.88
	207496	WY LEVEL 3 WATER TREATMENT PLANT EXAM	108.00
	207506	AMAZON RETA* B71S80C72 PUMP STATION 1 PATCH PANELS	629.02
	207515	B.O. REPLACEMENT ON 30" MAD	108.18
	207516	TRAINING COURSES FOR NEW HIRE	280.00
	207522	NEW HIRE ORANGE SAFETY VEST	13.89
	207523	NEW HIRE GEAR	358.14
	207524	REPLACEMENT HEATER FOR WELL S-27	1,329.84
	207531	ANALYZER SWABS	54.16
	207535	PT STOCK	374.34
	207536	PT METAL RESTRAINT HARNESS	42.61
	207544	ICE MELT STORAGE	24.97
	207545	TRUCK STOCK	100.83
	207546	TRUCK STOCK	39.24
	207547	TRUCK STOCK 129	48.23
	207549	PAINT FOR HYDRANT FLUSHING	20.94
	207550	PARTS FOR FLUSHING	1.54
	207551	PARTS FOR FLUSHING	223.12
	207565	BORDER STATES INDUSTRIES - PINE RIDGE CL2 VAULT	288.08

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
66666-MISC P-CARD VENDOR			
	207566	CLASS A COMM'L LEARNERS PERMIT	46.08
	207567	GAUGE FOR DEFFUSER FOR FLUSHING	29.10
	207574	BORDER STATES INDUSTRIES - FPMS RADIO HARDWARE INS	183.71
	207575	BORDER STATES INDUSTRIES - FPMS RADIO HARDWARE INS	22.68
	207576	4" LIQUID TITE CONNECTOR FOR WELL M-9	450.85
	207579	FLUSHING PART	27.84
	207590	CP SUPPLIES	243.65
	207599	HYDRANT FLUSHING MAINT	103.12
	207658	HYDRANT FLUSHING	56.95
	207662	THE HOME DEPOT #6005 - FPMS RADIO HARDWARE INSTALL	62.38
	207677	OIL FOR HYDRANTS	26.82
	207705	W 4J CLEANUP	123.67
	207711	ROLL OF AIR FILTER MATERIAL	325.77
	207713	PITOT TUBE ASSEMBLY	451.92
	207749	TRUCK TOOLS (CP)	105.94
	207792	RENTAL ROLLER FOR PARK	245.00
	207794	TRUCK 48 STOCK	30.98
	207795	SUPPLIES	27.11
	207801	TEMP GAUGES FOR REGIONALS	38.94
	207802	LEAK DETECTION FLUID AND HARDWARE FOR INSTALLATION	83.23
	207856	PIZZA & SODA FOR RWP MEETING (4 PANEL MEMBERS & 5	124.68
	207859	INSULATION COVER FOR METERS	23.58
	207866	42" MADISON SUPPLIES	55.08
	207867	CP SUPPLIES	183.86
	207872	PARTS FOR FOX PARK	37.42
	207873	GATE VALVE CAM FITTING FOR FOX PARK STATION	61.82
	207874	PUNCHES FOR MARKING KEYS	86.94
	207878	POLARIS LUGS FOR M9 AND M-10	389.82
	207879	250 MCM POLARIS LUGS CREDIT	-300.43

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
66666-MISC P-CARD VENDOR		
207925	FLUSHING SUPPLIES	9.98
207927	AMAZON RETA* BY7Z37JY1 IPAD FOR METER TECH	963.99
207928	AIR FOR SURGE VAULT	72.48
207959	HYDRANT FLUSHING	17.88
207968	BORDER STATES INDUSTRIES - PINE RIDGE VAULT CL2 BU	93.54
207970	SUPLIES TO FIX SPRINKLERS AT L A LANE FROM MAIN B	91.28
207991	LODGING FOR SDAWRS/MADISON AQUIFER MTG W/ USGS/SDS	114.00
208005	FORM BOARDS FOR BLOW OFF	215.84
208006	L A LANE SPRINKLER REPAIR	20.94
208007	FIBER TUBE FOR MADISON	965.76
208031	FENCE Z2R1 AWIA COMPLIANCE	53.58
208032	PIT LID TEMP REPAIR AWIA COMPLIANCE	45.61
208053	SOUTH LOADOUT	129.09
208054	SUPPLIES FOR SOUTH LOADOUT	13.96
208055	CRUM ELECTRIC SUPPLY CO - PS1 HYPO TANK CONDUIT	11.39
208056	MENARDS GILLETTE WY - PS1 HYPO TANK CONDUIT	46.88
208057	TRUCK STOCK 129	49.92
208070	INSULATION COVER FOR METERS	35.37
208072	BORDER STATES INDUSTRIES - PINE RIDGE CL2 VAULT BU	120.63
208073	BOMGAARS #66 GILLETTE - CAMPBELL COUNTY LANDFILL K	4.19
208074	BOMGAARS #66 GILLETTE - 26SC05 - CAMPBELL COUNTY L	16.76
208078	TRUCK 48 STOCK	50.63
	VENDOR TOTAL:	17,078.28
2038-POWDER RIVER POWER		
207471	PARTS FOR TRUCK GAUGE	51.18
207507	PARTS FOR TRUCK GUAGE - HYDRANT FLUSHING	153.55
	VENDOR TOTAL:	204.73
	DIVISION TOTAL:	17,283.01
	DEPARTMENT TOTAL:	17,283.01

Expenditure Approval Report
Check Approval Date of 04/30/2026



	FUND TOTAL:	17,283.01
--	--------------------	------------------

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
66666-MISC P-CARD VENDOR			
207466	3RD GRADE ELECTRICAL SAFETY DRAWING CONTEST PRIZES	320.88	
207502	4TH YR APPRENTICESHIP BOOKS/JOE O'CONNELL	789.00	
207512	WIRE STRIPPER	106.20	
207627	CABLE CUTTER	344.07	
207628	CHRISTMAS TIMER	473.67	
207683	WOOD PLUGS FOR OLD HOLES IN TRANSMISSION POLES	239.68	
207763	FEDEX90815020 SHIPPING	67.37	
207834	SUBSTATION LOTO LOCKS	330.00	
207848	EYEWASH FOR SUBSTATIONS	317.19	
207850	TAGGING KIT	3.99	
207853	STACKABLE BIN FOR SHOP	119.70	
207869	WOOD STAKES	8.98	
207898	3/4" PVC CONNECTOR	1.67	
207907	TOOLS - UNIT #207	492.60	
207908	WIRE PULLING KITS	710.00	
207909	J HOOKS FOR J-BOXES	260.00	
207921	SIMPLE GREEN TO CLEAN STICKS	9.78	
207930	HOSE REEL FOR SHOP	164.99	
207975	HOT STICK WIPES	306.00	
207976	CARD RAN TWICE/REFUND TO FOLLOW	306.00	
207980	B&H PHOTO 800-606-6969 IPAD FOR DREW	1,018.00	
208011	SHOVEL - UNIT #16	25.34	
208041	PIZZA HUT REFUND	-10.00	
208042	JOURNEYMAN LINEMAN PROMOTION LUNCH - MATT HUTTON	132.82	
208060	SAFETY BOOTS - DEAKON WHITE	165.74	
208061	HOSE NOZZLE	31.96	

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
66666-MISC P-CARD VENDOR			
	208062	HOSE REEL FOR OLD SHOP	164.99
	208079	600 MCM SPLICES FOR MAINTENANCE	742.13
VENDOR TOTAL:			7,642.75
DIVISION TOTAL:			7,642.75
DEPARTMENT TOTAL:			7,642.75
FUND TOTAL:			7,642.75

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
66666-MISC P-CARD VENDOR			
	207430	PRESSURE WASHER EXTENDER WAND FOR CLEANING TANKS A	263.92
	207431	FILTER BAGS FOR WWTP	307.99
	207432	1/2" EMT CONDUIT BENDER	53.14
	207436	INSULATED GRIP GLOVES (2 EMPLOYEES)	67.35
	207445	VEHICLE SUPPLIES/ TOOL ORGANIZER	57.79
	207460	20x20x10 ENCLOSURE AND BACKPLATE	582.86
	207461	DOUBLE CHARGE BY VENDOR SEE ATTACHMENT FOR CREDIT	582.86
	207470	LOCKABLE OUTLET COVERS FOR DIGESTER PUMP ROOM	115.30
	207476	STORAGE HOOK FOR SEPTAGE RECEIVING	4.99
	207491	PAINT BRUSHES AND STIR STICKS FOR INVENTORY IN SHO	49.86
	207497	TOOLS FOR SMART COVER MAINTENANCE	315.77
	207498	FLY TRAPS FOR BLDG 200	48.98
	207513	TOOLS FOR UNIT 36	162.79
	207517	FLY BAIT	49.99
	207518	FLY TRAPS FOR BLDG 200	31.97
	207526	RAIN SUITS (2 EMPLOYEES)	362.60
	207533	TOOLS FOR SMART COVER KIT	17.64
	207534	INSTALLED CHAIN HOOKS IN SEPTAGE LOADOUT	13.36
	207577	PARTS FOR IT SWITCH ENCLOSURE	283.15
	207618	DEWATERING BLDG 1600 GARDEN HOSE COUPLERS	79.89
	207649	PARTS FOR SMARTCOVERS COLLECTION	137.85
	207664	SLOW CLOSING SOLENOID FOR EMERGENCY GENERATOR IN E	1,299.90
	207665	WALL PACK LIGHT FIXTURE FOR UV BUILDING	185.95
	207676	IRRIGATION AND PIPE PARTS	274.00
	207717	PART TO FIX ROOTRAT	827.30
	207746	HUB PULLER TOOL	91.07
	207774	NEW LABEL MAKER	138.48
	207807	NEW WORK BOOTS	187.19
	207823	DEWATERING BLDG 1600 HOSE TO HOSE REEL ADAPTER	59.98

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number		Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
66666-MISC P-CARD VENDOR			
	207824	DEWATERING BLDG 1600 HOSE TO HOSE REEL ADAPTER	35.87
	207835	GARDEN HOSE VACUUM BREAKER BLDG 1600	100.00
	207845	FISH	83.95
	207849	NEW WORK BOOTS	131.39
	207863	TOOL RACK FOR BOBCAT	331.79
	207864	MESH STRAINER GAGES FOR T.W.A.S PUMPS	518.92
	207868	GLOVES	167.14
	207885	UNIFORMS	127.58
	207886	TOOL RACK FOR BOBCAT	315.99
	207887	MESH STRAINER GAGES FOR T.W.A.S PUMPS	129.56
	207888	REFUNDED RETURNED TOOL RACK FOR BOBCAT	-331.79
	207889	REPLACEMENT PARTS FOR HOSES FOR WWTF	130.39
	207914	TOOLS FOR SMART COVER KIT	85.29
	207920	TOOLS FOR COLLECTION	729.91
	207943	COLLECTION VACUUM PUMP REBUILD KITS	1,008.42
	207944	HOSE FITTINGS TO BUILD GARDEN HOSE NOZZLES FOR ALL	137.20
	207945	HOSE FITTINGS TO BUILD GARDEN HOSE NOZZLES FOR ALL	183.02
	207967	WIRE FOR FENCE PROJECT FOR WWTF	231.58
	207985	PARTS FOR SLEEPY HALLOW METERING UPS	126.73
	207992	RETURNED AQUARIUM REFUNDED	-69.99
	207993	FISH	154.90
	207994	FLYBAIT C-CLAMPS RETURNED (REFUNDED)	-47.88
	207995	SHELVES FOR MECH. ROOM	169.00
	207996	C-CLAMPS FOR FLY BAIT HOLDERS	43.88
	207997	FLY BAIT HANGING SUPPLIES FOR BLDG 200	98.12
	208014	FISH TANK HOOD FOR WWTP	64.95
	208022	DREMEL BITS	68.70
	208027	REPLACEMENT FILTER FOR WWTF	684.40
	208028	TOOLS FOR SMART COVER KIT	39.88

Expenditure Approval Report
Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
66666-MISC P-CARD VENDOR		
208029	FIRE EXTINGUISHERS	146.58
208064	BOXES FOR ORGANIZING SOUTH PLANT	199.95
208071	PALLET OF SACKCRETE	483.28
	VENDOR TOTAL:	12,932.63
1697-NORTHWEST SCIENTIFIC INC		
207510	CERTIFIED THERMOMETER FOR LAB	883.48
207511	LAB CHEMICALS	174.68
207714	LAB CHEMICALS	85.20
207715	LAB SUPPLIES	201.48
207716	LAB SUPPLIES	236.18
207951	LAB CHEMICALS	85.40
	VENDOR TOTAL:	1,666.42
2038-POWDER RIVER POWER		
207748	REPLACEMENT BELTS FOR WWTP	386.27
207836	BLDG 200 FERRIC OFFLOAD ADAPTER FITTINGS	34.21
	VENDOR TOTAL:	420.48
	DIVISION TOTAL:	15,019.53
	DEPARTMENT TOTAL:	15,019.53
	FUND TOTAL:	15,019.53

Expenditure Approval Report
Check Approval Date of 04/30/2026



	Invoice Number	Invoice Description	Amount
506-FIBER FUND			
70-UTILITIES			
78-FIBER			
66666-MISC P-CARD VENDOR			
	207543	NEOBITS INC - FIBER VAULT INSTALLATION	352.64
	207837	NEOBITS INC - FIBER VAULT INSTALLATION	-352.64
		VENDOR TOTAL:	0.00
		DIVISION TOTAL:	0.00
		DEPARTMENT TOTAL:	0.00
		FUND TOTAL:	0.00

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
66666-MISC P-CARD VENDOR		
207440	MIC HOLDERS FOR PLOW	109.95
207444	FEDEX90255807 SHIPPING	20.55
207463	SHELL OIL 57446511305 - FUEL PD 31	26.65
207465	ASE TEST CHARGES	158.00
207482	REPAIRS ON UNIT 200077	1,992.71
207494	BIG D #29 - FUEL PD 31	56.76
207527	BIG D #29 - FUEL PD 31	47.87
207528	RENO JUNCTION TRVL PLZA - FUEL PD 31	47.90
207529	CONOCO - WHEATLAND GAS - FUEL PD 31	30.96
207530	BIG D #29 - FUEL PD 7	51.90
207594	BAGGAGE CHECK	45.00
207595	LODGING IN BILLINGS	175.72
207596	FOOD FOR JEREMY AND ADAM	66.00
207597	CAB RIDE TO VENETIAN RESORT	32.34
207617	TYLER CONNECT CONFERENCE LODGING BILLINGS	175.72
207643	BRAKE LINE FOR UNIT 000128- ONLY SUPPLIER WITH PAR	23.80
207652	SIMONSON GAS - FUEL PD 13	34.74
207681	FOOD FOR JEREMY AND ADAM	175.66
207695	MEALS FOR ADAM AND JEREMY TYLER CONFERENCE	220.00
207696	CENEX-KARMA CONVENIENCE - FUEL PD 13	43.59
207697	ARCO 900077 - FUEL PD 13	28.00
207718	FUEL FOR 230224	50.65
207719	FAST STOP 1131 - FUEL PD 14	36.25
207720	LOVE'S #0220 OUTSIDE - FUEL PD 14	39.75
207750	FOOD FOR JEREMY AND ADAM	78.42
207751	CAB RIDE TO AIRPORT	42.35
207779	ADAM AND JEREMY MEALS TYLER CONFERENCE	218.25
207793	STREETS TILT DECK TRAILER REDECK	296.50
207815	BAGGAGE CHECK	45.00

Expenditure Approval Report

Check Approval Date of 04/30/2026



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
66666-MISC P-CARD VENDOR		
207816	LODGING FOR TYLER	1,889.44
207817	AIR PORT PARKING FOR UNIT 230224	75.00
207821	TYLER CONFERENCE MEALS	49.00
207822	TYLER CONFERENCE LODGING LAS VEGAS	1,889.44
207860	MAYOR LARAMIE TRIP	55.13
207954	MAYOR RAPID CITY TRIP	78.25
	VENDOR TOTAL:	8,407.25
	DIVISION TOTAL:	8,407.25
37-VEHICLE REPLACEMENT		
66666-MISC P-CARD VENDOR		
207922	CHARGER FOR SNAP ON LIGHT DUTY SCANNER	55.00
	VENDOR TOTAL:	55.00
	DIVISION TOTAL:	55.00
	DEPARTMENT TOTAL:	8,462.25
	FUND TOTAL:	8,462.25
	GRAND TOTAL:	108,790.30

Expenditure Approval Report

Check Approval Date of 05/31/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	208082	WEEKLY CLAIMS	1,647.90
		VENDOR TOTAL:	1,647.90
		DIVISION TOTAL:	1,647.90
		DEPARTMENT TOTAL:	1,647.90
		FUND TOTAL:	1,647.90

Expenditure Approval Report

Check Approval Date of 05/31/2026



Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND		
20-HUMAN RESOURCES		
22-HEALTH INSURANCE		
2557-BLUE CROSS BLUE SHIELD OF WYOMING		
208083	DRUG COSTS, WEEKLY CLAIMS, COTIVITI, CASH FLOW REG	84,558.67
	VENDOR TOTAL:	84,558.67
	DIVISION TOTAL:	84,558.67
	DEPARTMENT TOTAL:	84,558.67
	FUND TOTAL:	84,558.67
	GRAND TOTAL:	86,206.57

Expenditure Approval Report

Check Approval Date of 06/08/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	208301	HRA/FSA DEDUCTION INVOICE	966.84
	208302	WEEKLY CLAIMS	4,855.48
		VENDOR TOTAL:	5,822.32
2672-UMB BANK			
	208303	APRIL 2026 P-CARDS	108,790.30
		VENDOR TOTAL:	108,790.30
2435-WYOMING STATE			
	208304	MAY 2026 SALES AND USE TAX	6.00
		VENDOR TOTAL:	6.00
		DIVISION TOTAL:	114,618.62
		DEPARTMENT TOTAL:	114,618.62
		FUND TOTAL:	114,618.62

Expenditure Approval Report

Check Approval Date of 06/08/2026



Invoice Number		Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
2435-WYOMING STATE			
208304		MAY 2026 SALES AND USE TAX	107,349.97
		VENDOR TOTAL:	107,349.97
		DIVISION TOTAL:	107,349.97
		DEPARTMENT TOTAL:	107,349.97

Expenditure Approval Report

Check Approval Date of 06/08/2026



Invoice Number		Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2697-BLACK HILLS WYOMING LLC			
208300		JUNE 2026 CTII GROUND LEASE	4,635.75
		VENDOR TOTAL:	4,635.75
		DIVISION TOTAL:	4,635.75
		DEPARTMENT TOTAL:	4,635.75
		FUND TOTAL:	111,985.72

Expenditure Approval Report

Check Approval Date of 06/08/2026



Invoice Number		Invoice Description	Amount
505-SEWER FUND			
00-UNDEFINED			
00-UNDEFINED			
2435-WYOMING STATE			
208304		MAY 2026 SALES AND USE TAX	838.49
		VENDOR TOTAL:	838.49
		DIVISION TOTAL:	838.49
		DEPARTMENT TOTAL:	838.49
		FUND TOTAL:	838.49

Expenditure Approval Report

Check Approval Date of 06/08/2026



	Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
	208305	MAY 2026 ADMIN FEES AND STOP/LOSS	108,513.06
	208306	DRUG COSTS, WEEKLY CLAIMS, COTIVITI, CASH FLOW REG	120,671.66
		VENDOR TOTAL:	229,184.72
5051-HEALTHEQUITY, INC.			
	208307	JUNE 2026 ADMIN FEES	230.75
		VENDOR TOTAL:	230.75
		DIVISION TOTAL:	229,415.47
		DEPARTMENT TOTAL:	229,415.47
		FUND TOTAL:	229,415.47
		GRAND TOTAL:	456,858.30



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Mayor Lundvall - \$816,210.09
S & S Builders - \$574,207.05 - Pump Station #1 Upgrades
First National Bank - \$30,221.43 - Pump Station #1 Upgrades Retainage
S & S Builders - \$4,934.45 - ECSC Bleacher Shelters
First National Bank - \$259.71 - ECSC Bleacher Shelters Retainage
S & S Builders - \$196,258.08 - 2026 Asphalt Pothole Repair
First National Bank - \$10,329.37 - 2026 Asphalt Pothole Repair Retainage

SUGGESTED ACTION:

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

CASE BACKGROUND:

Mayor Lundvall - \$816,210.09
S & S Builders - \$574,207.05 - Pump Station #1 Upgrades
First National Bank - \$30,221.43 - Pump Station #1 Upgrades Retainage
S & S Builders - \$4,934.45 - ECSC Bleacher Shelters
First National Bank - \$259.71 - ECSC Bleacher Shelters Retainage
S & S Builders - \$196,258.08 - 2026 Asphalt Pothole Repair
First National Bank - \$10,329.37 - 2026 Asphalt Pothole Repair Retainage

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Conflict Claims](#)

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
04-SPECIAL PROJECTS			
1864-FIRST NATIONAL BANK OF GILLETTE			
	208339	ECSC BLEACHER SHELTERS * RETAI	259.71
		VENDOR TOTAL:	259.71
1493-S & S BUILDERS			
	208338	ECSC BLEACHER SHELTERS	4,934.45
		VENDOR TOTAL:	4,934.45
		DIVISION TOTAL:	5,194.16
		DEPARTMENT TOTAL:	5,194.16
		FUND TOTAL:	5,194.16

Expenditure Approval Report
Check Approval Date of 06/16/2026



	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1864-FIRST NATIONAL BANK OF GILLETTE			
	208354	2026 ASPHALT POTHOLE REPAIR PR	10,329.37
		VENDOR TOTAL:	10,329.37
1493-S & S BUILDERS			
	208353	2026 ASPHALT POTHOLE REPAIR PR	196,258.08
		VENDOR TOTAL:	196,258.08
		DIVISION TOTAL:	206,587.45
		DEPARTMENT TOTAL:	206,587.45
		FUND TOTAL:	206,587.45

Expenditure Approval Report
Check Approval Date of 06/16/2026



Invoice Number		Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
1864-FIRST NATIONAL BANK OF GILLETTE			
208321		PUMP STATION #1 UPGRADES (RETA	30,221.43
		VENDOR TOTAL:	30,221.43
1493-S & S BUILDERS			
208320		PUMP STATION #1 UPGRADES	574,207.05
		VENDOR TOTAL:	574,207.05
		DIVISION TOTAL:	604,428.48
		DEPARTMENT TOTAL:	604,428.48
		FUND TOTAL:	604,428.48
		GRAND TOTAL:	816,210.09



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Presentation of the Dan Starks Excellence in Veteran Services Award to Durwood Hand by the Wyoming Veterans Commission & Mayor Lundvall.

CASE BACKGROUND:

Mr. Hand was unable to attend the Wyoming Veterans Commission Ceremony in Casper, the organization requested that it be presented to him at a City Council meeting so that he could be recognized by the Mayor & Council, his family and friends.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[Durwood Hand](#)

Durwood Hand -Volunteers of America Northern Rockies

It is an honor—and truly a privilege—to nominate **Durwood Hand** for the 2026 Dan Starks Excellence in Veteran Services Award. While his accomplishments speak volumes, what truly sets Durwood apart is who he is at his core: a man who leads with heart first, who shows up for others without being asked, and who carries a strength and compassion that changes veterans lives every single day. I work alongside Durwood, but more importantly, I am proud to call him a friend. Watching the way he serves others has changed the way I see this work—and honestly, the way I see people.

A Servant Leader in the Truest Sense

Durwood doesn't just serve Veterans—he *cares* for them. He listens without judgment, meets people where they are, and somehow knows exactly when someone needs encouragement, a reality check, or simply someone to sit with them in silence.

His dedication to a Veteran and his two daughters fleeing domestic violence is one of many examples that reveal his character. Without hesitation, Durwood stepped in and made a monthly three-hour drive (one way) to ensure this family had stability, safety, and someone they trusted. He didn't just deliver services; he helped rebuild a family's sense of hope.

This wasn't "in his region." It wasn't "his responsibility." It was simply **the right thing to do**, and Durwood is the kind of person who does the right thing every time, quietly and without seeking recognition. He never gives up on people, even when they've given up on themselves.

Many of us have witnessed Durwood work miracles with Veterans who are dealing with years of trauma, legal barriers, homelessness, and hopelessness. One Veteran, after nearly a year of setbacks and heartbreak, had lost all faith. Durwood didn't let him disappear. Through patience, creativity, and sheer determination, he found a landlord willing to rent to him—something that had felt impossible for a long time. Thanks to Durwood, that Veteran is no longer homeless, the community views our program with trust and respect and a man who felt forgotten found stability and dignity again. This is the kind of impact he has—not once, but *over and over*.

A Source of Hope for Veterans in Their Darkest Moments

Veterans have described Durwood as the person who pulled them out of darkness, the one who kept their head above water when they couldn't do it themselves. That kind of feedback doesn't come from "doing a job." It comes from **changing lives**. It comes from being someone's lifeline. It comes from being a constant source of strength, belief, and compassion.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **June 16, 2026**

TITLE:

Wyoming Business Council Presentation, WBC Executive Officer Josh Dorrell

STAFF REFERENCE:

Michael H. Cole, City Administrator



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Special Event Permit, including a Street Closure on Rockpile Blvd. from 2nd to 3rd St., and an Open Container Permit, on July 4th, 2026, from 7:00 a.m. to 8:00 p.m. for a 4th of July Celebration, requested by American Legion Post #42.

SUGGESTED ACTION:

I move to approve the foregoing Special Event and Open Container Permit.

CASE BACKGROUND:

American Legion Post #42 is requesting their annual 4th of July Event. This event will include a street closure on Rockpile Blvd. from 2nd St. to 3rd St., live music/P.A. system, a street dance, and an Open Container Permit for alcohol/malt beverages.

A certificate of insurance has been provided with a \$1M limit per occurrence.

Applicant is requesting barricades and 5 Roll-out dumpsters.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[MAP](#)

[Certificate of Insurance](#)

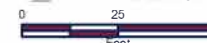
American Legion 4th of July Celebration, 8 am-10 pm

W 2nd St

Rockpile Blvd



May 29, 2026
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3803
Phone (307) 696-5364
www.gillettawy.gov



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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/26/2025

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

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

PRODUCER Lockton Affinity, LLC P. O. Box 879610 Kansas City, MO 64187-9610	CONTACT NAME: Lockton Affinity, LLC	
	PHONE (A/C, No, Ext): 800-669-9944	FAX (A/C, No): 913-652-7599
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : AIX Spec. Ins. Co.	12833
INSURED Campbell County American Legion Post #42 P O Box 68 Gillette, WY 82717-0068	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			LFZ-ML-20001207-01	10/01/2025	10/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			LFZ-ML-20001207-01	10/01/2025	10/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 100,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			LFZ-ML-20001207-01	10/01/2025	10/01/2026	Occurrence \$1,000,000 Aggregate \$1,000,000

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

Location Address: 200 Rockpile Ave., Gillette, WY 82718
Location Address: 917 E. Longmont, Gillette, WY 82716 - Concession Stand

CERTIFICATE HOLDER

Proof of Coverage 1268675	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

© 1988-2014 ACORD CORPORATION. All rights reserved.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration to allow Gillette Rail Yard LLC to utilize their Retail Liquor License to apply for a Catering Permit in Casper, WY for a Live Music Event at Gruner Brothers Brewing on June 18-20, 2026.

SUGGESTED ACTION:

I move to approve the foregoing Out of Jurisdiction Catering Permit.

CASE BACKGROUND:

Gillette Rail Yard LLC holds a Retail Liquor License in the City of Gillette, is in good standing, and has requested permission to sell alcohol at an event out of jurisdiction. Wyoming State Statute requires written approval from the City Council for such a request.

W.S. 12-4-502(d) - Any applicant applying for a permit authorized by this section and having licensed premises located within a jurisdiction other than that jurisdiction to which application is made, shall secure the written approval of the licensing authority of that jurisdiction in which the licensed premises are located prior to filing an application for a permit.

The event will take place at Gruner Brothers Brewing in Casper, WY on June 18-20th from 4:00 pm to 10:00 pm.

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[Application](#)

[Property Owner Permission](#)



CITY OF GILLETTE

www.gillettewy.gov

Public Affairs Department – City Clerk Division

201 E. 5th Street Gillette, WY 82716

Phone: (307) 686-5210

clerks@gillettewy.gov

REQUEST FOR OUT OF JURISDICTION CATERING APPLICATION

RETAIL LIQUOR LICENSE HOLDER: Gillette Railyard LLC

APPLICANT NAME: Chris O'Bryan

APPLICANT PHONE #: 3072746078

APPLICANT E-MAIL ADDRESS:

chris.obryan@railyardrestaurants.com

EVENT LOCATION NAME: Gruner Brothers Brewing

EVENT LOCATION ADDRESS: 1301 Wilkins Circle, Casper, WY 82601

DATE OF EVENT: June 18th – 20th

TIME OF EVENT: 4 pm AM/PM TO 10 pm AM/PM

EVENT DETAILS: live music event at Gruner Brothers and they have asked us to

provide a bar inside for it

APPLICANT SIGNATURE: [Signature] DATE: 5/27/2026

Received by the City Clerk's Office: alicia allen 6/9/2026

Applicant in good standing? ☒ Y / N

City Council Approval Date: _____

In reference to W.S. 12-4-502(d), this letter serves as notification that the above applicant holds a retail liquor license in Gillette, Wyoming, is in good standing, and has permission from the City of Gillette to apply for a catering permit in your jurisdiction for the event listed above.

Shay Lundvall, Mayor

Alicia Allen, City Clerk



Alicia Allen <aliciaa@gillettewy.gov>

Fw: Letter of permission for alcohol sales

Chris OBryan <Cpobryan@outlook.com>
To: Alicia Allen <aliciaa@gillettewy.gov>

Thu, Jun 11, 2026 at 9:17 AM



Chris O'Bryan
Owner

Chris.obryan@railyardrestaurants.com
(307) 274-6078
www.railyardrestaurants.com

Sent from my Verizon, Samsung Galaxy

smartphone
Get [Outlook for Android](#)

From: Sonya Gruner <sonya@grunerbrewing.com>
Sent: Thursday, 11 June 2026 09:08:22
To: Chris O'Bryan <Cpobryan@outlook.com>
Subject: Letter of permission for alcohol sales

Gruner Brothers Brewing give permission for railyard/petro pub to serve alcohol at Gruner Brothers Brewing June 18-20, 2026

Sonya Gruner
Sent from my iPhone

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration for the Acceptance of Public Improvements for the O'Hara Drive Water Main Replacement Project, Installed by Hot Iron, Inc., in the Amount of \$836,891.45 (1% Project)

SUGGESTED ACTION:

I move for Approval of the Acceptance of Public Improvements for the O'Hara Drive Water Main Replacement Project, Installed by Hot Iron, Inc., in the Amount of \$836,891.45 (1% Project)

PROJECT NUMBER:

25EN22

CASE BACKGROUND:

The O'Hara Drive Water Main Replacement Project provided a complete replacement of the existing water main under O'Hara Drive east of Butler Spaeth Road via horizontal directional drilling to preserve the existing surfacing between Butler Spaeth Road and Stetson Drive. Approximately one third (1/3) of the project from Stetson Drive to the end of the O'Hara Drive cul-de-sac and the O'Henry Court cul-de-sac was performed by open trenching and provided replacement of the road surfacing in these areas (see the attached map).

WHY NEEDED: The existing cast iron water main was installed in 1976 and was in need of replacement due to water main breaks becoming more prevalent in recent years. Additionally, this project prepared the southern portion of the subdivision for a future project in the CIP to replace the water mains under O'Shannon Drive, O'Henry Drive and Kathleen Place. This Phase I project helped in providing increased control and reliable water main isolation for the Phase II project in the upcoming years. The "Killarney Watermain Replacement Project Phase 2" is identified in the CIP in fiscal year 2028/29.

SCHEDULE: The contractor began work in November 2025 with the water main replacement component of the project being completed in early December 2025. Work resumed in late February of 2026 and proceeded through early May of 2026. All work was completed within the contract time and no liquidated damages were assessed.

BUDGET: The project was awarded in the amount of \$850,384.51 with three change orders executed with the project.

Change order 1 - no cost change ; Added time to the contract due to weather days.

Change order 2 - increase of \$17,838.37 ; added additional curb & gutter, driveway and sewer service repair.

Change order 3 - decrease of (\$31,331.43) ; reconciled quantities.

Final cost - \$836,891.45

This project was fully funded from the Optional 1% Sales Tax Fund in FY2026.

ACTUAL COST VS BUDGET:

Actual: \$836,891.45; Budget: \$875,000.00

STAFF REFERENCE:

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

ATTACHMENTS:

[Certificate of Substantial Completion](#)

[Certificate of Final Completion](#)

[Warranty](#)

[Affidavit on Behalf of Contractor](#)

[Reference Map](#)

CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: O'Hara Drive Water Main Replacement

Project No.: 25EN22

Date of Contract: November 4, 2025

Owner: City of Gillette

Contractor: Hot Iron, Inc.

This Certificate of Substantial Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

May 13, 2026
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
 X Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

Substantial Completion Walk Through Correction List dated May 19,
2026

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 23 day of May, 2026

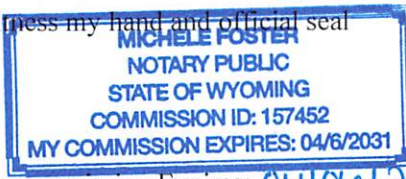
Hot Iron, Inc.

Del Toro Vice President
SIGNATURE (TITLE)

STATE OF WYOMING }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by Rafael Del Toro,
this 23 day of May, 2026

Witness my hand and official seal



My commission Expires: 04/06/2031

Michele Foster
Notary Public

CITY OF GILLETTE

Shay Lundvall, Mayor

Date

(S E A L)
ATTEST:

Alicia Allen, City Clerk



1900 West Warlow Drive, Suite B
Gillette, WY 82716-2582
307 682 9500
KLJENG.COM

May 19, 2026

Rafael Del Toro
Project Manager
Hot Iron, Inc.
1401 Oil Drive
Gillette, Wyoming 82716

Re: O'Hara Drive Water Main Replacement – Project Number 25EN22: Substantial Completion Walkthrough, Correction List

Dear Mr. Del Toro:

A substantial completion meeting was conducted on the afternoon of May 13, 2026, with representatives from Hot Iron, COG, and KLJ all present.

The representatives walked the entire length of the project from the east end cul-de-sac to the intersection of O'Hara Drive with Butler Spaeth Road. There was some discussion about the open throat inlet at the east end and repairs that would be needed. Hot Iron was going to provide an estimate, and a decision would be made whether to proceed.

It is anticipated that the contractor will reach Final Completion of the project on or before the completion date of May 22, 2026, and no liquidated damages are currently recommended to be withheld in accordance with Article 4.03 of the Agreement based on the achievement of Substantial Completion for the entire project reliant on diligent effort to complete the project as soon as possible.

The below items were discussed for review and acceptance.

1. Follow up correspondence with the wastewater department will take place this week. Confirmed with the wastewater department on May 19, that a field review was completed for all manholes, adjustments and lids replaced. No correction items were noted.
2. The water department was onsite at the start of our walkthrough to state they completed a walk through earlier in the day for all water valves, adjustments, test stations, fire hydrants, etc. No correction items were noted.

Correction/Completion Items noted:

1. General clean-up of site. Dirt, debris, utility marker pin flags, etc. to be cleaned up and removed from the construction limits.
2. Seal expansion joint at O'Hara Drive and Butler Spaeth Road and any other expansion joints that might have been missed throughout the project area.

Any item on this list that is found to need correction will be up to the Contractor to repair/replace. If the Contractor disputes any of the items on this list, we would recommend a meeting be scheduled between the Contractor, the Engineer, and the Owner.



Please advise when the correction items have been addressed and a final completion review will be completed. Don't hesitate to contact us at 307.682.9500 if you have any questions or concerns.

Sincerely,

KLJ

A handwritten signature in blue ink, appearing to read 'Adrienne Hahn'. The signature is fluid and cursive, with a large initial 'A'.

Adrienne Hahn, PE
Project Manager

**CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION**

Project: O'Hara Drive Water Main Replacement

Project No.: 25EN22

Date of Contract: November 4, 2025

Owner: City of Gillette

Contractor: Hot Iron, Inc.

Engineer: KLJ Engineering, LLC

This Certificate of Final Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

June 16, 2026
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 24 day of May, 2026

Hot Iron, Inc.
CONTRACTOR

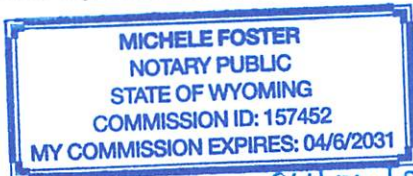
Del Toro R Vice President
SIGNATURE TITLE

STATE OF WYOMING }
 }
COUNTY OF CAMPBELL }

SS

The foregoing instrument was acknowledged before me by Rafael Del Toro,
this 26 day of May, 2026.

Witness my hand and official seal



Michele Foster

Notary Public

My commission Expires: 04/06/2031

CITY OF GILLETTE

Shay Lundvall, Mayor

Date

(S E A L)
ATTEST:

Alicia Allen, City Clerk

WARRANTY

(Contractor)

Hot Iron, Inc hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the **O'Hara Drive Water Main Replacement, City Project No. 25EN22** 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 the O'Hara Drive Water Main Replacement, City Project No. 25EN22.

DATED this 26 day of May, 2026.

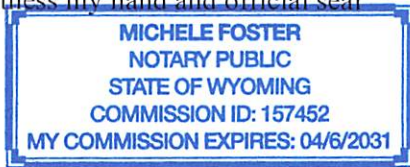
Hot Iron, Inc.
CONTRACTOR

Rafael De Toro Vice President
SIGNATURE (TITLE)

STATE OF WYOMING }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by Rafael De Toro,
this 26 day of May, 2026

Witness my hand and official seal



Michele Foster
Notary Public

My commission Expires: 04/06/2031

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: Wyoming

CITY: Gillette

COUNTY: Campbell

DATE: May 21, 2026

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and Hot Iron, Inc. the Contractor, dated November 4, 2025.

For the O'Hara Drive Water Main Replacement – 25EN22 Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contract.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every kind and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

Hot Iron, Inc.
Contactor
1951 Oil Drive
Address
Gillette
City
Wyoming
State
82716
Zip Code

05/26/2026
Date

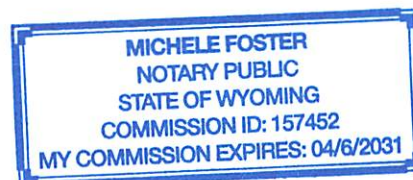
Del Toro R.
Signed by

Vice President
Title

Subscribed and sworn to before me this 26 day of May, 2026.

Michele Foster
Notary Public

My Commission Expires: 04/06/2031



25EN22-O'Hara Drive Water Main Replacement





**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Bid Award for the Annual Miscellaneous Electrical Service Drops to ProElectric, Inc., of Gillette, Wyoming.

SUGGESTED ACTION:

I Move for the Approval of a Bid Award for the Annual Miscellaneous Electrical Service Drops to ProElectric, Inc., of Gillette, Wyoming.

CASE BACKGROUND:

This project will consist of installation of new, as well as failed, electrical service drops at necessary locations for the electric utility as well as other similar needs for other City departments and divisions.

Bids for this project were opened on May 21, 2026 at 3:00 P.M. at the office of the City Purchasing Division, Central Warehouse, 800 North Burma Avenue, Gillette, Wyoming.

Contract bid documents were received from one bidder. The bid evaluated costs are shown below:

CONTRACTOR	BID EVALUATED COSTS
ProElectric, Inc.	\$2,095.00

The evaluated total shown is based on a formula set for the purpose of bid evaluation only. A copy of the bid tabulation is attached for your review. Actual costs and number of services to be installed for the 2026/27 budget year is estimated at:

65 Services @ \$1,100.00 per service = \$71,500.00

This is a 12% increase over last year.

STAFF RECOMMENDATION:

ACTUAL COST VS BUDGET:

Funding for this project will come from the service drop contract line item #504-70-74-442-30-43410 in the Power fund.

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

[Service Drop Bid Opening Results](#)

[ProElectric, Inc. Bid Form](#)



CITY OF GILLETTE BID OPENING RESULTS FORM

Project:

Annual Trenching & Boring Services

City of Gillette Project Number: _____

Date May 21, 2026

OWNER: CITY OF GILLETTE

TIME: 3:00 P.M.

	Bidder	Addendum	Bid Bond	Certificate of Residency	Bid Amount
1.	Pro Electric			X	2,095.00
2.					
3.					
4.					
5.					
6.					
7.					
8.					

ENGINEER'S ESTIMATE S

SERVICE DROP CONTRACT 2026-27

PRO

ITEM	DESCRIPTION	UOM	EVALUATION QUANTITIES	UNIT PRICE	PRICE
Section 1	TRENCHING				
1	Standard installation	LS	1	\$475.00	\$475.00
2	Standard Trench (24" Secondary)	LF	60	\$3.50	\$210.00
3	Frost Trench (24" Secondary)	LF	60	\$4.50	\$270.00
Section 2	HAND DIGGING				
4	Hand Dig Normal Trench (24" secondary)	LF	5	\$8.00	\$40.00
5	Hand Dig Frost Trench (24" Secondary)	LF	5	\$11.00	\$55.00
6	Hand Dig Normal Trench (14" secondary)	LF	5	\$7.00	\$35.00
7	Hand Dig Frost Trench (14" secondary)	LF	5	\$10.00	\$50.00
8	Sidewalk Crossing	LS	1	\$15.00	\$15.00
Section 3	BORING				
10	1" - 2.5" Bore	LF	25	\$14.00	\$350.00
12	Cold Bore Adder	LF	0	\$2.50	\$0.00
Section 4	CONDUIT INSTALLATION				
13	Communication Conductors Installation	LF	60	\$0.75	\$45.00
14	Electrical Conductor & Conduit Installation &	LF	60	\$2.25	\$135.00
Section 5	TRENCH BACKFILL				
15	Compacted 24"	LF	60	\$1.00	\$60.00
Section 6	SURFACE RESTORATION				
16	Sod	SF	20	\$0.75	\$15.00
Section 7	MISCELLANEOUS				
17	Hourly Man Rate	HR	1	\$70.00	\$70.00
18	Hourly Backhoe	HR	1	\$75.00	\$75.00
19	Hourly Skid	HR	1	\$75.00	\$75.00
20	Hourly Dump Truck	HR	1	\$20.00	\$20.00
21	"Vactor" Truck	HR	1	\$100.00	\$100.00
Evaluation Subtotals:					\$2,095.00
5% Adder for no Certificate of Residence					\$0.00
Evaluation Totals:					\$2,095.00



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Bid Award for Annual Trenching and Boring Services to MCM General Contractors, Inc., in the Amount of \$98,122.50.

SUGGESTED ACTION:

I Move for the Approval of a Bid Award for the Annual Trenching and Boring Services to MCM General Contractors, Inc., of Gillette, Wyoming in the Amount of \$98,122.50.

CASE BACKGROUND:

Bids for this project were opened on May 21, 2026 at 2:30 P.M. at the office of the Purchasing Division, Central Warehouse, 800 North Burma Avenue, Gillette, Wyoming. Contract bid documents were received from two bidders. The bid evaluated costs are shown below:

CONTRACTOR	BID EVALUATED COSTS
MCM General Contractors, Inc.	\$98,122.50
DRM, Inc.	\$110,516.70

The evaluated total shown above is based on a formula set for the purpose of bid evaluation only. A copy of the bid tabulations is attached for your review.

ACTUAL COST VS BUDGET:

Funding for this project will come from various line items in the Power fund; including capital contribution, maintenance of distribution and various specific project accounts.

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

[Trench and Bore Bid Opening Results](#)
[2026-27 Trench-Bore Bid Eval](#)



CITY OF GILLETTE BID OPENING RESULTS FORM

Project:

Annual Trenching & Boring Services

City of Gillette Project Number: _____

Date May 21, 2026

OWNER: CITY OF GILLETTE

TIME: 2:30 P.M.

	Bidder	Addendum	Bid Bond	Certificate of Residency	Bid Amount
1.	MCM			X	\$89,722.50
2.	DRM			X	\$110,516.70
3.					
4.					
5.					
6.					
7.					
8.					

ENGINEER'S ESTIMATE S

TRENCH/BORE CONTRACT EVAL 2026-27

ITEM	DESCRIPTION	UOM	QTY.	MCM		DRM	
				UNIT PRICE	PRICE	UNIT PRICE	DRM
Section 1	TRENCHING						
1	Standard Trench (48" Primary)	LF	300	\$2.05	\$615.00	\$2.66	\$798.00
2	Standard Trench (24" Secondary)	LF	75	\$1.55	\$116.25	\$2.42	\$181.50
3	Frost Trench (48" Primary)	LF	100	\$3.40	\$340.00	\$3.63	\$363.00
4	Frost Trench (24" Secondary)	LF	50	\$2.90	\$145.00	\$3.27	\$163.50
5	Hand Dig Normal Trench (48" Primary)	LF	5	\$4.55	\$22.75	\$5.81	\$29.05
6	Hand Dig Normal Trench (24" secondary)	LF	5	\$3.90	\$19.50	\$4.36	\$21.80
7	Hand Dig Frost Trench (48" Primary)	LF	5	\$5.50	\$27.50	\$7.26	\$36.30
8	Hand Dig Frost Trench (24" Secondary)	LF	5	\$4.55	\$22.75	\$4.36	\$21.80
Section 2	BORING						
9	10" Bore	LF	300	\$25.50	\$7,650.00	\$35.09	\$10,527.00
10	8" Bore	LF	300	\$23.50	\$7,050.00	\$26.62	\$7,986.00
11	6" Bore	LF	500	\$22.50	\$11,250.00	\$24.20	\$12,100.00
12	4" Bore	LF	600	\$20.00	\$12,000.00	\$19.36	\$11,616.00
13	2.5" Bore	LF	600	\$16.50	\$9,900.00	\$16.94	\$10,164.00
14	Cold Bore Adder	LF	0	\$0.00	\$0.00	\$0.03	\$0.00
Section 3	CONDUIT INSTALLATION						
15	1"	LF	250	\$0.55	\$137.50	\$0.36	\$90.00
16	2"-2½ Conduit Installation	LF	250	\$0.70	\$175.00	\$0.61	\$152.50
17	4" Conduit Installation	LF	250	\$1.25	\$312.50	\$1.82	\$455.00
18	6" Conduit Installation	LF	250	\$1.75	\$437.50	\$2.42	\$605.00
Section 4	TRENCH BACKFILL						
19	Compacted 48"	LF	300	\$1.30	\$390.00	\$1.82	\$546.00
20	Compacted 24"	LF	75	\$1.15	\$86.25	\$1.45	\$108.75
Section 5	MISCELLANEOUS						
21	Hourly Man Rate	HR	320	\$50.00	\$16,000.00	\$60.50	\$19,360.00
22	Hourly Backhoe	HR	65	\$85.00	\$5,525.00	\$121.00	\$7,865.00
23	Hourly Skid	HR	20	\$85.00	\$1,700.00	\$108.90	\$2,178.00
24	Hourly Dump Truck	HR	10	\$80.00	\$800.00	\$102.85	\$1,028.50
25	"Vactor" Truck	HR	60	\$250.00	\$15,000.00	\$242.00	\$14,520.00
226	"Vactor" Trailer	HR	60	\$140.00	\$8,400.00	\$160.00	\$9,600.00
Evaluation Subtotals:					\$98,122.50		\$110,516.70
5% adder for no WY Residency Certificate					\$0.00		\$0.00
Evaluation Totals:					\$98,122.50		\$110,516.70



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Quote Agreement to Advance Lining, LLC, of Belgrade, Montana in the Amount of \$58,642.62 for Lining (19) 4' Diameter Manholes (202 Vertical Feet).

SUGGESTED ACTION:

I Move for Approval of a Quote Agreement to Advance Lining, LLC, of Belgrade Montana in the Amount of \$58,642.62 for Lining Approximately (19) 4' Diameter Manholes (202 Vertical Feet).

CASE BACKGROUND:

Background

This project is budgeted as annual work in FY26 for Wastewater Collection System maintenance.

Bids

Bidder	Bid Price	Notes
Advance Lining, LLC Belgrade, Montana	\$58,642.62	(19) 4' diameter manholes (202 vertical feet)
Concrete Conservation, LLC Jacksonville, Florida	\$59,590.00	(19) 4' diameter manholes (202 vertical feet)

ACTUAL COST VS BUDGET:

Actual Cost: \$58,642.62; Budgeted Amount \$85,000.00

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

[WASTEWATER MANHOLE LINING QUOTE AGREEMENT - ADVANCED LINING, LLC, BELGRADE, MONTANA](#)

WASTEWATER MANHOLE LINING QUOTE AGREEMENT

Agreement made and entered into this 18 day of MAY, 2026 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 **Advanced Lining, LLC**, of **81 Gold Miner Lane Unit A**, City of **Belgrade**, State of **Montana**, 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:

Manhole lining rehabilitation for 19 4' manholes.

This annual contract could be renewed for up to TWO (2) additional years, provided the agreed prices remain the same and a new contract is signed.

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 1, 2026.**

5. CONTRACTOR agrees to perform all the work described for the project for the Following Sum(s) of **\$58,642.62.**

NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
1.	Approximately 19 Manholes, Diameter 4'	VERTICLE FT	202	\$290.31	\$58,642.62
Total Bid:					\$58,642.62

*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 Brandenburg who can be contacted at Wastewater Division.

Address: 3101 S. Garner Lake Rd
Gillette, WY 82718
Phone: (307) 686-2594

The CONTRACTOR's representative will be Landon Blakely, who can be contacted at Advanced Lining, LLC.

Address: 81 Gold Miner Ln, Unit A
Belgrade, MT 59714
Phone: (801) 989-6390

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.

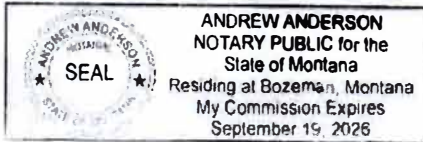
DATED this 18th day of May, 2026 in GILLETTE, WYOMING.

CONTRACTOR – Advanced Lining, LLC

[Signature] VP of Operations

STATE OF MONTANA }
 } SS.
COUNTY OF GALLATIN }

The above and foregoing instrument was acknowledged before me by
Jerry Lee Bos, VP of Operations, This 18 day of May, 2026.



Witness my hand and official seal.

[Signature]
Notary Public

My Commission Expires: 09/19/2026

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 _____, 2026.

Witness my hand and official seal.

Notary Public

My Commission Expires:

Quote Agreement



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Professional Services Agreement with West Edge, LLC to provide Marketing Agency Services in the amount of \$84,000.

SUGGESTED ACTION:

I move to approve a Professional Services Agreement with West Edge, LLC to provide Marketing Agency Services in the amount of \$84,000.

CASE BACKGROUND:

Enclosed for your review are the following documents:

1. City of Gillette Economic Development Marketing Agency Services Request for Proposals
2. West Edge, LLC Response to Request for Proposal
3. Professional Services Contract for Marketing Agency Services between West Edge, LLC and the City of Gillette

During the January 20, 2026 regular City Council meeting, the Governing Body approved a budget amendment to appropriate \$84,510 from the City's proceeds following the dissolution of the Northeast Wyoming Growth Alliance to Special Projects for marketing agency services to aid in the recruitment of businesses to the Gillette area.

On March 6, 2026, the City released a Request for Proposals soliciting interest for professional services to provide agency marketing services.

Following the RFP process, the City received one proposal from West Edge, LLC based in Cheyenne, WY to provide the requested agency marketing services.

Representatives from the City met with West Edge, LLC to discuss their proposal and learn more about services offered.

On Monday, June 8, the City received a signed copy of a Professional Services Contract for Marketing Agency Services from West Edge, LLC.

STAFF RECOMMENDATION:

Staff recommends approval of the attached contract.

ACTUAL COST VS BUDGET:

\$84,000 actual vs \$84,510 budget within Special Projects

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[RFP](#)

[Proposal](#)

[Contract](#)



CITY OF GILLETTE, WYOMING

REQUEST FOR PROPOSALS (RFP)

Economic Development Marketing Agency Services

Release Date: March 6, 2026

Proposal Due Date: April 17, 2026

INFORMATION FOR PROPOSERS

1.1. In order to be considered for an award, each proposal must bear the signature of an officer or authorized representative of the firm. Facsimile, telephone, e-mail or telegraph proposals will not be accepted.

1.2. Proposals received after the date and time specified in the Advertisement will not be accepted or considered. This requirement is strictly enforced. Proposals received after the date and time specified in the Advertisement will not be considered and will be returned unopened.

1.3. Proposal information is restricted and not publicly available until after the award of the contract by the governing body of the City of Gillette (City), Wyoming.

1.4. Proposals received shall become property of the City. Once a professional services contract has been executed by all parties for this request, proposals received by the City shall be available for public review in accordance with the *Wyoming Public Records Act* – W.S. 16-4-201 through W.S. 16-4-205.

1.5. All work papers, analyses, studies, reports, documentation, correspondence, and related work products developed by the consultant for the duration of the services shall be submitted to the City and shall become property of the City.

1.6. A proposal that is in the possession of the City may be altered by letter bearing the original signature and name of the officer or authorized representative of the individual or firm, provided it is received **prior to the date and time of the proposal deadline**. The letter should not reveal the proposal pricing but should indicate the addition, subtraction, or other net change. Facsimile, telephone, e-mail, telegraph, or verbal alterations will not be accepted.

1.7. A proposal that is in the possession of the City may be withdrawn by the officer or authorized company representative up to the time of the proposal deadline.

1.8. No prospective proposer shall withdraw their proposal for a period of thirty (30) days after the actual date of the proposal deadline.

1.9. The City shall provide all possible assistance and cooperation to individuals and firms preparing proposals for these services. The proposer should understand that verbal comments may be subject to misinterpretation and are in no way binding on the individual, firm, or City. If questions arise concerning any aspect of this Request for Proposal (RFP), the proposer should request clarification in writing. A copy of the request, as well as the written response, shall be provided to all individuals and firms receiving an RFP for the requested services.

1.10. The City hereby notifies all prospective proposers that it will affirmatively ensure that in any contract entered into pursuant to the advertisement, small or minority business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of age, race, religion, color, sex, national origin, ancestry, or other protected class in consideration for an award.

1.11. The proposer hereby agrees that should they be awarded this contract, the proposer shall not discriminate against any person who performs work hereunder because of age, race, religion, color, sex, national origin, ancestry, or other protected class.

1.12. After the successful proposer is selected, the City will negotiate a final contract, scope of services, schedule, and contract price based on, but not limited to, the work items in **Section 3: Scope of Work**. Upon notification in writing by the City, the successful proposer will develop and provide a draft professional services contract for the services being requested. The form, language, and context of the draft professional services contract shall be prepared by the individual or firm selected to perform the services, based on industry standards. The City will review the proposed contract developed by the successful proposer, make recommendations for alteration, and finalize the form and language for consideration by the successful proposer and the governing body of the City of Gillette.

1.13. After the final contract has been executed by all parties and work has commenced, payment to the successful proposer shall be based on an itemized billing of work completed as derived from the approved hourly rate and reimbursable expense price schedule approved by the City and contained in the contract for services. A maximum amount will be specified in the contract, which shall not be exceeded without prior written consent of the City. Requests for

payment must be made on forms provided by the City and must be properly executed. Payment will be made no more often than monthly.

1.14. The successful proposer shall be fully insured and shall submit evidence of coverage by general professional liability insurance for this engagement. Proof of insurance shall be submitted to the City upon receipt of the official Notice of Award.

1.15. The successful proposer shall indemnify and save harmless the City, its officers and employees from all suits, actions, or claims of any character brought because of injuries or damage received or sustained by any person, persons, or property; on account of the operations of the successful proposer; or because of any act, omission, neglect, or misconduct of the successful proposer; or from any claims or amounts arising or recovered under the Workman's Compensation Act or any other law, ordinance, or decree.

1.16. The successful proposer shall furnish all materials, equipment, and labor necessary to complete the requested services.

1.17. The proposer shall be solely liable for their actions.

1.18. Final selection of a consultant and issuance of a work contract for any phase of work will be authorized by the governing body of the City of Gillette.

1.19. The City reserves the right to waive any informality in any proposal and/or reject any or all proposals submitted and to accept the proposal it feels is in the best interest of the City.

1. PURPOSE

The City of Gillette, in partnership with Campbell County Economic Development (collectively “City”), is soliciting proposals from qualified marketing agencies to develop and implement a comprehensive economic development marketing campaign.

The selected firm will support business attraction, business retention and expansion, workforce recruitment, and overall economic positioning efforts. The City seeks a strategic partner capable of elevating Gillette’s brand as a competitive, future-focused business destination while honoring its energy heritage and regional strengths.

Final contract approval is subject to City Council authorization.

2. BACKGROUND

Gillette, Wyoming, serves as a regional economic hub in Northeast Wyoming and is historically known as the “Energy Capital of the Nation.” As the community continues to evolve its economic base, the City is prioritizing:

- Business attraction in targeted industry sectors
- Diversification beyond traditional energy industries
- Workforce recruitment and talent retention
- Site selector and broker engagement
- Positive regional and national perception

The City seeks a marketing partner to position Gillette competitively within the Mountain West and nationally.

3. SCOPE OF WORK

The selected agency will collaborate with City leadership, economic development staff, and community stakeholders.

3.1 Strategic Deliverables

The agency will be expected to:

- Conduct a marketing and brand audit
- Develop a comprehensive economic development marketing strategy
- Define target audiences (site selectors, industry clusters, workforce, etc.)
- Refine or evolve brand positioning (if necessary)

- Develop campaign messaging platform and key narratives
- Identify priority channels and media strategy
Establish measurable KPIs
- Evaluate existing assets and incorporate strategically in campaigns to showcase Gillette's potential to developers, etc.

3.2 Creative & Campaign Development

Deliverables may include:

- Campaign concept and visual identity
- Economic development website strategy or redesign guidance
- Industry-specific landing pages
Business recruitment collateral (print + digital)
- Video storytelling assets
- Site selector toolkits
- Workforce recruitment messaging assets
- Digital ad creative and media placement strategy
- LinkedIn and trade publication campaign development
- Presentation decks for business recruitment
- Photography and videography coordination

3.3 Implementation Support

The agency may be asked to:

- Manage media buying
- Provide ongoing content creation
- Support trade show/event branding
- Produce quarterly performance reports
- Attend stakeholder meetings (virtually or in person)
- Will this approach be in phases? If not, should it be?

The City anticipates awarding an initial strategic campaign contract, with the potential for ongoing project-based work.

4. PROJECT SCHEDULE

The City intends to follow the schedule below. Dates are subject to change.

- **RFP Released:** March 9, 2026
- **Intent to Bid Due:** Mar 16, 2026 - 5:00 PM MST
- **Deadline for Written Questions:** March 27, 2026 – 5:00 PM MST
- **Responses to Questions Issued:** April 1, 2026
- **Proposals Due:** April 17, 2026 – 5:00 PM MST
- **Evaluation of Written Proposals:** April 20–24, 2026
- **Finalists Notified:** April 28, 2026
- **In-Person Interviews:** May 18–20, 2026
- **Notice of Intent to Award:** June 1, 2026
- **City Council Contract Approval:** June 9, 2026

5. INTENT TO BID & QUESTIONS

Firms intending to submit a proposal must submit a written Intent to:

Tonia Hughes at tonia@gillettewy.gov

Intent to Bid must be received no later than 5:00 PM MST on March 16, 2026.

All questions must be submitted in writing to :

Tonia Hughes at tonia@gillettewy.gov

Questions must be received no later than March 27, 2026 at 5:00 PM MST.

Responses will be issued in writing to all registered respondents by April 1, 2026.

6. PROPOSAL SUBMISSION REQUIREMENTS

Proposals shall be submitted electronically as one PDF document to:

Tonia Hughes at tonia@gillettewy.gov

Proposals must be received no later than April 17, 2026 at 5:00 PM MST

Proposals must include the following sections:

Cover Letter & Executive Summary

- Statement of interest
- Understanding of project objectives
- Confirmation of authorization to bind firm

Agency Qualifications (25 Points)

- Firm history and size
- Experience in economic development marketing
- Experience with municipalities or public entities
- Relevant case studies with measurable outcomes
- Minimum of three references

Team & Key Personnel (15 Points)

- Project team structure
- Resumes of key personnel
- Identification of day-to-day account lead
- Description of subcontractors (if applicable)

Strategic Approach (30 Points)

- Understanding of Gillette's economic context
- Proposed methodology

- Approach to stakeholder engagement
- Initial campaign thinking (high-level concepts only)
- Measurement and reporting approach

Work Samples (15 Points)

- Economic development or related sector work
- Digital and print examples
- Video or storytelling assets
- Campaign case studies

Cost Proposal (15 Points)

- Fee structure (hourly or flat)
- Estimated cost range for initial strategy + campaign launch
- Media commission structure (if applicable)
- Description of budget management approach

The City reserves the right to negotiate pricing with selected finalists.

7. EVALUATION CRITERIA

Proposals will be evaluated based on:

Criteria	Points
Agency Qualifications & Experience	25
Team & Key Personnel	15
Strategic Approach & Understanding	30
Work Samples	15
Cost Proposal	15
Total Possible Points	100

Finalists will be invited for in-person interviews. Interviews will be scored and may impact final selection.

8. ORAL PRESENTATIONS

Finalists will be invited to present in person in Gillette during the week of May 18–20, 2026. Presentations will be evaluated and may impact final selection.

Each finalist presentation should include:

- Refined strategic overview based on the firm's written proposal
- Introduction of key team members assigned to the account
- Discussion of implementation approach, timeline, and collaboration process
- Proposed solution to a scenario provided by the City (see below)
- Question and answer session with the selection committee

Scenario Exercise Requirement

Prior to interviews, each finalist will receive a hypothetical economic development marketing scenario. The scenario will reflect a realistic challenge facing the City (e.g., recruitment of a target industry sector, workforce attraction campaign, perception shift, or broker engagement strategy).

Finalists will be expected to:

- Outline their strategic thinking
- Define target audience and positioning
- Propose messaging approach
- Recommend channels and tactics
- Identify success metrics

This exercise is intended to evaluate strategic clarity, creativity, and practical execution. It is not intended to produce finished creative assets. The City will not use or implement ideas presented without contract award.

9. NEGOTIATIONS & AWARD

The City intends to select the firm whose proposal is determined to be most advantageous based on qualifications, approach, and cost.

The City reserves the right to:

- Reject any or all proposals
- Request Best and Final Offers
- Negotiate scope and pricing
- Award to one or more firms

Award is anticipated June 1, 2026, pending City Council approval on June 9, 2026.

10. CONTRACT TERM

The initial contract term shall be one (1) year, with up to four (4) optional one-year renewals, subject to performance and funding availability.

11. GENERAL CONDITIONS

- All proposal preparation costs are the responsibility of the respondent
- The City is not obligated to award a contract
- Submitted materials become property of the City
- Conflict of interest disclosures are required
- Award is subject to City Council approval

RESPONSE TO REQUEST FOR PROPOSAL

City of Gillette + Campbell County Economic Development
Marketing Agency Services

April 17, 2026

TABLE OF CONTENTS



Cover Letter & Executive Summary	3
Agency Qualifications	4
Team & Key Personnel	9
Strategic Approach	10
Work Samples	16
Cost Proposal	20
Conclusion	21

Responding Agency

West Edge, LLC

610 W. 15th St.

Cheyenne, WY 82001

307.222.9564

info@westedge.us

westedge.us

Primary Contact

Andi Jaspersen

Client Success Manager

307.222.9564

andi@westedge.us

Authorized Signer

Jesse Sevier

Business Development Director

307.275.7508

jesse@westedge.us

Tax Information

ID #: 47-3259774

COVER LETTER & EXECUTIVE SUMMARY



Dear City of Gillette and Campbell County Economic Development Selection Committee,

West Edge is enthusiastic about the opportunity to partner with the City of Gillette and Campbell County Economic Development to develop and implement a comprehensive economic development marketing campaign.

Gillette's identity as the "Energy Capital of the Nation" is a defining strength—and one that continues to position the community at the center of America's energy future. This campaign is an opportunity to build on that foundation by elevating Gillette as a national leader in legacy energy innovation and energy manufacturing, showcasing the full ecosystem of coal, oil, gas and nuclear industries, along with the supporting sectors that strengthen long-term energy production and investment.

Our approach is designed to sharpen Gillette's competitive positioning in the marketplace, supporting priorities around business attraction, retention, and expansion, workforce recruitment and broader economic development goals. The focus is not reinvention but amplification, clarifying Gillette's value proposition and ensuring it resonates with the decision-makers who drive industrial investment.

At West Edge, we bring a "yes, and" mindset to economic development storytelling—building on established strengths while advancing a clear, modern narrative that speaks directly to site selectors, industry leaders and workforce talent. We specialize in translating complex economic priorities into strategic, high-impact messaging that drives awareness, engagement and action.

We look forward to the opportunity to demonstrate how our process, strategy and execution will position Gillette for continued energy leadership and long-term economic growth.

In accordance with the proposal submission guidelines, please accept this letter as formal confirmation that Jesse Sevier is the authorized representative for West Edge and has full legal authority to submit this proposal on behalf of the firm and to bind the agency to the terms, pricing, and conditions presented herein, as well as any subsequent professional services contract awarded by the City of Gillette.

Andi Jaspersen
West Edge Client Services Manager

AGENCY QUALIFICATIONS



FIRM HISTORY & SIZE

Since its founding in Cheyenne in 2015, West Edge has established a track record as a trusted marketing and creative technology partner for municipalities, state agencies and economic development organizations. We have a decade of specific experience in destination marketing, workforce recruitment and institutional branding. Our agency specializes in translating complex goals into impactful narratives that drive business attraction, talent retention and community growth.

We pride ourselves on executing data-driven campaigns that yield measurable outcomes, from generating millions of targeted impressions and exceptional click-through rates, to driving tangible lead submissions and measurable engagement for public sector initiatives. This consistent, ROI-focused approach has allowed us to build collaborative, long-standing relationships with public entities across the region. Our proven ability to deliver on our strategies is backed by strong, verifiable references from directors and leaders across state departments, municipal tourism boards and regional economic development organizations.

Leveraging our team's diverse range of expertise and insights, we consistently deliver results and establish long-term partnerships.



AGENCY OVERVIEW VIDEO

AGENCY QUALIFICATIONS



EXPERIENCE IN ECONOMIC DEVELOPMENT MARKETING & WITH MUNICIPALITIES AND PUBLIC ENTITIES

In relation to economic development, we specialize in turning complex economic goals into high-impact narratives that command the attention of site selectors and high-value talent alike. Our strategy is often rooted in a "yes, and" philosophy, which allows us to honor a community's proud heritage while aggressively carving out space in the sectors of tomorrow.

Ultimately, we focus on developing comprehensive marketing campaigns that solve key pain points for our partners, such as business attraction, economic diversification, workforce recruitment and talent retention.

We have a proven track record of delivering impactful results for a variety of economic development initiatives across the region, from working closely with Cheyenne LEADS to expand their digital presence and support the corporate giving needed to drive their long-term economic development goals, to supporting the Wyoming Department of Workforce Services in developing a brand and visual identity for the WyRelocate program, launched to fuel Wyoming's economy by attracting skilled workers to high-demand careers statewide.

Beyond economic development marketing, we have completed full rebrands, developed communication strategies and done media execution for clients including:

- **Cheyenne LEADS**
- **Cheyenne Downtown Development Authority**
- **Cheyenne Laramie County Public Health**
- **Visit Cheyenne**
- **Wyoming Department of Workforce Services**
- **Wyoming Department of Health**
 - **Director's Office**
 - **Behavioral Health**
 - **Communicable Disease/KnoWyo**
 - **Maternal & Child Health**

AGENCY QUALIFICATIONS



CASE STUDIES

Cheyenne LEADS

West Edge partnered with Cheyenne LEADS to help bring their mission to life through compelling storytelling. Working closely with the LEADS team, we developed a series of high-impact videos that highlighted Cheyenne LEADS' role in economic development, business recruitment and community growth, translating complex initiatives into clear, engaging narratives designed to resonate with a broad audience.

One standout result was a :30 broadcast spot that aired on the Cowboy Channel during the National Finals Rodeo, positioning Cheyenne LEADS in front of a national audience at a culturally relevant moment.

Not only did this placement **generate an estimated 3 million views**, the viewer response resulted in an **11.4% overall rise in overall page views on the Cheyenne LEADS website** and a **6% improvement in average engagement time**—significantly increasing the organization's visibility and reinforcing their role as a driving force behind Cheyenne's economic momentum.

Platte County Lodging Tax & Tourism Joint Powers Board

West Edge partnered with the Platte County Lodging Tax & Tourism Joint Powers Board to develop and execute a four-season tourism campaign that showcased the county's diverse recreational offerings and year-round appeal. Drawing on the quirks and charms of small-town Wyoming, the campaign balanced authentic storytelling with targeted media placement to elevate awareness and encourage tourism to the area, while remaining true to the county's character and scale.

Launched in February 2024, the campaign sustained strong performance through July 2024 and drove consistent engagement across platforms—generating more than **1.3 million social media impressions**, over **2.2 million programmatic impressions** and a solid, **average click-through rate of 0.45%**. The results reflect an effective, “always-on” approach that expanded reach, increased interest and strengthened Platte County's visibility as a four-season destination.

AGENCY QUALIFICATIONS



CASE STUDIES

Enroll Wyoming

To increase participation in and awareness of the annual open enrollment for health insurance, we executed a comprehensive, multi-channel civic awareness campaign. This large-scale initiative spanned social, programmatic, outdoor and broadcast media to ensure maximum visibility and engagement.

The strategy generated significant regional reach, **delivering over 1.99 million impressions and 9,312 direct clicks** through targeted social media efforts. This digital presence was further reinforced by 1.93 million localized digital billboard impressions across key markets, creating a cohesive brand experience across both online and physical spaces.

To reach cord-cutting households, we deployed targeted over-the-top (OTT) streaming video placements. This tactic proved effective—**achieving a 98.8% video completion rate across more than 191,000 localized impressions**—and ensured the message resonated with a niche, yet vital, audience segment.

Cheyenne Regional Medical Center

Focusing on high-intent local search queries, we launched a targeted digital campaign that bridged the gap between online discovery and real-world patient care.

Here, the strategy centered on capturing patients at the exact moment they were seeking medical services, resulting in a **remarkable 17.09% click-through rate (CTR)**. Of note, this performance is **more than double the typical healthcare industry benchmark for search ads**, which ranges between 3.27% and 8.41%.

This success translated well beyond the digital realm and into tangible clinic activity. Utilizing intent-driven search activation, we successfully converted online impressions into **117 direct phone calls** during the reporting period.

By taking this approach, we ensured every click was more than just a metric; each represented a measurable step toward increased patient engagement and clinic growth.

AGENCY QUALIFICATIONS



REFERENCES

West Edge brings a deep, proven understanding of Wyoming's unique economic landscape, demonstrated through our successful partnerships with prominent public entities and economic development organizations across the state. The following references showcase our comprehensive expertise in the exact areas the City of Gillette and Campbell County Economic Development is prioritizing. From targeted business attraction and site selector engagement, to statewide workforce recruitment and destination brand elevation, this collective experience proves our capacity to develop and implement a comprehensive economic development marketing campaign that yields measurable outcomes for municipal partners.

SUBCONTRACTORS

We execute the majority of our services in-house, but will occasionally leverage a trusted network of subcontractors for specialized expertise if needed. All subcontractors operate as integrated extensions of our team and report directly to us as the prime contractor. We manage all coordination and assume full responsibility for their deliverables, ensuring seamless execution and consistent quality across the engagement.

REFERENCES

Rachelle Zimmerman

Cheyenne LEADS
Director of Business Recruitment & Retention
307.772.7244

RachelleZ@chevenneleads.org

Relevant Experience: Website, Specialized Functionality, Video Production

Philip Ellis

Platte Co. Lodging Tax & Tourism Joint Powers Board
Board of Directors, Vice-Chair
307.422.3515

yippievt@yahoo.com

Relevant Experience: Brand, Website & Hosting, Social Media, Video & Photography, Campaigns

Shaye Moon

Wyoming Department of Workforce Services
Administrator
307.777.2892

shaye.moon@wyo.gov

Relevant Experience: Brand, Website & Hosting

Moriah Harkins

GoGoshen
Chamber Director
307.575.5992

moriah@goshenwyo.com

Relevant Experience: Brand, Digital marketing

TEAM & KEY PERSONNEL

To visit a team member's LinkedIn profile (where available), click on their photo.



Andi Jaspersen

Client Management - Day-to-Day Account Lead

Andi brings proven experience in destination marketing and public relations, with leadership roles at Visit Laramie and Visit Cheyenne. She specializes in translating community assets into clear, compelling narratives that support tourism, economic development and public-sector communication.



Maddie Cerwinski

Project Management - Secondary Contact

Maddie has extensive experience managing budgets, contracts and cross-agency communication for Wyoming state entities. She excels at keeping complex projects on time and on budget, bringing a detail-driven, operational approach to marketing execution.



Michael Fountain

Strategy

Michael leads our client service team with over 30 years of experience in account service and strategic leadership. His expertise spans brand, digital and content strategy, as well as CRM architecture, ensuring disciplined planning and measurable results.



Mike Phillip

Media

Mike is our media expert, specializing in media strategy, planning and performance optimization. He ensures media investments are strategically aligned, efficiently allocated and measured for impact.



Ashley White

Copy

Ashley is an experienced copywriter with a strong background in content development, organization and brand messaging. She focuses on creating clear, consistent communication that strengthens client storytelling and user experience.



Nicole Everhart

Design

Nicole is a graphic designer specializing in brand identity and digital design. She focuses on creating cohesive visual systems that strengthen brand identity and improve usability across platforms.

STRATEGIC APPROACH



GILLETTE'S ECONOMIC CONTEXT

At West Edge, we recognize that Gillette is at a pivotal moment—building on its legacy as the “Energy Capital of the Nation” while charting a more diversified and future-focused economic path.

It is clear that the goal is not to move away from that heritage, but to expand the story and position Gillette as a competitive, forward-thinking destination for business, talent and investment across the Mountain West and beyond.

Our approach is designed to support that vision through a strategic, market-facing campaign that elevates Gillette's reputation with site selectors, strengthens overall brand perception and directly addresses workforce attraction and retention. By helping Gillette stand out as a place where opportunity, quality of life and long-term growth intersect, we aim to support a strong, resilient and innovative local economy.

WEST EDGE'S METHODOLOGY

To bring this vision to life, our methodology replaces guesswork with a proven, data-driven approach. We begin by grounding the work in research—analyzing market conditions and audience insights to deeply understand your priority stakeholders, from site selectors to prospective workforce talent.

From there, we develop an authentic, purpose-driven narrative that builds on Gillette's legacy while clearly differentiating the city in a competitive economic landscape.

With messaging established, our in-house creative and media teams activate precision-targeted, omnichannel campaigns designed to reach the right audiences at the right moments. This is not a “set-it-and-forget-it” effort; performance is continuously monitored, reported on and optimized to ensure your marketing investment delivers measurable impact and supports long-term economic growth.

STRATEGIC APPROACH

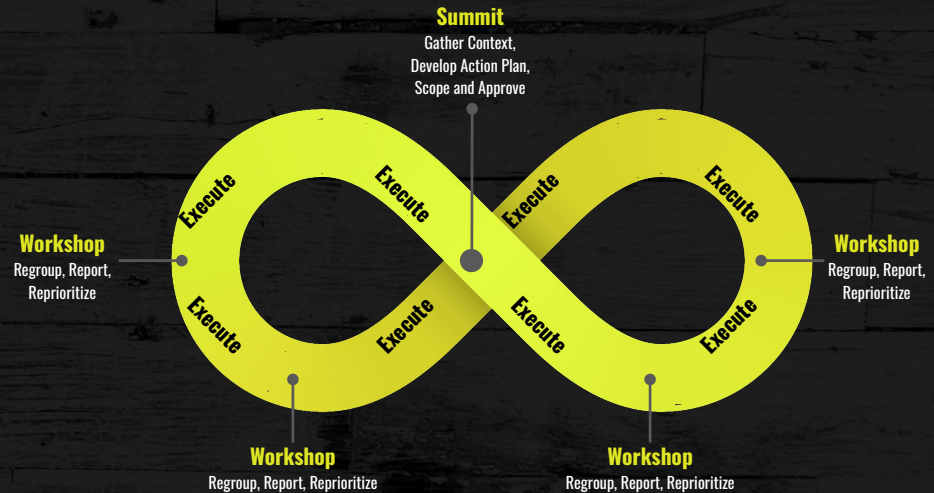
STRATEGY DEVELOPMENT

Our Roadmap process provides strategic certainty, clarity and a single source of truth for our economic development partners. It serves as the engine and decision-making framework behind how we translate complex economic goals into high-impact narratives.

We begin with a summit to gather context—evaluating your unique positioning, your target audiences (from site selectors to national brokers), your brand and digital assets and your internal realities. This session also aligns key stakeholders, including Campbell County Economic Development Selection Committee staff, Board Members and City leadership, such as the Mayor. That context informs our strategic and creative thinking, ensuring we honor your local heritage while carving out space in the sectors of tomorrow.

From there, we move in structured sprints. Together we identify projects—such as targeted digital recruitment—that align with your goals of business attraction, economic diversification and workforce retention. We scope, we build, we launch and we analyze.

We also report, regroup and reprioritize, with every decision rooted in real economic growth goals. As priorities emerge, we update the Roadmap and keep moving forward with clarity to position your community as a premier destination for innovation. Every tactic tied to a strategy, and every strategy tied to an objective; all underpinned by an adherence to data.



STRATEGIC APPROACH



WEST EDGE'S METHODOLOGY

Management & Oversight

In our proposals, we typically allocate a dedicated portion of the budget specifically to management and oversight. This investment covers our account and project management teams' time, along with agency overhead, to ensure the work remains fresh, exciting, strategic and, most importantly, on time and on budget. We use this crucial time for conducting research, developing the overarching strategic plan and maintaining close, purposeful communication with both your team and our internal staff. Having such rigorous oversight also allows us to actively monitor campaign progress, prevent runaway budgets and ensure the project never falls into a "set-it and forget-it" scenario.

Outcomes from this phase:

- Strategic oversight
- Client management
- Project management

Summit

A kickoff summit is as an in-depth, multi-hour, open-forum-style meeting that brings together the project team and key client stakeholders to align on goals, strategies and priorities for the engagement. Throughout the summit, the team collaborates to gather foundational insights by thoroughly examining current strategies, target audiences, motivations, detractors, competition and alternatives to ensure they approach the work with a deep level of understanding. After the session concludes, the team uses everything documented during the meeting to build a detailed strategic plan that will serve as a roadmap to guide the remainder of the project.

Outcomes from this phase:

- Marketing and brand audit
- Target audiences defined
- Marketing strategy
- Priority channels and media strategy
- Defining KPIs
- Website audit, wireframes and strategy report

STRATEGIC APPROACH



WEST EDGE'S METHODOLOGY

Brand Evolution Concept & Production

The brand evolution concept and production phase is a highly collaborative, strategy-driven process designed to ensure your new identity feels like a natural extension of your legacy. It begins with conceiving, where we use foundational research and collaborative brainstorming to define what your organization needs to uniquely communicate. From there, we develop core brand elements, including messaging, visual identity, logos, color palettes and typography. After presenting initial concepts for feedback and refinement (and, when needed, audience testing), the approved direction moves into full production.

Outcomes from this phase:

- Refined brand identity and positioning
- Brand standards guide
- Production of final assets

Campaign Concept

The creative conceiving phase is a collaborative, insight-led process focused on strategic alignment. In close collaboration with your team, we ideate and validate concepts to confirm the right terminology, tone and strategic approach. The process begins with alignment meetings to confirm scope and vision, followed by research- and trend-informed brainstorming to explore potential campaign directions. We then evaluate and refine the strongest ideas, considering how copy and design will perform across channels. Initial concepts are presented for client review and feedback, and after creative refinement, we establish final deliverables.

Outcomes from this phase:

- Campaign concept and visual identity
- Digital ad creative conceiving
- Content outline for industry-specific landing pages
- LinkedIn and trade publication campaign development

STRATEGIC APPROACH



WEST EDGE'S METHODOLOGY

Campaign Production

Campaign production is the execution phase where the final deliverables from creative concepting are transformed into a fully developed, ready-for-launch suite of omnichannel assets. Once these concepts are approved, the team moves into production to create and finalize all copy, design and multimedia deliverables, including digital and social ads, video, audio, landing pages and print collateral. Work is shared with the client throughout for review and feedback, ensuring all materials are accurate and aligned with the strategic vision.

Outcomes from this phase could include:

- Industry-specific landing pages
- Business recruitment collateral (print + digital)
- Video storytelling assets
- Site selector toolkits
- Workforce recruitment messaging assets
- Presentation decks for business recruitment

Campaign Execution

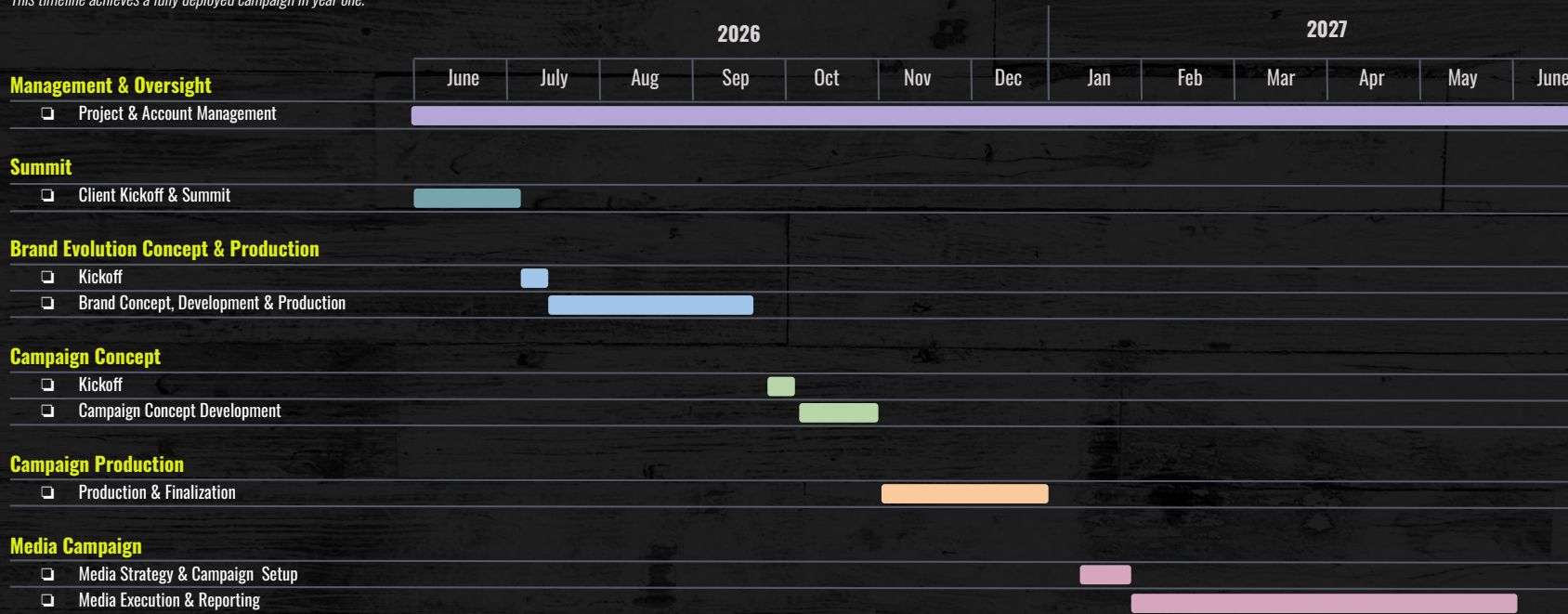
Campaign execution is the activation phase where final deliverables are deployed and the media plan is brought to life. It begins with implementing tracking and analytics, followed by scheduling and distributing assets across key channels such as programmatic, social, digital display, search and traditional media. Using precise demographic and behavioral targeting, the campaign is launched to reach defined audiences at scale. Once live, performance is continuously monitored against key KPIs, enabling real-time optimizations to targeting, budget and creative performance. Throughout execution, the team provides ongoing reporting, insights and recommendations to keep the campaign aligned and effective.

Outcomes from this phase:

- Media strategy
- Media management
- Media campaign optimization and reporting

PROJECT CALENDAR

This timeline achieves a fully deployed campaign in year one.



WORK SAMPLES



WYOMING DEPARTMENT OF WORKFORCE SERVICES

To support the launch of WYRelocate, a program to attract new workers for Wyoming's most in-demand industries, the Wyoming Department of Workforce Services (DWS) needed a strong, statement-making brand and website.

After completing brand architecture from the ground up—including logo, colors, tagline and brand messaging—we applied the new branding to an interactive, experience-driven website.

Informed by an extensive requirements session, the user-focused website design includes several interactive maps with information about job opportunities, living in Wyoming and “quality of living” statistics about communities in all corners of the state.

Additionally, with the integrations of Google Analytics, search console and tag manager, the WYRelocate team has immediate, on-demand visibility to data on user visits.



WORK SAMPLES



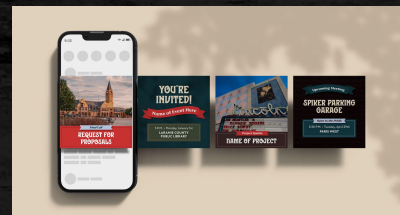
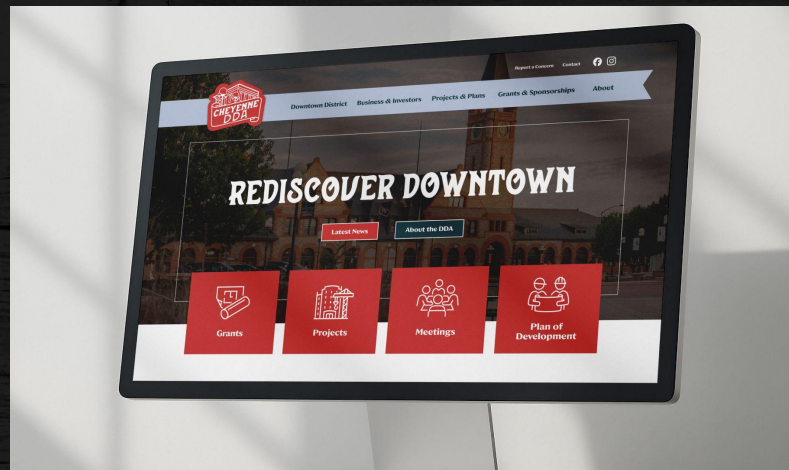
CHEYENNE DOWNTOWN DEVELOPMENT AUTHORITY

Seeking to strengthen their brand, solidify their purpose and develop a strategic plan for ongoing communication, the Cheyenne Downtown Development Authority (DDA) partnered with our team to develop a comprehensive marketing and communications strategy.

In support of the strategy (and for maximum ease of implementation), we created branded, professional templates for the DDA to use in digital communications—further amplifying their brand message and ensuring ongoing visual consistency.

After finalizing the new messaging, we combined it with the DDA's existing brand elements to build a cohesive brand standards guide, setting the direction for our work on a new, mobile-friendly website.

Together, these elements—from initial strategy, to updated messaging, to consistent brand guidelines—create a cohesive ecosystem that supports the DDA's long-term goals.



WORK SAMPLES

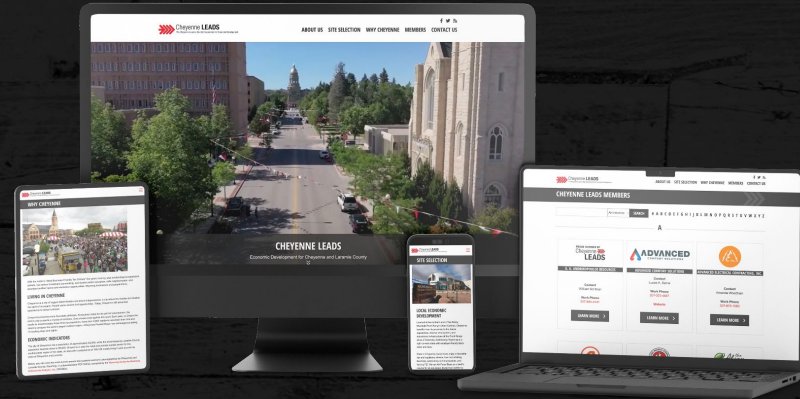


CHEYENNE LEADS

Seeking a better website experience for visitors—especially Cheyenne LEADS members and site selectors—the Cheyenne LEADS team partnered with West Edge to first develop a comprehensive strategy for their website rebuild, then complete the rebuild itself.

After completing a site-wide messaging audit to better align content with visitor needs, we built the new website following a mobile-first design and incorporated both a searchable member directory and payment forms to enhance the website's usability.

Expanding beyond strategy and web, we also collaborated with the LEADS team to create several videos about Cheyenne LEADS' impact and work—with one economic development focused :30 spot receiving an estimated **3 million views on the Cowboy Channel during the National Finals Rodeo.**



WORK SAMPLES

CHEYENNE LARAMIE COUNTY PUBLIC HEALTH

Following an extensive brand inventory and audit, we worked with the Cheyenne Laramie County Public Health team to redefine their brand and better communicate their mission, identity and goals to the community.

Start to finish, this project entailed:

- Name review and recommendations
- Comprehensive brand review and audit
- Interviews with internal stakeholders
- Complete rebrand, encompassing messaging, website, print and digital materials, interior wayfinding and exterior building signage
- Installation of new, on-brand signage
- Design and print of branded materials, including brochures, letterheads, rack cards and business cards



COST PROPOSAL



Fee Structure (Flat)

We structure our fees using a fixed-fee methodology by defining the project scope and deliverables up front. These fixed-fee estimates are informed by anticipated effort and a blend of hourly rates.

Estimated Cost for Initial Strategy + Campaign Launch

For this engagement, our fixed fee cost is **\$94,000**. We recognize this is above the budget range initially requested; however, this is the cost we've estimated to meet the requested scope. If awarded, we will work collaboratively with you to prioritize adjustments of scope to meet your budget.

Media Commission Structure

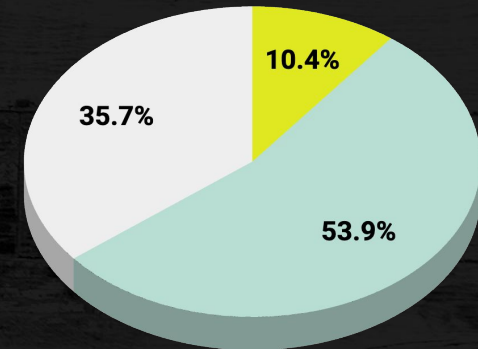
For campaigns involving paid media, our media buying commission is 15%.

Budget Management Approach

To support transparency and fiscal accountability, all budgets, hours and expenses are managed and tracked through Workamajig, our project management and financial system, which provides clear visibility into scope, spend and progress throughout the engagement. Total project costs are typically divided into equal monthly payments, with the option to shift to phase-based or milestone invoicing if required by City procurement policies.

Budget Allocation

- Strategy | Summit
- Creative | Brand Evolution Concept & Production
+ Campaign Concept + Campaign Production
- Media | Media Campaign



TOTAL FIXED FEE COST: \$94,000

CONCLUSION



We are well equipped and eager for the opportunity to build a strong partnership with the City of Gillette. Our goal is to support your success in achieving its mission: To position Gillette as a competitive, future-focused business destination.

Here's why we're the ideal choice:

- **Proven Track Record:** We have been a trusted marketing partner for many organizations throughout the region. We understand how these systems work and have a proven ability to deliver results consistently, efficiently and responsibly.
- **Regional Insight:** Our team brings an in-depth understanding of regional organizations and their audiences, allowing us to create digital experiences and platforms that truly resonate with the people they are designed to serve.
- **Complex Stakeholder Alignment:** Municipal economic development efforts require coordination across a wide range of stakeholders. West Edge excels at building alignment and consensus, helping internal constituents become confident brand ambassadors who can clearly articulate Gillette's evolving value proposition.

- **Practical, Long-Term Solutions:** We have the skills and experience to develop solutions that deliver long-term value—not only for end users, but also for the teams who will be managing and maintaining these systems for years to come.
- **Operational Strength:** Beyond technical development, we are experts in getting work done. From our account and project teams, to our administrative and financial support, we bring structure, clarity and reliability to every engagement. You can trust that you are in good hands.
- **Dedicated Team:** Our team consists of 20 full-time professionals who are deeply invested in our clients' goals and success. We handle nearly everything in-house, ensuring you receive consistent support from experienced, local creative experts who are committed to delivering exceptional results.

We are confident in our ability to partner with the City of Gillette to strengthen your reputation, expand your visibility and support the continued growth of your economic development efforts. We are excited about the opportunity to contribute to your long-term success and help amplify your impact within the community.

Thank you for your consideration; we look forward to the opportunity to work together.

**PROFESSIONAL SERVICES CONTRACT BETWEEN
WEST EDGE, LLC AND THE CITY OF GILLETTE, CAMPBELL COUNTY,
WYOMING**

1. **Parties.** The parties to this Contract are West Edge, LLC (“Contractor”), whose address is 610 West 15th Street, Cheyenne, WY, and the City of Gillette, Campbell County, Wyoming, (“City”) whose address is 201 East 5th Street, Gillette, WY 82716.
2. **Purpose of Contract.** The purpose of this Contract is to retain the Contractor to provide Marketing Agency Services for the City. The Contractor will work closely with the City and Energy Capital Economic Development (“ECED”), dba Campbell County Economic Development Corp., to complete these services.
3. **Term of Contract and Required Approvals.** This Contract is effective when all parties have executed it and all required approvals have been granted. The term of the Contract is 12 months from the date of execution. All services shall be completed during this term.
4. **Payment.** The City agrees to pay the Contractor for the services described herein. The total payment under this Contract shall not exceed eighty-four thousand dollars (\$84,000.00). Payment shall be made as the services are performed. Payment shall be made upon submission of invoice pursuant to WYO. STAT. § 16-6-602. No payment shall be made for work performed before the date upon which the last required signature is affixed to this Contract.
5. **Responsibilities of Contractor.** The services to be provided by Contractor are as follows:
 - A. Contractor to list base services here.
 - a. Summit
 - b. Brand Evolution Concept & Production
 - c. Campaign Concept, Production & Execution
 - B. Contractor to list additional services here. Additional services will be considered through a separate amendment in the future and are not included with this original contract.
 - a.
6. **Responsibilities of City.**
 - A. The City agrees to pay the Contractor an amount not to exceed eighty-four thousand dollars (\$84,000), for the services described in this Contract.
7. **General Provisions**

- A. **Amendments.** This Contract may not be amended, altered, changed, modified, supplemented, or rescinded in any manner except by a written instrument executed by all parties.
- B. **Applicable Law/Venue.** The laws of the State of Wyoming govern the construction, interpretation, and enforcement of this Contract. The Courts of the State of Wyoming have jurisdiction over this Contract and the parties. Venue for any matter arising under this Contract will be in the Sixth Judicial District, Campbell County, Wyoming.
- C. **Indemnification.** Contractor shall indemnify, hold harmless, and defend the City, its members of the governing body, directors, officers, agents, representatives, and employees from and against all injuries, claims, demands, penalties, liens, losses, fines, liabilities, damages, interest, costs, or expenses (including without limitation reasonable attorneys' fees and court costs), whether or not involving a third party claim, arising out of or in connection with: (a) the acts, errors, omissions, conduct, or operations of Contractor or any of its officers, sub-contractors, agents, or employees; (b) any breach of any of the representations, warranties, covenants, obligations or duties contained in this Contract; or (c) any violation of any federal, state, or local laws, rules, or regulations. The indemnification obligations herein shall not be limited by reason of the enumeration of any insurance coverage and shall survive the termination of this Contract.
- D. **Independent Contractor.** Contractor shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the City for any purpose. Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by Contractor in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing Contractor or its agents and/or employees to act as an agent or representative for or on behalf of the City or to incur any obligation of any kind on the behalf of the City. Contractor agrees that no health/hospitalization benefits, workers' compensation, and/or similar benefits available to City employees will inure to the benefit of Contractor or Contractor's agents and/or employees as a result of this Contract.
- E. **Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing and given to the parties at the address provided under this Contract, either by regular mail, facsimile, e-mail, or delivery in person.
- F. **Proof of Insurance.**
- (i) **Workers' Compensation and Contractor's Liability Insurance.** The Contractor shall provide to the City proof of workers' compensation coverage for all its employees who are to work on the project

described in this Contract. The Contractor's coverage shall be under the Wyoming Worker's Safety and Compensation program, if statutorily required, or such workers' compensation insurance as appropriate. The Contractor's insurance shall include Contractor's Liability coverage, in an amount not less than one million dollars (\$1,000,000.00) per employee for each accident and disease. The Contractor shall also supply to the City proof of workers' compensation and employer's liability insurance on any subcontractor before allowing that subcontractor on the job site.

- (ii) Commercial General Liability Insurance. The Contractor shall provide coverage, during the entire term of this Contract, against claims arising out of bodily injury, death, damage to or destruction of the property of others, including loss of use thereof, and including underground collapse and explosion, and products and completed operations, in an amount not less than one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) general aggregate.
- (iii) Business Automobile Liability. The Contractor shall maintain, during the entire term of this Contract, automobile liability insurance in an amount not less than one million dollars (\$1,000,000.00) per occurrence.
- (iv) All policies required under this Contract shall be in effect for the duration of this Contract and project. All policies shall be primary and not contributory. Contractor shall pay the premiums on all insurance policies, and all insurance certificates must include a clause stating that the insurance may not be revoked, canceled, amended, or allowed to lapse until the expiration of at least thirty (30) days advance written notice to the City.
- (v) City as Additional Insured. All insurance policies required by this Contract, except workers' compensation, shall name the City as an additional insured, and shall contain a waiver of subrogation against the City, its agents and employees. Contractor shall provide, upon request, a copy of an endorsement providing this coverage.
- (vi) City's Right to Reject. The City reserves the right to reject a certificate of insurance if the Contractor's insurance company is widely regarded in the insurance industry as financially unstable.
- (vii) Subcontractors. The insurance requirements set out above apply to all subcontractors. It is the Contractor's responsibility to ensure that its subcontractors meet these insurance requirements. The City has the right to review the Certificates of any and all subcontractors used by the Contractor.

- G. **Severability.** If any part of this Contract is held to be invalid or unenforceable by a court of competent jurisdiction, such provision will be reformed and enforced to the maximum extent permitted by law. If such provision cannot be reformed, it will be severed from this Contract and the remaining portions of this Contract will be valid and enforceable.
- H. **Governmental Immunity.** City does not waive governmental immunity by entering into this Contract and, unless specifically and expressly waived, City 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 Contract 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.
- I. **Taxes.** The Contractor shall pay all taxes and other such amounts required by federal, state, and local law, including but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- J. **Termination of Contract.** This Contract may be terminated, without cause, by the City upon thirty (30) days written notice. This Contract may be terminated immediately for cause if the Contractor fails to perform in accordance with the terms of this Contract.
- K. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract will not be construed to create such status. The rights, duties, and obligations contained in this Contract operate only between the parties to this Contract and inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.
- L. **Titles Not Controlling** Titles of paragraphs are for reference only and may not be used to construe the language in this Contract.
- M. **Waiver.** The waiver of any breach of any term or condition in this Contract 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 Contract may be established by conduct, custom, or course of dealing. All waivers must be in writing and signed by all parties.
- N. **Entirety of Contract.** This Contract contains the entire, integrated agreement

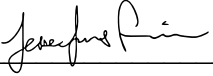
among the parties concerning the subject matter hereof and supersedes all prior conversations, proposals, negotiations, understandings and contracts, whether written or oral.

- O. **Binding Effect.** This Contract will not be binding on any party until duly executed by all parties. Once completely executed, this Contract will be binding upon and inure to the benefit of the parties and their respective successors, heirs, and permitted assigns.
 - P. **Counterparts.** This Contract may be executed in any number of separate, but identical counterparts. This Contract 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 practical thereafter.
 - Q. **Force Majeure.** Neither party will be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, 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.
 - R. **Availability of Funds.** Each payment obligation of City is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services performed by Contractor, the Contract may be terminated by City at the end of the period for which the funds are available. City shall notify Contractor at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to City in the event this provision is exercised, and City shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. This provision will not be construed to permit City to terminate this Contract to acquire similar services from another party.
9. **Signatures.** The parties to this Contract, through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

CITY OF GILLETTE

_____, _____ Date

CONTRACTOR



Jesse Sevier, Account Director

05/28/26
Date



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Professional Services Agreement for the City of Gillette Unified Development Code, with Kimley-Horn, in the Amount of \$420,063.00.

SUGGESTED ACTION:

I move for Approval of a Professional Services Agreement for the City of Gillette Unified Development Code, with Kimley-Horn, in the Amount of \$420,063.00.

CASE BACKGROUND:

The Agreement is to create a new Unified Development Code (UDC) for the City of Gillette. These services will combine the existing Zoning Ordinance, Engineering Design Standards, Standard Construction Specifications, Stormwater Design Manual, and Subdivision Regulations.

WHY: The creation of a UDC helps to reduce regulatory overlap and provide clarity for residents by consolidating multiple documents from various divisions into one single “code”.

SCHEDULE: This project is anticipated to begin July 2026 and be completed in the spring of 2028.

STAFF RECOMMENDATION:

Staff recommends approval.

ACTUAL COST VS BUDGET:

Actual: \$420,063; Budget: \$455,563.00

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Gillette UDC Standard Letter Agreement](#)



March 19, 2026

Meredith Duvall, MCRP (MURP), MA
City Planning & Code Compliance Manager
City of Gillette, WY
201 E. 5th St., 2nd Floor
Gillette, WY. 82716

Re: Letter Agreement for Professional Services
Gillette Unified Development Code (UDC) Project

Dear Meredith:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this Letter Agreement ("Agreement") to the City of Gillette ("Client") to provide consulting services to prepare a new Unified Development Code ("Project").

Project Understanding

Kimley-Horn will provide professional planning, engineering, and code development services to support the preparation and adoption of a Unified Development Code (UDC) for the City of Gillette. The UDC will integrate zoning, subdivision regulations, engineering standards, and stormwater standards into a cohesive, user-friendly regulatory framework aligned with the City's Comprehensive Plan and applicable state and federal requirements.

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Phase 1: Project Management, Orientation & Coordination Meetings

The main purpose for the project initiation task is to establish a common background and understanding of the project and the current conditions in the City of Gillette. This task also outlines the various meetings that will be held during this portion of the project.

- A. Community Tour – The Consultant and City Staff will do a driving tour of the City of Gillette to begin discussions of key topics, visit recently completed development(s), and areas prime for development/redevelopment within the city boundaries.
- B. Project Website – Kimley-Horn staff will create a dedicated project webpage, linked to the City's website, to post information relevant to the UDC. Our team can also integrate social media platforms (e.g., Twitter and Facebook) into the project web presence, in coordination with the Public Affairs Officer. This task also includes project branding for project communication.
- C. Bi-Weekly Check-In Meetings - Consultant will work with City Staff to determine the date and time of on-going bi-weekly status update meetings to review the project's progress.

D. Kick-Off Meetings

- Consultant will prepare for and attend one (1) Kick-Off meeting and workshop with City staff and appointed/elected Boards, introducing key members of the project team, the proposed plan of action/scope of services, and anticipated timeline.
- Consultant will attend an internal team Kick-Off meeting with City staff on the same day as the Kick-Off meeting to review the project, identify additional data/analysis needs from the City, and identify/understand key comments/considerations from other City staff members.

E. Stakeholder Interviews - The Consultant will facilitate a series of in-person Stakeholder interviews with staff, elected/appointed board members, representatives from the development community, business owners, economic development, and utility and service providers, etc. For the purposes of this scope of work, it is anticipated that stakeholder meetings include up to seven (7) in-person meetings will be held over the course of two days.

F. Steering Committee Meeting #1 – The Consultant will facilitate one kick-off, in-person, Steering Committee meeting during Phase 1. Two (2) Kimley-Horn team members will attend the Steering Committee Meeting.

Phase 2: Public Engagement

A. Public Engagement Plan - The public engagement plan will outline a process for providing opportunities for involvement by stakeholders and residents and be transparent of the internal stakeholder, steering committee, elected official and staff engagement. The document will outline the outreach activities and effort and also indicate how the outreach event will integrate with the planning process. Consultant will revise the public outreach plan one (1) time based on the City comments.

B. Fact & Fiction – The Consultant will create a Fact & Fiction document that acts as a guiding document outlining what this project is and is not. This will be used as an education document to help guide public sentiment and input.

C. Steering Committee Meetings – It is suggested that the City of Gillette identify and establish a Steering Committee that will be utilized to review the UDC. Consultant will facilitate up to four (4) Steering Committee meetings over the course of the project, including one (1) kick-off introductory meeting and one (1) assessment meetings focused on the subdivision topic. The code drafting will also include (2) additional meetings focused on topics from UDC drafting at key phases. These meetings will be conducted in-person.

D. Technical Working Group – For the Engineering and Stormwater Assessments, staff will identify key members to compose the technical working group meetings focusing on engineering standards and stormwater standards.

E. Community Engagement – During the course of various phases but focused around Phase 6, the Consultant will plan for and attend the following community engagement activities:

- Survey/Online Engagement- The Consultant will identify up to (1) survey opportunity for the broader public to engage on specific components of the update and UDC integration. This could include engagement with online platforms and social media outlets such as online polling to inform the effort. We can adjust to mini polling in a series of 2-3 if more appropriate for the

- community.
 - Pop-up Meeting– Two events of two to three hours in duration staffed by two Kimley-Horn team members. This meeting will be scheduled to coincide with the delivery of the second batch of UDC chapters. Identify opportunities within the community such as the recreation center and other community spaces in order to meet people where they are in the community.
 - .
- F. Joint Planning Commission and City Council Workshop Presentation – Following staff review of the Draft UDC, the Consultant, in conjunction with City staff, will make one (1) in-person update presentation to a joint Planning Commission and City Council Workshop. One (1) Kimley-Horn team member will attend this presentation.
- G. Draft UDC Rollout Public Meeting - Community meeting #3, a drop-in format meeting of two to three hours in duration, staffed by three (3) Kimley-Horn team members, will be held during the UDC Integration work outlined in Phase 6. All comments received during the meeting (as well as comments received from the website) will be catalogued in a tracking spreadsheet and addressed as appropriate in a revised draft.

Phase 3: Engineering Standards Diagnostic

This phase is the first of a series of Assessment Reports which will contain a review of the existing ordinances, plans, policies to understand how the current code works, note any weaknesses or omissions, and provide recommendations for improvement. This diagnostic is focused on engineering standards.

****Phases 3-5 will provide a diagnostic review of the following documents:***

- Gillette Comprehensive Plan, 2025
- Chapter 7 – Engineering Code
- Chapter 18 – Streets and Sidewalks
- Chapter 17 – Public Utilities
- Zoning Ordinance
- Subdivision Regulations
- Condominium Regulations
- 2025 Construction Specifications
- 2025 Design Standards
- 2022 Pathways Master Plan
- 2022 ADA Transportation Plan
- 2011 Stormwater Master Plan
- 2011 Storm Drainage Manual
- Stormwater Ordinance
- Transportation Master Plan 2017
- Housing Needs Assessment and Strategic Recommendations
- Regulations & Street Standards
- City Pathways & Parks Map
- Parks and Recreation Master Plan
- Recently submitted/approved/denied zoning, subdivision, and site plan application
- Mapping (Future Land Use, Zoning, Flood Zone Map)
- Engineering Specifications

- A. Standards & Ordinance Analysis - To evaluate the existing ordinances and standards, the Kimley-Horn team will complete and provide a standards and code analysis, which will provide an analysis of individual chapters to determine how effective they are in addressing the needs of the City. The evaluation will consist of the following:
 - A review of processes, staff and board roles in the review and approval processes, and design standards.
 - An analysis of the ordinance to note areas of concern related to ease of use, readability, and clarity.
 - An analysis to note areas of inconsistency within the standards and codes as well as related City documents.
 - Recommended revisions or creation of related documents/manuals such as the Engineering Standards and Specifications Manual.
- B. Zoning Analysis - The Assessment Report will compare relevant sections and coordination with the City's zoning and Comprehensive Plan.
- C. Data Analysis – The Consultant will analyze existing infrastructure, transportation, and environmental data to provide guidance relevant engineering standards.
- D. Wyoming Statutes and Case Law Review – The Consultant will incorporate recent state and federal case law and the most current state legislation, and best planning practices. The update will ensure consistency with applicable Wyoming Statutes.
- E. Technical Group Focused on Engineering Standards - The Consultant will facilitate one, in-person, Technical Group meeting focused on Engineering Standards Diagnostics and associated actions. Two (2) Kimley-Horn team members will attend the Technical Group meeting. The working group is composed of technical experts such as Engineering Director, Public Works, Development Services Director and Planning Manager. The Consultant will hold a virtual meeting to discuss the findings and draft recommendations with the Technical Group.

Phase 4: Stormwater Standards Diagnostic

This phase is the first of a series of Assessment Reports which will contain a review of the existing ordinances, plans, policies to understand how the current code works, note any weaknesses or omissions, and provide recommendations for improvement. This diagnostic is focused on stormwater and drainage standards.

- A. Standards & Ordinance Analysis - To evaluate the existing ordinances and standards, the Kimley-Horn team will complete and provide a standards and code analysis, which will provide an analysis of individual chapters to determine how effective they are in addressing the needs of the City. The evaluation will consist of the following:
 - A review of processes, specifications and standards.
 - An analysis of the ordinances and standards to note areas of concern related to ease of use, readability, and clarity.
 - An analysis to note areas of inconsistency within the standards and codes as well as related City documents.
 - Recommended revisions or creation of related documents/manuals such as the Storm Drainage Manual.
- B. Zoning Analysis - The Assessment Report will compare relevant sections and coordination with the

City's Zoning and Comprehensive Plan.

- C. Data Analysis – The Consultant will analyze existing infrastructure, utilities, stormwater, and environmental data to provide guidance relevant engineering standards.
- D. Wyoming Statutes and Case Law Review – The Consultant will incorporate recent state and federal case law and the most current state legislation, and best planning practices. The update will ensure consistency with applicable Wyoming Statutes.
- F. Technical Group Focused on Stormwater Standards - The Consultant will facilitate one, in-person, Technical Group meeting focused on Stormwater Standards Diagnostics and associated actions. Two (2) Kimley-Horn team members will attend the Technical Group meeting. The working group is composed of technical experts such as Engineering Director, Public Works, Development Services Director and Planning Manager. The consultant will hold a virtual meeting to discuss the findings and draft recommendations with the Technical Group.

Phase 5: Subdivision Standards Diagnostic

This task includes a review of the existing ordinances, plans, policies to understand how the current code works, note any weaknesses or omissions, and provide recommendations for improvement. This diagnostic is focused on subdivision standards and will provide a review of the following documents:

Subconsultant Scope of Work – White Smith Cousino (WSC)

- A. Steering Committee Meeting #2 Focused on Subdivision Standards - The Consultant will facilitate one, in-person, Steering Committee meeting focused on Subdivision Standards Diagnostics and associated actions. (1 Kimley-Horn team member and 1 WSC team member) will attend the Steering Committee meeting.

Phase 6: UDC Integration, Drafting & Implementation

The Kimley-Horn team will use Assessment Report(s) completed in Phases 3-5 as well as communication with City staff and stakeholders to identify the UDC organizational arrangement and the order of priority of policy and process changes.

- A. Annotated Outline - Kimley-Horn will prepare an annotated outline based on the findings of the Assessment Reports completed in Phases 3-5 and comments received from City staff, Elected Officials, and Steering Committee feedback. The annotated outline will identify form, contents, and structure of the updated UDC for review and comment prior to the start of ordinance drafting. The annotated outline is anticipated to consist of the following:
 - Summary table of contents;
 - The proposed chapter names and sequence of the UDC;
 - The anticipated key section titles for each chapter;
 - The proposed text numbering scheme and appearance;
 - A detailed example of the proposed page layout and text nesting scheme;
 - An example of the proposed summary table structure.
 - Integration with the Zoning Code.
- B. Draft UDC - Using the Annotated Outline, the Consultant will begin to draft the various chapters of the code text, create, and design the appropriate graphics for inclusion within the text. The draft chapters will be submitted to staff in four (4) batches for review, totaling up to eight (8) rounds of

review. For the purposes of this scope of work, we have programmed up to two (2) rounds of review for each batch between the Consultant and City staff during the duration of this task. This task assumes that City legal review will be in coordination with compiled batches.

- C. Graphics – The Consultant will prepare graphics, which will be general and not specific to one (1) property or project within the City, and upon approval by City staff, will typically consist of the following:
- Subdivision block and design standards;
 - Landscape buffers;
 - Standards for roadway and pedestrian lighting;
 - Up to five (5) Complete Street standards, including representative graphics and recommendations for roadway amenities;
 - Development standards regarding site design and site roadway standards; and
 - Multi-modal standards, including bicycle, pedestrian, and transit standards outlining site design criteria.
- E. Code Testing & Implementation
 Companion Documents - As part of this task, Kimley-Horn will also produce the following companion documents:
- Compatibility and Compliance Memo with annotations regarding the new standards, items for additional consideration (as applicable), and article-based summary lists of the key changes between the current regulations and the draft provisions. Also included will be a tracking spreadsheet noting all comments/edits by staff, the community, the Planning and Zoning Commission, and the City Council to provide both documentation and transparency.
 - Focused Study Areas: The Consultant will leverage GIS resources and data to utilize the new regulations and test specific study areas. Our team anticipates up to four (4) separate case studies to inform implementation of the code and fine tune regulations if and when needed. This is used as a communication tool to the public, steering committee and elected officials and showcases regulatory reform in real properties and development.
 - Implementation Plan detailing the steps to implement the new UDC as well as information related to enforcement, monitoring, and evaluation.
- F. Meetings - Following the public notice period, and after incorporation of one additional round of final requested changes/edits, the Kimley-Horn team, in conjunction with City staff, will present the final Adoption Draft at two meetings: (1) Planning and Zoning Commission and (2) City Council. The presentations will include an overview of the Draft UDC, key changes from the current ordinances, and a summary of most recent changes/edits. One (1) Kimley-Horn team member will attend these meetings.
- G. Final Deliverables - After adoption, the Consultant will provide the final deliverables to the City, in editable digital and print formats. Note that following adoption of the UDC, all deliverables will be the property of the City of Gillette and may be updated and edited without authorization or approval by the consultant team.

Phase 7: Post-Adoption Tasks

Following the adoption meetings, the Kimley-Horn team will incorporate edits and prepare an updated Draft UDC and Standards (also known as the Adoption Draft) to be posted on the City website. This version of the UDC will be consistent with the annotated outline and will be supplemented with summary tables, illustrations, and process flow charts.

- A. Code Academy - Following UDC adoption, the Kimley-Horn team will facilitate a Code Academy training session for City of Gillette staff and identified Commissions or groups on implementation of the new ordinance. It is anticipated that this training session will be three hours in length and will be facilitated in person by two (2) Kimley-Horn team members.
- B. Checklist Development– Post Adoption, Kimley-Horn will draft appropriate checklists consisting of the following:
 - Subdivision application and process checklists such as: Administrative Plat, Annexation Plat, Commercial Site Plan, Condominium Plat, Development Plan, Major & Minor Site Plan, Preliminary Plat, and Final Plat
 - Engineering, Roadway, and Stormwater Checklists as appropriate
 - Templates to incorporate zoning actions as appropriate to link the Zoning Code effectively

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn's then-current hourly rates. Additional services Kimley-Horn can provide include, but are not limited to, the following:

- Additional meetings outside of those discussed in this Scope of Work.
- Post Code adoption comprehensive plan/land use plan amendments.
- Infrastructure analysis.
- GIS information creation, analysis or manipulation of data, or the creation of infrastructure information from non-GIS sources (i.e., conversion from hard copies/PDF).
- Additional revisions beyond those referenced in the above Scope of Services. Due to the nature of revisions, a typical range for revision is not possible to provide. The Consultant can provide a detailed scope and fee for a specific revision upon request by the City.
- Any additional community planning, urban design, economic and/or engineering studies and codes other than prescribed in this scope.
- Transportation analysis and modeling.
- Form Based District Code.

Schedule

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule. The following table reflects a schedule approach assuming a kickoff mid-June.

Phase	2026		2027				2028
	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Phase 1 – Project Management & Coordination							
Phase 2 – Community Engagement							
Phase 3 – Engineering Standards Diagnostic							
Phase 4 – Stormwater Standards Diagnostic							
Phase 5 – Subdivision Regulations Diagnostic							
Phase 6 – UDC Integration, Drafting & Implementation							
Phase 7 – Post-Adoption Support							

Fee and Expenses

Kimley-Horn will perform the services in Tasks 1 through 7 on a labor fee plus expense basis. Labor fee will be billed on an hourly basis according to Kimley-Horn's then-current rates.

Direct reimbursable expenses such as express delivery services, air travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses such as in-house reproduction, postage, supplies, digital data storage and security, and local mileage. Administrative time related to the Project will be billed hourly.

Based on current information, Kimley-Horn estimates that labor fees will be approximately \$420,063. Fee estimates in this Agreement are for general budgeting purposes only. Actual fees may be less or more than the estimates.

Payment will be due within 45 days of Client's receipt of the invoice and should include the invoice number and Kimley-Horn Project number.

Kimley-Horn will perform the services in Tasks 1 - 7 on a labor fee plus expense basis with the maximum labor fee shown below.

Phase Number & Name		Fee	Type
1	Project Management & Coordination	\$59,964	Hourly, Not-to-Exceed
2	Community Engagement	\$72,230	Hourly, Not-to-Exceed
3	Engineering Standards Diagnostic	\$30,188	Hourly, Not-to-Exceed
4	Stormwater Standards Diagnostic	\$30,188	Hourly, Not-to-Exceed
5	Subdivision Regulations Diagnostic	\$68,654	Hourly, Not-to-Exceed
6	UDC Integration, Drafting & Implementation	\$124,574	Hourly, Not-to-

			Exceed
7	Post-Adoption Support	\$25,465	Hourly, Not-to-Exceed
Reimbursable expenses (travel, printing mileage, etc.)		\$8,800	
Total		\$420,063	

Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the Client. However, Kimley-Horn reserves the right to reallocate amounts among tasks as necessary.

Payment will be due within 45 days of your receipt of the invoice and should include the invoice number and Kimley-Horn Project number.

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 45 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Amended Standard Provisions, which are incorporated by reference. As used in the Amended Standard Provisions, "Kimley-Horn" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to City of Gillette, Wyoming.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in a PDF. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on this project.

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Signed:



Signed:



Curtis D. Rowe, P.E., PTOE
Title: Senior Vice President

Rachel Granrath, AICP
Title: Project Manager

City of Gillette, Wyoming

»» **MP 15**

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

Attachment – Standard Provisions

KIMLEY-HORN AND ASSOCIATES, INC.
AMENDED STANDARD PROVISIONS

- 1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project-related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
 - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
 - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
 - c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
 - d. Arrange for access to the site and other property as required for Kimley-Horn to provide its services.
 - e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
 - f. Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
 - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
 - h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's services or any defect or noncompliance in any aspect of the project.
- 3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
 - a. Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 45 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 45 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 45 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
 - b. The Client will remit all payments electronically to:
Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
Account Number: 2073089159554
ABA Number: 121000248
 - c. The Client will send the project number, invoice number, and other remittance information by e-mail to payments@kimley-horn.com at the time of payment.
 - d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
 - e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
 - f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings.

Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.

- g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.
- 5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.
- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at <https://www.kimley-horn.com/khts-software-license-agreement> ("the License Agreement") which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids, or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs, attorneys' fees, or damages whatsoever arising out of or in any way related to the services

under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.

- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.
- 14) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.
- 15) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its services until the hazardous substance or condition is eliminated.
- 16) **Construction Phase Services.**
 - a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
 - b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
 - c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.
- 17) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to

augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

- 18) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.
- 19) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State where the Project is located. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- 20) **Governmental Immunity.** Client does not waive governmental immunity by entering into this Agreement and, unless specifically and expressly waived, Client 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. With respect to W.S. 1-39-104(a), Client does not intend to retain immunity in actions based on contract under this provision.
- 21) **Availability of Funds.** Each payment obligation of the Client is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services performed by Kimley-Horn, the Agreement may be terminated by the Client at the end of the period for which the funds are available. The Client shall notify Kimley-Horn at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Client in the event this provision is exercised, and the Client shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. This provision will not be construed to permit the Client to terminate this Agreement to acquire similar services from another party.
- 22) **Force Majeure.** Neither party will be liable for 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.
- 23) **Independent Contractor.** Kimley-Horn shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the Client for any purpose. Kimley-Horn

shall assume sole responsibility for any debts or liabilities that may be incurred by Kimley-Horn in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing Kimley-Horn or its agents and/or employees to act as an agent or representative for or on behalf of the Client or to incur any obligation of any kind on the behalf of the Client. Kimley-Horn agrees that no health/hospitalization benefits, workers' compensation, and/or similar benefits available to Client employees will inure to the benefit of Kimley-Horn or Kimley-Horn's agents and/or employees as a result of this Agreement.

- 24) **Severability.** 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.
- 25) **Entirety of Agreement.** This Agreement contains the entire, integrated agreement among the parties concerning the subject matter hereof and supersedes all prior conversations, proposals, negotiations, understandings and contracts, whether written or oral.
- 26) **Amendments.** This Agreement may not be amended, altered, changed, modified, supplemented, or rescinded in any manner except by a written instrument executed by all parties.
- 27) **Binding Effect.** This Agreement will not be binding on any party until executed by all parties. Once completely executed, this Agreement will be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns.
- 28) **Counterparts.** 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.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Cooperative Agreement Between the Wyoming Department of Transportation and the City of Gillette for the Sinclair Street Extension from Butler Spaeth Road to Miranda Avenue. (Urban Systems and 1% Project)

SUGGESTED ACTION:

I move for Approval of the Cooperative Agreement Between the Wyoming Department of Transportation and the City of Gillette for the Sinclair Street Extension from Butler Spaeth Road to Miranda Avenue, an Urban Systems and 1% Project.

PROJECT NUMBER:

24EN16

CASE BACKGROUND:

This agreement will facilitate the incorporation of Water, Wastewater, Electrical and other City of Gillette utility infrastructure into the project for extending Sinclair Street from Butler Spaeth Road to Miranda Avenue (see the attached map). This agreement will authorize the City of Gillette to engage a design consultant specifically for these utility network extensions and incorporate them into the overall Urban Systems design project under the administration of WYDOT. 100% of the costs associated with these utility extensions will be covered by the Optional 1% Sales Tax Fund for this project that are allocated in FY27 and FY28. The Urban Systems program will only cover the street surfacing, sidewalks and curb and gutter portions of the project.

Staff anticipates WYDOT to advertise this overall project in fall of 2028 with all work to be completed in 2029.

ACTUAL COST VS BUDGET:

Actual \$333,406: Budget \$450,000.00

STAFF REFERENCE:

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

ATTACHMENTS:

[WYDOT Coop Agreement](#)

[Reference Map](#)

**COOPERATIVE AGREEMENT
BETWEEN THE
WYOMING DEPARTMENT OF TRANSPORTATION
AND THE
CITY OF GILLETTE**

Project B244A01
Sinclair Street Extension
Water Main, Sewer Main, and Conduit
Campbell County

1. **Parties.** The parties to this Cooperative Agreement (Agreement) are the Wyoming Department of Transportation (WYDOT), whose address is: 5300 Bishop Boulevard, Cheyenne, Wyoming 82009, and the City of Gillette (City), whose address is: 201 East 5th Street, Gillette, Wyoming 82716.
2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions by which WYDOT and the City shall extend eight (8) inch water and sanitary sewer collection mains and incorporate electric service conduit, fiber optic raceway, and associated junction boxes and appurtenances along Sinclair Street from Butler Spaeth Road to Miranda Avenue (Project). The location of the Project is shown in Exhibit A, Location Map, which is attached to and incorporated into this Agreement by this reference. This Project is associated with WYDOT's main project B244006.
3. **Term of Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The term of the Agreement is from the Effective Date through the completion of the Project. All services shall be completed during this term. However, the Parties agree that maintenance requirements described in Section 5(I) are indefinite.
4. **Payment.**
 - A. The City agrees to reimburse WYDOT the entire actual cost of the Project, including all indirect costs through the current Indirect Cost Allocation Plan (ICAP) rate as approved by the Federal Highway Administration (FHWA). Estimated costs are set forth in Exhibit B, Summary of Project Costs, which is attached to and incorporated into this Agreement by this reference. ICAP is a rate built into WYDOT's accounting system for overhead expenditures for administering a project. The ICAP rate is developed by WYDOT and approved by the FHWA, with the new rate taking effect immediately. The current rate of eleven percent (11%) is effective until September 30, 2027, at which time the rate is subject to change based on FHWA approval. The ICAP rate will be charged on total direct costs on the Project, as shown in Exhibit B.
 - B. The costs shown in Exhibit B are estimates only and the City understands that it must reimburse WYDOT for all final actual costs, which may be higher or lower.

- C. The City shall reimburse WYDOT within forty-five (45) days after billing pursuant to Wyo. Stat. § 16-6-602. WYDOT will bill the City on a monthly basis unless otherwise agreed upon between the parties.

5. **Responsibilities of City.** City agrees to:

- A. Pay WYDOT in accordance with Section 4 above.
- B. Submit a letter to WYDOT designating a qualified Project representative, at no cost to WYDOT, capable of making timely decisions and authorized to sign documents concerning the construction of the Project.
- C. Conduct preliminary survey work, engineering investigations, and right-of-way studies, and shall develop final design plans and estimates. Final engineering plans must be stamped by a professional engineer licensed or registered in the state of Wyoming.
- D. Identify areas of potential effect to the environment outside of the existing WYDOT Project limits. Provide this information to WYDOT prior to the sixty percent (60%) plans for Right-of-Way and Engineering inspection Plans due date, which WYDOT will provide.
- E. Submit the following to WYDOT five (5) business days prior to the WYDOT Project due dates, which WYDOT will provide.
 - (i) Thirty percent (30%) plans for Grading Plans.
 - (ii) Sixty percent (60%) plans for Right-of-Way and Engineering Inspection Plans.
 - (iii) Ninety percent (90%) plans for Right-of-Way and Utility Plans.
 - (iv) Ninety-nine percent (99%) plans for Final Plans.
 - (v) One hundred percent (100%) plans for Plans, Specifications, and Estimates (PS&E) Plans.

In the event the City does not meet the required deadlines, WYDOT may terminate this Agreement with cause.

- F. Perform and provide immediate direction, control, and supervision of construction engineering for the Project in accordance with Project plans and specifications.
- G. Review Project bids for concurrence in the award of the Project to the lowest qualified bidder. As a result of signing the Letter of Concurrence, the City agrees to amend estimated costs to match the actual bid amount.
- H. Upon completion and acceptance of the Project by WYDOT and the City, the City shall return, within thirty (30) days of WYDOT Resident Engineer's request, WYDOT's Acceptance Certificate, or any other required WYDOT documents.

Once this Acceptance Certificate has been completed, all National Pollutant Discharge Elimination System (NPDES) General Permits related to the Project will be transferred to the City. The City shall then be responsible for all storm water runoff on the Project and storm water monitoring until a Notice of Termination (NOT) can be submitted for the Project by the City. In the event petroleum contaminated soil or water is encountered on the Project, the required work associated with mitigation of the contamination will become part of the Project.

- I. Upon completion and acceptance of the Project, the City shall maintain, at its sole expense, all features constructed under this Agreement.

6. **Responsibilities of WYDOT.** WYDOT agrees to:

- A. Complete environmental investigations and prepare appropriate National Environmental Policy Act (NEPA) documentation as necessary.
- B. Acquire all necessary construction permits and permanent easements necessary to construct the Project.
- C. Perform utility adjustments. If any adjustments are needed, arrangements will be made by separate agreement(s) with the affected utility owner(s) and are not covered by this Agreement. Costs for reimbursable utility work not owned by City are not included with Project cost estimates and will be in addition to the identified costs. Under the terms of this Agreement, if utility adjustments are not required for the Project, all references to such adjustments herein are considered null and void.
- D. Advertise the Project and award a bid to the lowest qualified bidder in accordance with WYDOT policies.

7. **General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.
- B. **Applicable Law, Rules of Construction, and Venue.** 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.
- C. **Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other

party. The City shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of WYDOT.

- D. Audit and Access to Records.** WYDOT and its representatives shall have access to any books, documents, papers, electronic data, and records of the City which are pertinent to this Agreement.
- E. Award of Related Agreements.** WYDOT may award supplemental or successor agreements for work related to this Agreement or may award agreements to other contractors for work related to this Agreement. The City shall cooperate fully with other contractors and WYDOT in all such cases.
- F. Compliance with Laws.** The City shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Agreement.
- G. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the City in the performance of this Agreement shall be kept confidential by the City unless written permission is granted by WYDOT for its release. If and when the City receives a request for information subject to this Agreement, the City shall notify WYDOT within ten (10) days of such request and shall not release such information to a third party unless directed to do so by WYDOT.
- H. Entirety of Agreement.** This Agreement, consisting of eight (8) pages; Exhibit A, Location Map, consisting of one (1) page; and Exhibit B, Summary of Project Costs, consisting of one (1) page, represent the entire and integrated Agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.
- I. Ethics.** The City shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing the City's profession.
- J. Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by WYDOT and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Agreement.

- K. Force Majeure.** Neither party shall be liable for 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, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- L. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- M. Independent Contractor.** The City shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the City shall be free from control or direction over the details of the performance of services under this Agreement. The City shall assume sole responsibility for any debts or liabilities that may be incurred by the City in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the City or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or WYDOT or to incur any obligation of any kind on behalf of the State of Wyoming or WYDOT. The City agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance or similar benefits available to State of Wyoming employees will inure to the benefit of the City or the City's agents or employees as a result of this Agreement.
- N. Nondiscrimination.** The City shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.
- O. Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.
- P. Ownership and Return of Documents and Information.** WYDOT is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the City in the performance of this Agreement. Upon termination of services, for any reason, the

City agrees to return all such original and derivative information and documents to WYDOT in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.

- Q. Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- R. Insurance Requirements.** The City is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, *et seq.*, and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, *et seq.*, and shall provide a letter verifying its participation in the WARM or LGLP to WYDOT.
- S. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the City, shall identify WYDOT as the sponsoring agency and shall not be released without prior written approval from WYDOT.
- T. Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and WYDOT 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 them as sovereign or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this 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.
- V. Taxes.** The City shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.

- W. Termination of Agreement.** This Agreement may be terminated, without cause, by WYDOT upon thirty (30) days' written notice. This Agreement may be terminated by WYDOT immediately for cause if the City fails to perform in accordance with the terms of this Agreement.
- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall 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.
- Y. Time is of the Essence.** Time is of the essence in all provisions of this Agreement.
- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.
- AA. Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Agreement 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 Agreement. Delivery by the City of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to WYDOT.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

8. **Signatures.** 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.

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

ATTEST:

WYDOT:
Wyoming Department
of Transportation

Signature

Keith R. Fulton, P.E., Chief Engineer

Name, Title

Date

ATTEST:

CITY:
City of Gillette

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

 #255930
Nicholas T. Garcia, Assistant Attorney General

05/19/26

Date

Exhibit A, Location Map

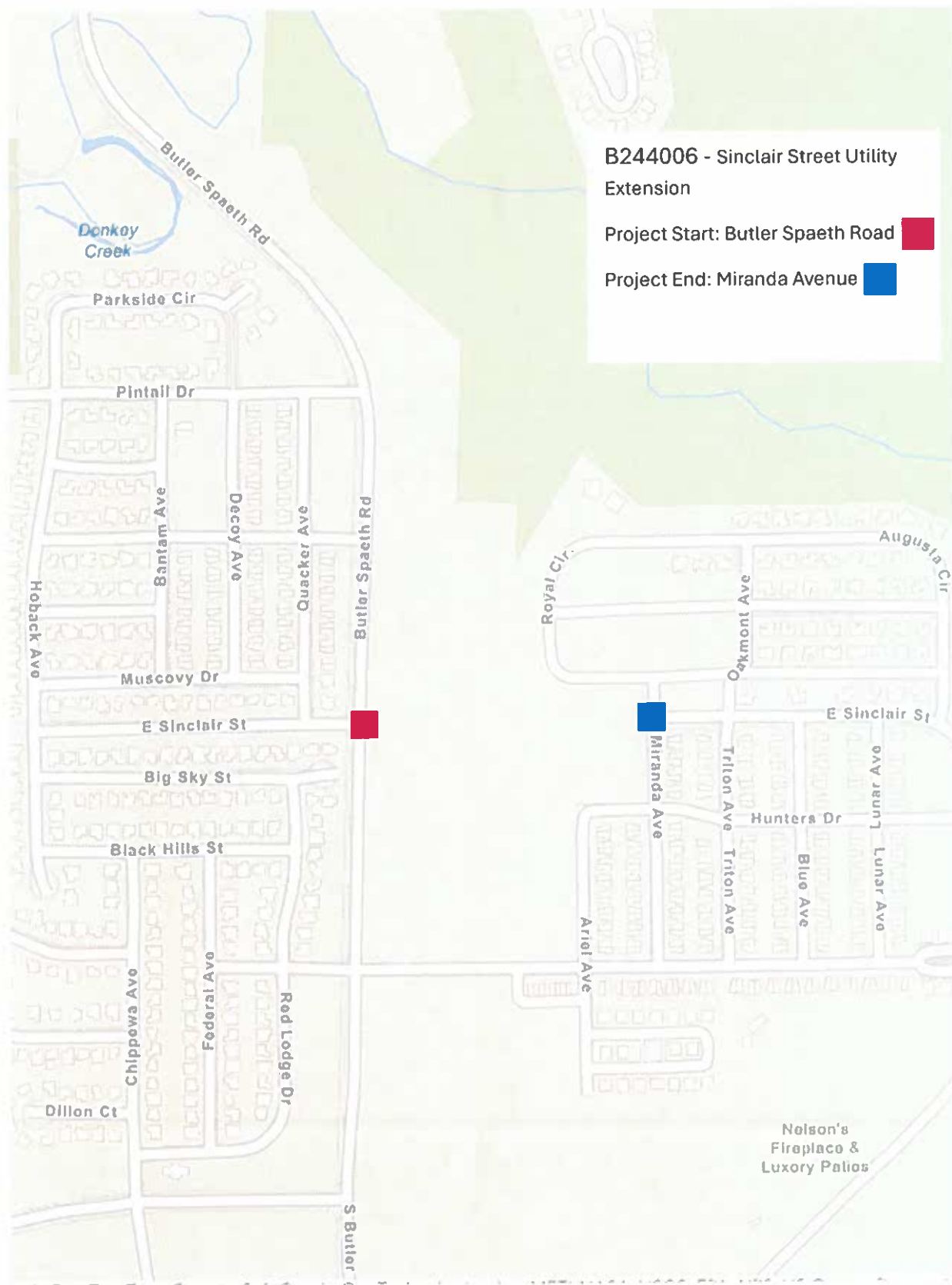


EXHIBIT B

Summary of Project Costs

Project B244A01
Sinclair Street Extension
Water Main, Sewer Main, and Conduit
Campbell County

Costs were prepared by WYDOT.

Estimated Project Costs:

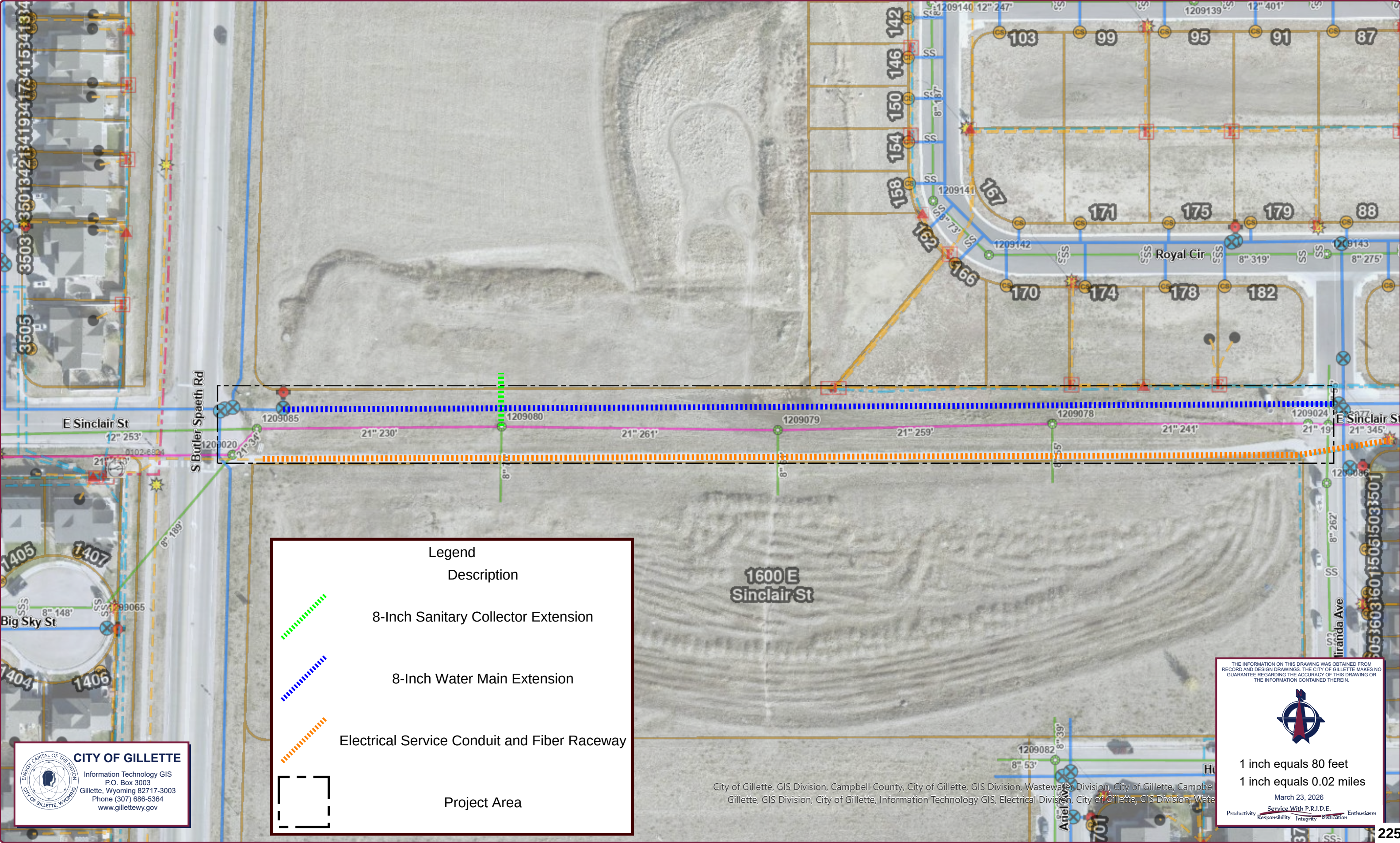
<u>Item</u>	=	<u>Cost</u>
Construction	=	\$ 240,293.00
Preliminary Engineering	=	\$ 36,044.00
Construction Engineering	=	\$ 24,029.00
Total Direct Costs (TDC)	=	\$ 300,366.00
Indirect Cost Allocation Plan (ICAP) (11% of TDC)	=	\$ 33,040.00
Total Project Costs	=	\$ 333,406.00

NOTE: All costs shown are rounded to the nearest dollar.

The above figures are for estimating purposes only and are subject to revision throughout the life of the Project.

Construction Engineering includes project closeout costs.

24EN16-Sinclair Road Extension-Proposed Utility Improvements





CITY OF GILLETTE

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

Legend

Description



8-Inch Sanitary Collector Extension



8-Inch Water Main Extension



Electrical Service Conduit and Fiber Raceway



Project Area

City of Gillette, GIS Division, Campbell County, City of Gillette, GIS Division, Wastewater Division, City of Gillette, Campbell County, City of Gillette, GIS Division, City of Gillette, Information Technology GIS, Electrical Division, City of Gillette, GIS Division, Water Division

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 80 feet

1 inch equals 0.02 miles

March 23, 2026

Service With P.R.I.D.E.

Productivity Responsibility Integrity Dedication Enthusiasm



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration to Authorize City Staff to Submit an Application to the Wyoming Department of Transportation (WYDOT) FY 2027 911 Gap Funding Grant Program.

SUGGESTED ACTION:

I move for Approval to Authorize City Staff to Submit an Application to the Wyoming Department of Transportation (WYDOT) FY 2027 911 Gap Funding Grant Program.

CASE BACKGROUND:

The Gillette Police Department has prepared an application for \$150,000 for WYDOT's 911 Gap Funding Grant Program for FY 2027. If approved, the funds would be used for an upgrade in equipment and services for the City's Public Safety Answering Point (PSAP) used by Dispatch. The upgrade will assist Dispatch in the upcoming expansion of scope in providing services for the Campbell County Fire Department and Campbell County Health EMS.

STAFF REFERENCE:

Brent Wasson, Interim Chief of Police

ATTACHMENTS:

[FY 2027 911 GAP FUNDING GRANT PROGRAM APPLICATION](#)

[Emergency Dispatch Services Contract \(CCFD\)](#)

[Emergency Dispatch Services Contract \(CCH\)](#)

FY 2027 911 Gap Funding Grant Program Application

Official Application for the WYDOT-911GF-FY2027-01 Notice of Funding Opportunity. This grant program, administered by the Wyoming Department of Transportation (WYDOT), provides funds to Public Safety Answering Points (PSAPs) to address shortfalls in 911 funds and services. Grant funds awarded under this NOFO are limited to documented funding shortfalls necessary to operate a governing body's current 911 system. These funds shall not be used for Next Generation 911 transition, implementation, system conversion, statewide planning, governance restructuring, modernization, or expansion costs except to the extent the applicant demonstrates that the expense is strictly necessary to maintain existing 911 operations. The Legislature separately appropriated funds for the NG911 study required under W.S. 16-9-113(a)."

Submissions are due by 5:00 PM MST on July 6, 2026.

monicaw@gillettewy.gov [Switch account](#)

* Indicates required question

Email*

monica@gillettewy.gov

Today's Date:

6/1/2026

Time

11:28AM

Section 1: Applicant Information

1. Official Name of the Public Safety Answering Point(s) (PSAP) that the application is for. (If this is a multi-jurisdictional application list all of the PSAP's involved in the application.)

Gillette Police Department

2. Applicant Type (Select one)

Boards of county commissioners; City councils; or Other governing bodies of a city, town, or county, such as boards of directors of a special district or joint powers boards established pursuant to W.S.16-4-101 through 16-4-110

City of Gillette- City Council

3. County in Wyoming where the applicant is located

Campbell County

4. Primary Point of Contact Name and Title

Monica Wasson, Communications Supervisor

5. Contact Email Address (for official communication)

monicaw@gillettewy.gov

6. Contact Phone Number

307-686-5299

:

Section 2: Eligibility Confirmation

7. Please confirm your eligibility status (Select ONE):

We own or maintain a Public Safety Answering Point (PSAP).

8. Is the applicant a non-profit organization?

No

Section 3: Project Application

You may submit only one application and must list projects in order of funding priority.

9. Project 1 Title (Highest Priority)

Vesta NXT Phones

10. Project 1 Total Requested Grant Amount (Enter e.g., \$150,000)

\$150,000

11. Project 1: Statement of Need / Funding Gap (Clearly describe the specific shortfall in 911 funds or services this project is intended to close. Provide context demonstrating the need)

Our Public Safety Answering Point (PSAP) is undergoing an unprecedented operational expansion. Our agency recently assumed full responsibility for regional Fire and EMS dispatching—a massive increase in call volume, structural complexity, and multi-agency coordination. This transition has completely overwhelmed our legacy infrastructure, forcing us to build new server architectures, purchase dispatch consoles, and implement new technical workflows.

The onboarding of regional Fire and EMS services has necessitated a sweeping financial commitment from our agency. Local capital expenditures have included outfitting a new physical dispatch station, upgrading local server and CAD networking architectures, and purchasing critical workstation equipment—including high-resolution monitors, ergonomic accessories, and an essential fourth radio and phone position. Furthermore, our agency is entirely funding the salaries and benefits for three newly created operator positions, alongside thousands of dollars in mandatory summer overtime required to sustain community lifeline operations during this critical transition.

12. Project 1: Proposed Activities & Eligible Activity Type (Check all that apply)

Equipment and service costs

13. Project 1: Budget Justification (Why the requested grant amount is appropriate and reasonable to complete the proposed activities.)

To ensure public safety does not collapse under this administrative and operational weight, we must upgrade our aging CallWorks phone platform to Motorola Vesta NXT. Vesta NXT is a next generation 911 platform with several

functional advantages. It features a real time AI to transcribe call audio, translate multi- language calls on the fly, and auto- generate incident summaries. This allows the call taker to focus entirely on the caller rather than frantically typing notes. Vesta NXT leverages modern artificial intelligence and massive cloud ecosystem scaling to actively fight, information overload, and dispatcher shortages. This system will aid the city in providing efficient services to Law, Fire and EMS.

The city currently budgets \$83,000 annually for CallWorks services. \$150,000 grant will help offset the \$210,000 deficit the city anticipates facing in its 2027 fiscal year budget, providing strained staff with the vital Next- Generation 911 (NG911) capabilities necessary to safeguard the community.

Section 4: Project 2 - Second Priority (Optional)

14. Project 2 Title (If applicable)

N/A

15-18.

N/A

Certification and Agreement

19. I certify that this is the only application the eligible applicant may submit to the FY 2026 funding opportunity; I understand that grant funds are restricted to use only for the projects specified in the grant award agreement.*

Yes

20. I certify that the applicant is familiar with and agrees to the grant deliverables, which include submitting quarterly progress and expenditure reports, and providing a financial report at the close of WYDOT's fiscal year (June 30).*

Yes

Emergency Dispatch Services Contract

This Emergency Dispatch Services Contract ("Contract") is entered into on this 14th day of March, 2026, by and between:

Campbell County Fire Department

106 Rohan Ave.

Gillette, WY 82716,

Hereinafter ("CCFD");

and

City of Gillette

201 E. 5th St.

Gillette, WY 82716,

Hereinafter "Dispatch Services Provider" or "Provider")

1. Scope of Services:

1.1 Provider agrees to utilize commercially reasonable efforts in providing and delivering emergency dispatch services to CCFD, including, but not limited to, call answering, alarm processing, unit dispatching, and real-time information updates as required by CCFD protocols.

1.2 With respect to the obligations stated in Section 1.1, Provider shall substantially adhere to the performance standards referenced in Section 3 below.

2. Term:

2.1 The initial term of this Contract shall commence on the 1st day of July, 2026, and terminate on 30th day of June, 2027. This Contract will automatically renew for successive one-year terms unless terminated by one of the parties.

3. Performance Standards and Metrics:

3.1 With respect to the obligations stated in Section 1.1, the parties shall designate their respective Gillette Police Department staff and CCFD staff to form a committee to establish written standard operating procedures for emergency dispatch services ("SoP"). This SoP will be incorporated into this Contract. The parties may amend this SoP from time to time. Provider agrees to substantially meet the performance standards and metrics set forth in such SoP, as may be amended from time to time. Unless otherwise determined by the SoP, the standards set forth in Appendix A shall govern this Contract.

3.2 CCFD may conduct regular assessments, audits, and evaluations to ensure Provider's compliance with the aforementioned performance standards.

4. Compensation:

4.1 CCFD shall pay Provider a fee that reflects CCFD's proportionate share of Provider's annual operating and capital improvement and replacement budget for dispatch services. CCFD's proportionate share will be based on CCFD's portion of Provider's dispatch call volume as follows. For Fiscal Year 2026-2027, CCFD shall pay Provider a sum commensurate with CCFD's proportionate share of Provider's total dispatch call volume for calendar year 2025, as applied to Provider's total operating and capital budget for dispatch services. For Fiscal Year 2027-2028, CCFD's proportionate share payment obligation will be determined by averaging CCFD's portion of Provider's total dispatch call volume for calendar years 2025 and 2026. For Fiscal Year 2028-2029, CCFD's proportionate share payment obligation will be determined by averaging CCFD's portion of Provider's total dispatch call volume for calendar years 2025, 2026, and 2027. For each fiscal year thereafter, CCFD's proportionate share payment obligation will be based on a three-year rolling average of CCFD's portion of Provider's total dispatch call volume for the preceding three calendar years. CCFD shall remit each payment obligation to Provider within forty-five (45) days of the beginning of each fiscal quarter.

5. Legal Compliance:

5.1 Provider shall operate in full compliance with all federal, state, and local laws governing emergency dispatch services in the State of Wyoming.

6. Confidentiality:

6.1 To the extent provided by the Wyoming Public Records Act, Provider shall maintain strict confidentiality regarding all information received during the provision of dispatch services and shall not disclose information so obtained to any third party without the prior written consent of CCFD, which will not be unreasonably withheld.

7. Termination:

7.1 Either party may terminate this Contract upon 180 days written notice.

7.2 Immediate termination may occur for cause, including, but not limited to, a material breach of the Contract terms or failure to meet the performance standards as described on Exhibit A.

8. Governing Law; Venue:

8.1 This Contract shall be governed by and construed in accordance with the laws of the State of Wyoming. The Courts of the State of Wyoming have jurisdiction over this Contract and the parties. Venue for any matter arising under this Agreement will be in the Sixth Judicial District, Campbell County, Wyoming.

9. Entire Agreement:

9.1 This Contract represents the entire understanding between the parties and supersedes any prior agreements or understandings, whether oral or written.

10. Waiver:

10.1 The waiver of any breach of any term or condition in this Contract 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 Contract may be established by conduct, custom, or course of dealing. All waivers must be in writing and signed by all parties.

11. Governmental Immunity:

11.1 Neither party waives governmental immunity by entering into this Contract and, unless specifically and expressly waived, each party 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 Contract 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. With respect to W.S. 1-39-104(a), neither party intends to retain immunity in actions based on contract under this provision.

12. Force Majeure:

12.1 Excepting payment obligations, neither party will be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, 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.

13. Independent Contractor:

13.1 Nothing in this Contract 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 on behalf of the other party.

14. Severability:

14.1 If any part of this Contract is held to be invalid or unenforceable by a court of competent jurisdiction, such provision will be reformed and enforced to the maximum extent permitted by law. If such provision cannot be reformed, it will be severed from this Contract and the remaining portions of this Contract will be valid and enforceable.

15. Amendments:

15.1 This Contract may not be amended, altered, changed, modified, supplemented, or rescinded in any manner except by a written instrument executed by all parties.

16. Binding Effect:

16.1 This Contract will not be binding on any party until duly executed by all parties. Once completely executed, this Contract will be binding upon and inure to the benefit of the parties and their respective successors, heirs, and permitted assigns.

17. Counterparts:

17.1 This Contract may be executed in any number of separate, but identical counterparts. This Contract 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 practical thereafter.

18. Third Party Beneficiary Rights:

18.1 The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract will not be construed to create such status. The rights, duties, and obligations contained in this Contract operate only between the parties to this Contract and inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.

19. Titles Not Controlling:

19.1 Titles of paragraphs are for reference only and may not be used to construe the language in this Contract.

20. No Indemnification:

20.1 Neither party to this Contract agrees to insure, defend, hold harmless, or indemnify the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Emergency Dispatch Services Contract as of the date first above written.

Campbell County Fire Department:

BY:

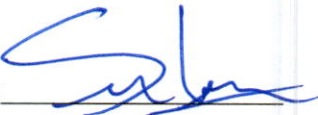

Nathan Mccland

ITS:

Chairman

City of Gillette:

BY:

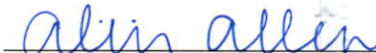


ITS:

Mayor

(SEAL)

ATTEST:


Alicia Allen, City Clerk

Appendix A : Performance Standards and Metrics

The provider agrees to provide the following services and support:

- Dispatch Operations Committee, Set Forth in Section 3.1, shall meet quarterly in order evaluate operational effectiveness of dispatch center procedures pertaining to each Public Safety Discipline.
- Dispatch systems and databases shall have the ability to be partitioned or configured in such manner to facilitate the implementation and management of Fire Department specific processing software and performance data. Said dispatch systems shall include the following:
 - Fire incident processing software
 - EMS incident processing software
 - Fire department specific call types and run orders
 - AVL to include closest unit dispatching
 - Quickest routing software to interface with GIS street closures
- Dispatch Center shall have the ability to page pre-identified notification groups. Examples of notification groups include
 - Notify chief officers of significant incidents
 - Full-time recall notifications
 - Individual duty crews
 - A Dispatcher shall be dedicated to incidents in which call types indicate an IDLH (Immediately Dangerous to Life & Health) or High-Risk environment until such time that the Incident Commander declares that the immediate threat has been deescalated. Examples of IDLH incidents are as follows:
 - Structure fires
 - Technical rescues
 - Wildland/Urban interface incidents
 - Dispatch Center shall maintain the ability to have multiple fire department radio channels programmed into dispatch consoles and implement individual scene tactical channels. Dispatch shall maintain the ability to communicate via digital and conventional radio systems. Dispatch Center shall also maintain the ability to record the following radio channels:
 - 17-FD
 - 17-CAT1
 - 17-OPS1
 - 17-OPS2
 - 17-OPS3

Emergency Dispatch Services Contract Between the City of Gillette and Campbell County Hospital District

This Emergency Dispatch Services Contract ("Contract") is entered into on this ____ day of _____, 2026, by and between:

Campbell County Hospital District d/b/a Campbell County Health

501 S. Burma Ave..

Gillette, WY 82716,

Hereinafter ("CCH");

and

City of Gillette

201 E. 5th St.

Gillette, WY 82716,

Hereinafter "Dispatch Services Provider" or "Provider").

1. Scope of Services:

1.1 Provider agrees to utilize commercially reasonable efforts in providing and delivering emergency dispatch services to CCH, including, but not limited to, call answering, alarm processing, unit dispatching, and real-time information updates as required by Section 3.1.

1.2 With respect to the obligations stated in Section 1.1, Provider shall substantially adhere to the performance standards referenced in Section 3 below.

2. Term:

2.1 The initial term of this Contract shall commence on the 1st day of July, 2026, and terminate on 30th day of June, 2027. This Contract will automatically renew for successive one-year terms unless terminated by one of the parties.

3. Performance Standards and Metrics:

3.1 With respect to the obligations stated in Section 1.1, the parties shall designate their respective Gillette Police Department staff and CCH staff to form a committee to establish written standard operating procedures for emergency dispatch services ("SoP"). This SoP will be incorporated into this Contract through inclusion as Appendix A. The parties may amend this SoP from time to time. Provider agrees to substantially meet the performance standards and metrics set forth in such SoP, as may be amended from time to time.

3.2 CCH may conduct regular assessments, audits, and evaluations to ensure Provider's compliance with the aforementioned performance standards. The parties shall meet quarterly to evaluate the services provided under this agreement, evaluate the quality of services provided using relevant

NFPA metrics and determine continuous quality improvement steps that can be taken in the services provided under this Contract.

4. Compensation:

4.1 CCH shall pay Provider a fee that reflects CCH's proportionate share of Provider's annual operating and capital improvement and replacement budget for dispatch services. CCH's proportionate share will be based on CCH's portion of Provider's dispatch call volume as follows. For Fiscal Year 2026-2027, CCH shall pay Provider a sum commensurate with CCH's proportionate share of Provider's total dispatch call volume for calendar year 2025, as applied to Provider's total operating and capital budget for dispatch services. For Fiscal Year 2027-2028, CCH's proportionate share payment obligation will be determined by averaging CCH's portion of Provider's total dispatch call volume for calendar years 2025 and 2026. For Fiscal Year 2028-2029, CCH's proportionate share payment obligation will be determined by averaging CCH's portion of Provider's total dispatch call volume for calendar years 2025, 2026, and 2027. For each fiscal year thereafter, CCH's proportionate share payment obligation will be based on a three-year rolling average of CCH's portion of Provider's total dispatch call volume for the preceding three calendar years. CCH shall remit each payment obligation to Provider within forty-five (45) days of the beginning of each fiscal quarter.

5. Legal Compliance:

5.1 Provider shall operate in full compliance with all federal, state, and local laws governing emergency dispatch services in the State of Wyoming.

6. Confidentiality; Ownership of Records and Use of Data; Access to Records:

6.1 To the extent provided by the Wyoming Public Records Act, Provider shall maintain strict confidentiality regarding all information received during the provision of dispatch services and shall not disclose information so obtained to any third party without the prior written consent of CCH, which will not be unreasonably withheld, or court order.

6.2 At the time of this agreement the Records Managements System (RMS) is Spillman. The RMS system is hosted by Provider. Computer Aided Dispatch (CAD) records created by Provider for the purposes of call-taking information from the public and field units or for dispatching field units and resources to calls for service are the exclusive property of Provider. Use of the Records Management System (Spillman) is for public safety purposes only. Patient treatment records shall be the property of CCH, subject to the rights of the patients treated.

6.3 The parties agree that, if this Contract is subject to the provisions of 42 U.S.C.A. 1301 et seq., The Social Security Act, and the regulations promulgated in implementation thereof (initially codified at 42 C.F.R. 420.300 et seq.), the parties shall comply with the provisions of such Act. The parties shall perform the obligations as may be from time to time specified for subcontractors in The Social Security Act (42 U.S.C.A. 1301 et seq.), and any successor regulations (collectively, the "Regulations"), including without limitation, allowing the Comptroller General of the United States ("Comptroller General"), the United States Department of Health and Human Services ("HHS"), or any other Federal or State agency of the government with proper authority to demand access or review of such records, and their duly authorized representatives, access upon their request to the parties' contracts, books, documents and records until the expiration of four (4) years after the termination of this Contract. If any such request for parties' books, documents, and records is made,

related to one party, that party shall immediately give notice of such request to the other party and provide the party with a copy of such request, and the party shall consult and cooperate with the other party concerning the proper response to such request. The party shall provide the other party with a copy of each such book, document, and record made available to the Comptroller General, HHS, and their duly authorized representatives or shall identify each such book, document, and record and grant CCH access thereto for review and copying.

7. Termination:

7.1 Either party may terminate this Contract upon 180 days written notice.

7.2 Immediate termination may occur for cause, including, but not limited to, a material breach of the Contract terms or failure to meet the performance standards as described on Exhibit A.

8. Governing Law; Venue:

8.1 This Contract shall be governed by and construed in accordance with the laws of the State of Wyoming. The Courts of the State of Wyoming have jurisdiction over this Contract and the parties. Venue for any matter arising under this Agreement will be in the Sixth Judicial District, Campbell County, Wyoming.

9. Entire Agreement:

9.1 This Contract represents the entire understanding between the parties and supersedes any prior agreements or understandings, whether oral or written.

10. Waiver:

10.1 The waiver of any breach of any term or condition in this Contract 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 Contract may be established by conduct, custom, or course of dealing. All waivers must be in writing and signed by all parties.

11. Governmental Immunity:

11.1 Neither party waives governmental immunity by entering into this Contract and, unless specifically and expressly waived, each party 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 Contract 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. With respect to W.S. 1-39-104(a), neither party intends to retain immunity in actions based on contract under this provision.

12. Force Majeure:

12.1 Excepting payment obligations, neither party will be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, 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.

13. Independent Contractor:

13.1 Nothing in this Contract 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 on behalf of the other party.

14. Severability:

14.1 If any part of this Contract is held to be invalid or unenforceable by a court of competent jurisdiction, such provision will be reformed and enforced to the maximum extent permitted by law. If such provision cannot be reformed, it will be severed from this Contract and the remaining portions of this Contract will be valid and enforceable.

15. Amendments:

15.1 This Contract may not be amended, altered, changed, modified, supplemented, or rescinded in any manner except by a written instrument executed by all parties.

16. Binding Effect:

16.1 This Contract will not be binding on any party until duly executed by all parties. Once completely executed, this Contract will be binding upon and inure to the benefit of the parties and their respective successors, heirs, and permitted assigns.

17. Counterparts:

17.1 This Contract may be executed in any number of separate, but identical counterparts. This Contract 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 practical thereafter.

18. Third Party Beneficiary Rights:

18.1 The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract will not be construed to create such status. The rights, duties, and obligations contained in this Contract operate only between the parties to this Contract and inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.

19. Titles Not Controlling:

19.1 Titles of paragraphs are for reference only and may not be used to construe the language in this Contract.

20. No Indemnification:

20.1 Neither party to this Contract agrees to insure, defend, hold harmless, or indemnify the other party.

21. Equipment:

21.1 Upon termination of this Contract, each respective party shall retain ownership of all equipment and frequencies owned by such party. No transfer of title to equipment or frequencies shall occur because of termination of this Contract. No purchase of real property is anticipated under this Contract. If equipment or real property is shared under this the Contract, title to the property shall remain with the purchaser of the property or equipment.

22. Disclaimer Regarding Referrals:

22.1 The parties to this Contract stipulate and agree that the purpose of this Contract is to provide emergency dispatch services. It is agreed by the parties hereto will not, in any way, require, or is not contingent upon the admission, recommendations, referral or any other form of arrangement for utilization by patients or others of any item or service offered by another party to this Contract. Furthermore, nothing in this Contract shall be construed to prohibit or in any way limit another party's ability to refer patients to any other facility.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the date first above written.

Campbell County Hospital District:

BY: 

ITS: CC.H Board Chairman

City of Gillette: Tom murphy

BY: 

ITS: Mayer

(S E A L)

ATTEST:

Alicia Allen
Alicia Allen, City Clerk

Appendix A**[Provided Under Separate Cover at a Later Date]**



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Resolution Approving and Authorizing the Final Plat of Pronghorn Plaza, a Resubdivision of Lots 1-6, Block 6 of Gillette Tech Center, Phase 1; to the City of Gillette, Wyoming, Subject to All Planning Requirements. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve a Resolution Approving and Authorizing the Final Plat of Pronghorn Plaza, a Resubdivision of Lots 1-6, Block 6 of Gillette Tech Center, Phase 1; to the City of Gillette, Wyoming, Subject to All Planning Requirements.

APPLICANT/OWNER:

Gillette College, Owner

AGENT:

Justin Stearns, WLC, Inc., Agent

CASE BACKGROUND:

The applicant seeks to combine six existing lots into two; proposed Lot 1 with 3.58 acres and Lot 2 with 2.92 acres. Both proposed lots are currently zoned C-O, Office and Institution District and undeveloped.

Lots in a C-O District have require a minimum of 7,000 square feet with a minimum width of 50 feet at the front setback line; both proposed lots meet these requirements. Water and sanitary sewers services are not required to be installed until the time of development, however both lots have access to all city utilities (water, sewer, and electric).

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

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

ATTACHMENTS:

[Planning Requirements](#)

[Vicinity Map](#)

[Proposed Plat](#)

[Resolution](#)

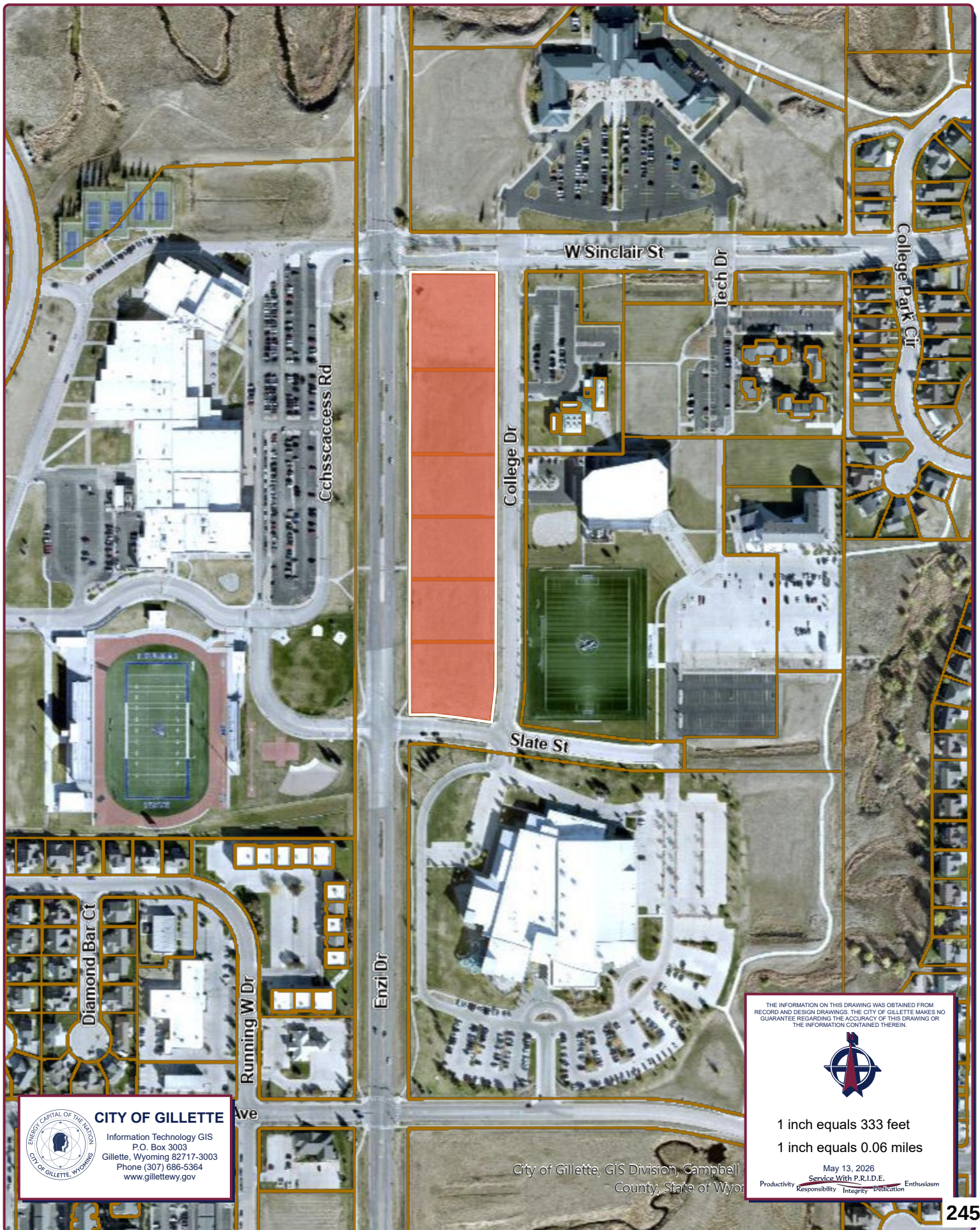
[Planning Commission Minutes 6/1/2026](#)

PL2026-0019 | Minor Subdivision | 3800 College Drive

Planning Requirements

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

3800 College Drive - Vicinity Map



CITY OF GILLETTE

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

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

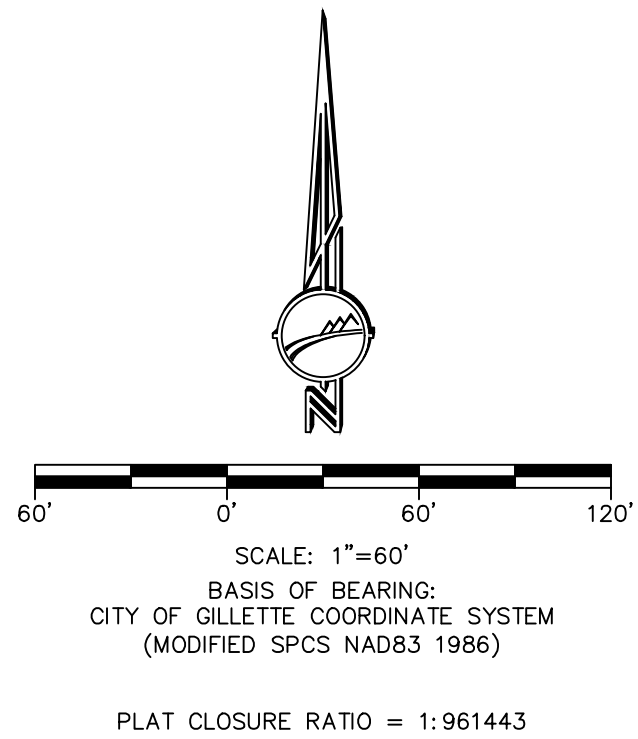


1 inch equals 333 feet

1 inch equals 0.06 miles

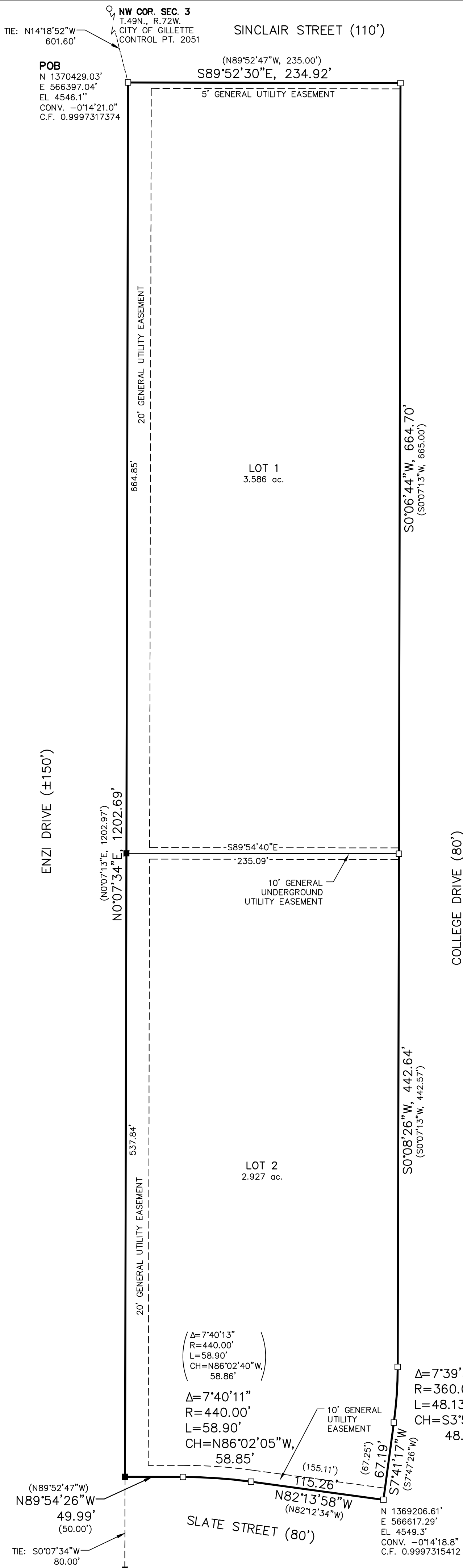
City of Gillette, GIS Division, Campbell
County, State of Wyoming

May 13, 2026
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm



LEGEND

- SET ALUM. CAP
- RECOVERED BRASS CAP
- RECOVERED ALUM. CAP
- RECORD
- MEASURED
- PARCEL BOUNDARY
- EASEMENT



RESUBDIVISION OF LOTS 1-6, BLOCK 6, GILLETTE TECH CENTER, PHASE I TO BE KNOWN AS PRONGHORN PLAZA

APPROVALS

CERTIFICATE OF THE CITY ENGINEER

Data on this plat reviewed this ____ day of _____, 20 __, by the City Engineer of Gillette, Wyoming.

City Engineer _____

CERTIFICATE OF THE PLANNING COMMISSION

This plat approved by the City of Gillette Planning Commission this ____ day of _____, A.D., 20 __.

Chairman _____

Secretary _____

CERTIFICATE OF THE CITY COUNCIL

Approved by the City Council of the City of Gillette, Wyoming, this ____ day of _____, A.D., 20 __.

Mayor _____

City Clerk _____

CERTIFICATE OF RECORDING

This plat was filed on this ____ day of _____, 20 __, for record in the Office of the Clerk and Recorder at ____ o'clock __, m., and is duly recorded in Book ____ of Plats, Page No. ____.

County Clerk _____

DECLARATION VACATING PREVIOUS PLATTING

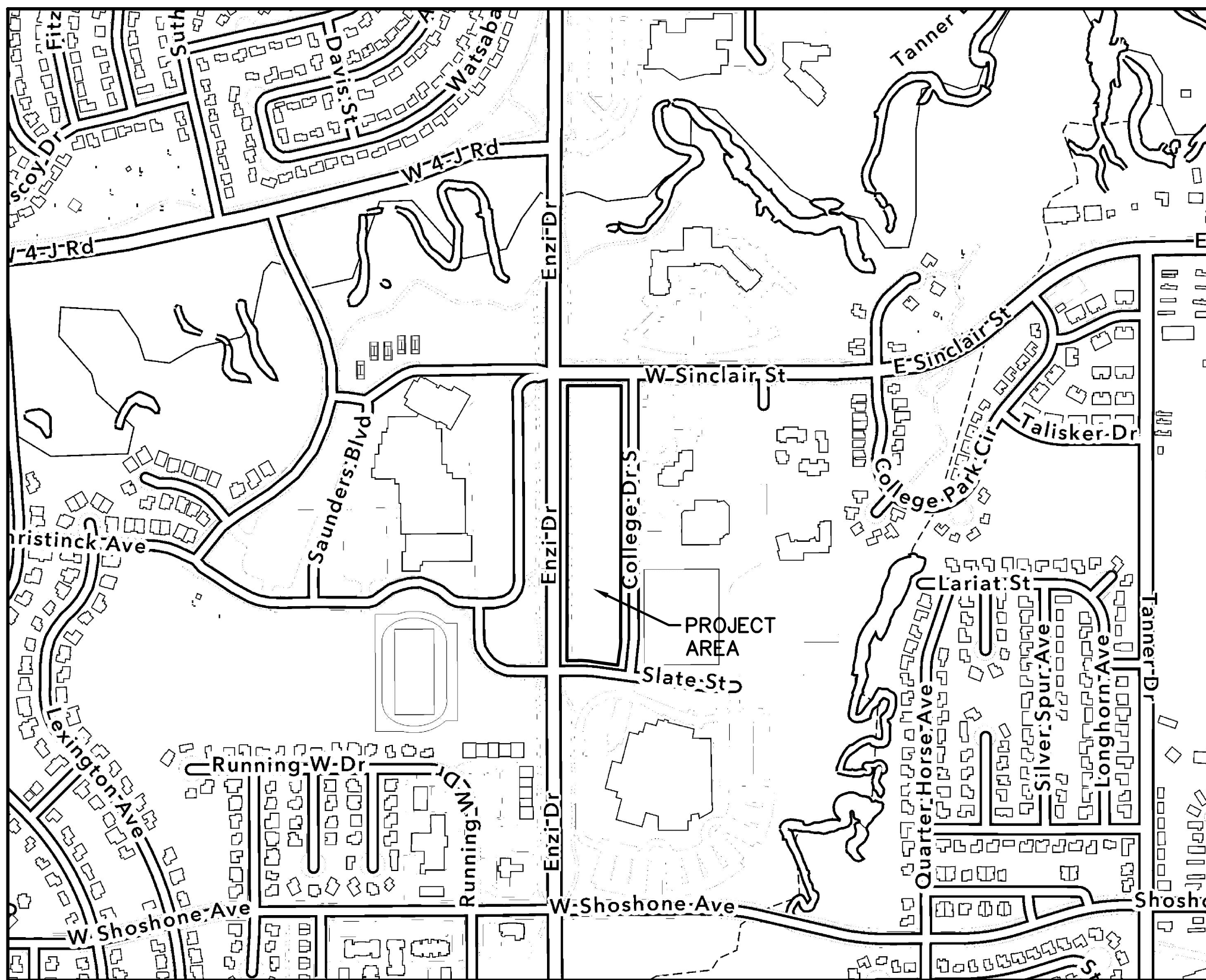
This plat is the resubdivision of Lots 1-6, Block 6, GILLETTE TECH CENTER, PHASE I, as recorded in Book 7 of Plats, Page 156-157, of the records of the Campbell County Clerk. All earlier plats, easements, or portions thereof, encompassed by the boundaries of this plat, are hereby vacated.

PURPOSE STATEMENT

The purpose of this plat is to subdivide Lots 1-6, Block 6, Gillette Tech Center, Phase I as recorded in Book 7 of Plats, Page 156-157, in the Campbell County clerk and recorders office. The resulting lots to be known as PRONGHORN PLAZA.

SUBDIVISION SUMMARY

TOTAL AREA: 6.513 ACRES
TOTAL LOTS: 2 LOTS
ZONING: C-O, Office & Institution
RIGHT OF WAY: 0 ACRES
FLOOD PLAIN DESIGNATION "ZONE X", FIRM PANEL #56005C1444D AND DATE 1-2-2008



VICINITY MAP
SCALE: 1"=500'

CERTIFICATE OF OWNERSHIP

Know all men by these presents that the undersigned Gillette Community College District, being the owner, proprietor or parties of interest in the land shown on this plat, do hereby certify:

That the foregoing plat designated as PRONGHORN PLAZA, a resubdivision of Lots 1-6, Block 6, Gillette Tech Center, Phase I, located in the W1/2NW1/4, Section 3, Township 49 North, Range 72 West of the 6th P.M., Gillette, Campbell County, Wyoming, and is more particularly described as follows:

Beginning at the northwesterly corner of the Parcel being described and a point in the easterly line of Enzi Drive and a point in the southerly line of Sinclair Street and from which point the northwesterly corner of said Section 3 bears N14°18'52"W, 601.60 feet; thence from said Point of Beginning and along the northerly line of the Parcel being described and the southerly line of said Sinclair Street, S89°52'30"E, 234.92 feet to the northeasterly corner of said Parcel and a point in and on an intersection with the westerly line of college drive; thence along the easterly line of the Parcel being described and the westerly line of said College Drive, S0°06'44"W, 664.70 feet to a point; thence, S0°08'26"W, 442.64 feet to the beginning of a non-tangential curve; thence along the arc of a true curve to the right and having a radius of 360.00 feet, and the long chord of which bears S3°55'29"W, 48.09 feet, through a central angle of 7°39'37", 48.13 feet to a point of intersection with a non-tangential line; thence, S7°41'17"W, 67.19 feet to the southeasterly corner of said Parcel and a point in and on an intersection with the northerly line of Slate Street; thence along the southerly line of the Parcel being described and the northerly line of said Slate Street, N82°13'58"W, 115.26 feet to the beginning of a non-tangential curve; thence along the arc of a true curve to the left and having a radius of 440.00 feet, and the long chord of which bears N86°02'05"W, 58.85 feet, through a central angle of 7°40'11", 58.90 feet to a point of intersection with a non-tangential line; thence, N89°54'26"W, 49.99 feet to the southwesterly corner of said Parcel and a point in and on an intersection with the easterly line of said Enzi Drive; thence along the westerly line of said Parcel and the easterly line of said Enzi Drive, N0°07'34"E, 1202.69 feet to said Point of Beginning and contains an area of 6.513 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 sanitary sewer lines, 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.

GILLETTE COMMUNITY COLLEGE DISTRICT

Dr. Janell Oberlander, President

STATE OF WYOMING)
COUNTY OF CAMPBELL) SS

The foregoing instrument was acknowledged before me by Dr. Janell Oberlander, President of Gillette Community College District, this ____ day of _____, 20 __.

Witness my hand and official seal.

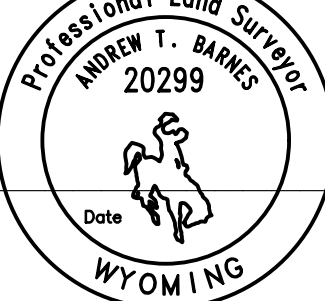
My commission expires: _____

NOTARY PUBLIC

SURVEYORS CERTIFICATE

I, Andrew T. Barnes, do hereby certify that I am a registered land surveyor, licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of PRONGHORN PLAZA, as laid out, platted, dedicated and shown hereon, that such plat was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the lots, easements and streets of said subdivision as the same are staked upon the ground in compliance with City of Gillette regulations governing the subdivision of land.

Registered Land Surveyor No. 20229



RESOLUTION NO.

**A RESOLUTION APPROVING AND AUTHORIZING THE
FINAL PLAT OF PRONGHORN PLAZA, A RESUBDIVISION
OF LOTS 1-6, BLOCK 6 OF GILLETTE TECH CENTER,
PHASE 1; TO THE CITY OF GILLETTE, WYOMING,
SUBJECT TO ALL PLANNING REQUIREMENTS.**

WHEREAS the Final Plat Of Pronghorn Plaza, A Resubdivision Of Lots 1-6, Block 6 of Gillette Tech Center, Phase 1; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on June 1st, 2026, with Planning Requirements.

WHEREAS the recording of the Final Plat Of Pronghorn Plaza, A Resubdivision Of Lots 1-6, Block 6 of Gillette Tech Center, Phase 1; to the City of Gillette, Wyoming; with the Campbell County Clerk and Ex-Officio Recorder of Deeds, is subject to meeting all Planning Requirements approved by the Planning Commission on June 1st, 2026.

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

the Final Plat Of Pronghorn Plaza, A Resubdivision Of Lots 1-6, Block 6 of Gillette Tech Center, Phase 1; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Land Surveying Incorporated, signed by Andrew T. Barnes, Professional Land Surveyor, Wyoming Registration Number 20299, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

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

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ June 1, 2026 ~ 5:15 pm

PRESENT

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

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

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

CALL TO ORDER

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

APPROVAL OF
THE MINUTES

A motion was made by Vice-Chair Cone to approve the meeting minutes of May 26, 2026. Jack Colson seconded the motion. Motion carried 4/0.

Case No.
PL2026-0017 –
MINOR
SUBDIVISION –
830 Mountain
Meadow Lane

The applicant seeks to subdivide one existing lot, into two; Lot 2D with 1.49 acres and Lot 3D with 1.97 acres. The zoning is currently C-1, General Commercial and will remain C-1. Lot 2D has an approved Commercial Site Plan (PL2025-0039) with the City for a new AutoZone. Lot 3D is currently vacant and undeveloped.

Lots in the C-1 District have no minimum size requirements but must be a minimum width of 50 feet; both lots meet the minimum width requirement. Water and sanitary sewers services are not required to be installed until the time of development, however both lots have access to all city utilities (water, sewer, and electric). Any development that occurs on the proposed lots will get their access off of Mountain Meadow Lane and not off of Hwy 14-16.

Meredith Duvall said the Planning Division received two calls from the public on the case and were general inquiries only.

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

Chair Hottell asked which lot had the site plan for a new AutoZone, and Meredith Duvall confirmed it was the northern lot (Lot 2D)

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

Case No.
PL2026-0019 –
MINOR
SUBDIVISION –
3800 College Drive

The applicant seeks to combine six existing lots into two; proposed Lot 1 with 3.58 acres and Lot 2 with 2.92 acres. Both proposed lots are currently zoned C-O, Office and Institution District and undeveloped.

Lots in a C-O District have require a minimum of 7,000 square feet with a minimum width of 50 feet at the front setback line; both proposed lots meet these requirements. Water and sanitary sewers services are not required to be installed until the time of development, however both lots have access to all city utilities (water, sewer, and electric).

Meredith Duvall said the Planning Division received two inquiries about the case. One inquired if the proposed changes would affect their property taxes, and Ms. Duvall said she directed them to the County Assessor's office who determines property taxes. The other call was a general inquiry only,

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

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

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next meeting will be June 23, 2026.

ADJOURNMENT

The meeting was adjourned at 5:21 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Consideration of a Resolution Approving and Authorizing the Resubdivision of Lot 1D, Mountain Meadows Subdivision, to Be Known as Lots 2D and 3D of Mountain Meadows Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0)

SUGGESTED ACTION:

I move to Approve a Resolution Approving and Authorizing the Resubdivision of Lot 1D, Mountain Meadows Subdivision, to be known as Lots 2D and 3D of Mountain Meadows Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

Trevor Schilling, Owner

AGENT:

Cevin Imus, Land Surveying Incorporated, Agent

CASE BACKGROUND:

The applicant seeks to subdivide one existing lot, into two; Lot 2D with 1.49 acres and Lot 3D with 1.97 acres. The zoning is currently C-1, General Commercial and will remain C-1. Lot 2D has an approved Commercial Site Plan (PL2025-0039) with the City for a new AutoZone. Lot 3D is currently vacant and undeveloped.

Lots in the C-1 District have no minimum size requirements but must be a minimum width of 50 feet; both lots meet the minimum width requirement. Water and sanitary sewers services are not required to be installed until the time of development, however both lots have access to all city utilities (water, sewer, and electric). Any development that occurs on the proposed lots will get their access off of Mountain Meadow Lane and not off of Hwy 14-16.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF REFERENCE:

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

ATTACHMENTS:

[Planning Requirements](#)

[Resolution](#)

[Vicinity Map](#)

[Proposed Plat](#)

[Planning Commission Minutes 6/1/2026](#)

PL2026-0017 | Minor Subdivision | 830 Mountain Meadow
Lane

Planning Requirements

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

RESOLUTION NO.

**A RESOLUTION APPROVING AND AUTHORIZING THE
FINAL PLAT OF THE RESUBDIVISION OF LOT 1D,
MOUNTAIN MEADOWS SUBDIVISION TO BE KNOWN AS
LOTS 2D AND 3D OF MOUNTAIN MEADOWS SUBDIVISION;
TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL
PLANNING REQUIREMENTS.**

WHEREAS the Final Plat of the Resubdivision of Lot 1D, Mountain Meadows Subdivision, to be known as Lots 2D and 3D of Mountain Meadows Subdivision; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on June 1st, 2026, with Planning Requirements.

WHEREAS the recording of the Resubdivision of Lot 1D, Mountain Meadows Subdivision, to be known as Lots 2D and 3D of Mountain Meadows Subdivision; to the City of Gillette, Wyoming; with the Campbell County Clerk and Ex-Officio Recorder of Deeds, is subject to meeting all Planning Requirements approved by the Planning Commission on June 1st, 2026.

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

the Final Plat of the Resubdivision of Lot 1D, Mountain Meadows Subdivision, to be known as Lots 2D and 3D of Mountain Meadows Subdivision; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Land Surveying Incorporated, signed by Cevin C Imus, Professional Land Surveyor, Wyoming Registration Number 9328, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

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

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

830 Mountain Meadow Lane - Vicinity 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



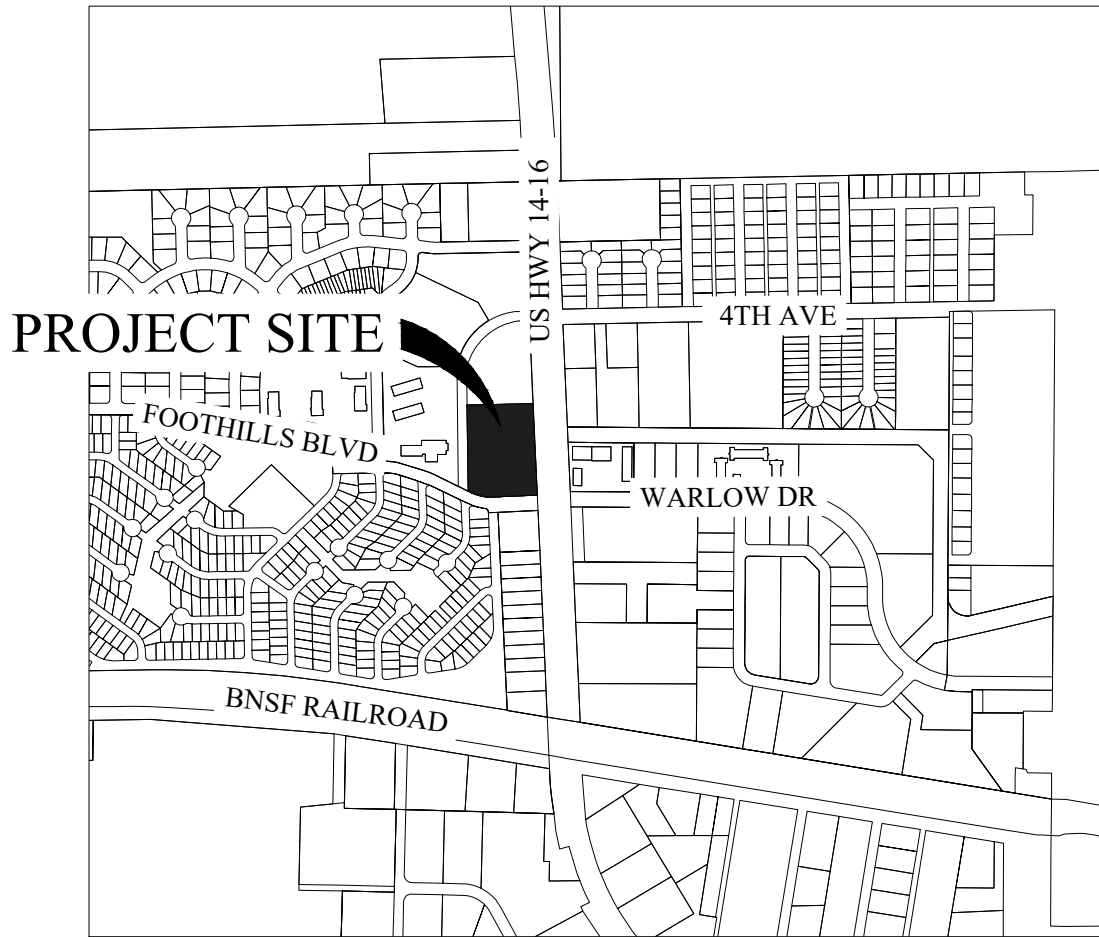
1 inch equals 167 feet
1 inch equals 0.03 miles

May 13, 2026

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

FINAL PLAT
A RESUBDIVISION OF LOT 1D,
MOUNTAIN MEADOWS SUBDIVISION
TO BE KNOW AS LOTS 2D AND 3D OF MOUNTAIN MEADOW SUBDIVISION
TO THE CITY OF GILLETTE, WYOMING

VICINITY MAP SCALE
1" = 1000'



PROJECT SITE

BASIS OF BEARING

CITY OF GILLETTE CONTROL (GROUND)

SUMMARY

TOTAL LOTS: 2
TOTAL AREA: 151,047.49 SQ. FT. (3.46 ACRES)

SUBDIVISION PURPOSE

SUBDIVIDING LOT 1D OF MOUNTAIN MEADOW SUBDIVISION INTO TWO SEPARATE LOTS TO BE KNOWN AS LOTS 2D AND 3D, MOUNTAIN MEADOW SUBDIVISION TO THE CITY OF GILLETTE, WYOMING.

DECLARATION VACATING PREVIOUS PLATTING:

THIS PLAT IS THE RESUBDIVISION OF LOT 1D OF MOUNTAIN MEADOW SUBDIVISION; AS RECORDED IN BOOK 11 OF PLATS, PAGE 60 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 OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED ENERGY, LLC, BEING THE OWNER, PROPRIETOR OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS THE RESUBDIVISION OF MOUNTAIN MEADOW SUBDIVISION, AND BEING SITUATED IN A PORTION OF THE E1/2 NE1/4, SECTION 20, TOWNSHIP 50 NORTH, RANGE 72 WEST, OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 2D AND 3D OF MOUNTAIN MEADOWS SUBDIVISION, TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, AND CONTAINS AND AREA OF 151,047 SQUARE FEET (3.46 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 IS 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, AREA HEREBY DEDICATED TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SANITARY SEWER LINES, 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

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 ____, 2026, A.D. BY:

TREVOR SCHILLING, AGENT, ENERGY, LLC

STATE OF WYOMING)

COUNTY OF CAMPBELL.)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY OF

____, 2026, A.D., BY TREVOR SCHILLING, AGENT, ENERGY, LLC

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC _____

MY COMMISSION EXPIRES: _____

SURVEYOR'S CERTIFICATE

I, CEVIN C. IMUS, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT, AND COMPLETE PLAT OF LOTS 2D AND 3D, MOUNTAIN MEADOW SUBDIVISION, AS LAID OUT, PLATTED, AND SHOWN HEREON, THAT SUCH PLAT WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY AND IMPROVEMENTS BY ME AND UNDER MY DIRECT SUPERVISION.

DATE OF PLAT OR MAP: APRIL, 2026 (CEVIN C. IMUS)



PRELIMINARY

PAGE: 1 OF 1
DATE: 4/21/2026
FILE: 26-061A_MP

CERTIFICATE OF THE CITY ENGINEER

DATA ON THIS PLAT REVIEWED

THIS ____ DAY OF ____, 2026,
BY THE CITY ENGINEER OF THE CITY OF GILLETTE, WYOMING

CITY ENGINEER _____

CERTIFICATE OF APPROVAL BY CITY OF GILLETTE PLANNING COMMISSION

THIS PLAT APPROVED BY THE CITY OF GILLETTE PLANNING COMMISSION

THIS ____ DAY OF ____, 2026,

CHAIRMAN _____

SECRETARY _____

CERTIFICATE OF ACCEPTANCE AND APPROVAL BY CITY COUNCIL

APPROVED BY CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

THIS ____ DAY OF ____, 2026,

MAYOR _____

CITY CLERK _____

CERTIFICATE OF COUNTY CLERK

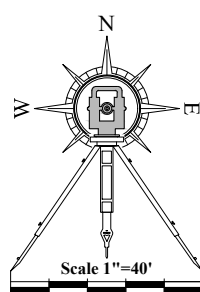
THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER

AT ____ O'CLOCK, ____ M., THIS ____ DAY OF ____, 2026,

AND IS DULY RECORDED IN BOOK ____ OF PLATS, PAGE NO. ____

CAMPBELL COUNTY CLERK _____

FINAL PLAT
A RESUBDIVISION OF LOT 1D,
MOUNTAIN MEADOW SUBDIVISION
TO BE KNOW AS LOTS 2D AND 3D OF MOUNTAIN MEADOW SUBDIVISION
TO THE CITY OF GILLETTE, WYOMING



LEGEND

- ⬤ = (SET) ALUMINUM CAP, PLS 9328
- ⊙ = (SET) PK NAIL IN CONCRETE
- ⊖ = (FOUND) BARE REBAR
- ◇ = (FOUND) ALUMINUM CAP, RLS 2333
- ◆ = (FOUND) ALUMINUM CAP, PLS 5134
- = (FOUND) ALUMINUM CAP, PLS 9328
- = (FOUND) 1925 GLO BRASS CAP

ALL COURSES ARE MEASURED UNLESS NOTED

PREPARED FOR:
MOUNTAIN PEAK BUILDERS
PO BOX 1052
GILLETTE, WYOMING 82717

PREPARED BY:
LAND SURVEYING INCORPORATED
209 N. WORKS AVENUE
GILLETTE, WY 82716
1-307-682-1661 www.lsi-inc.us



- NOTES:
1. WATER AND SEWER IS READILY AVAILABLE TO EACH LOT AND IT IS THE RESPONSIBILITY OF THE OWNER AT THE TIME OF DEVELOPMENT.
 2. NO ACCESS ALLOWED TO LOTS 2D AND 3D FROM HWY 14-16.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ June 1, 2026 ~ 5:15 pm

PRESENT

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

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

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

CALL TO ORDER

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

APPROVAL OF
THE MINUTES

A motion was made by Vice-Chair Cone to approve the meeting minutes of May 26, 2026. Jack Colson seconded the motion. Motion carried 4/0.

Case No.
PL2026-0017 –
MINOR
SUBDIVISION –
830 Mountain
Meadow Lane

The applicant seeks to subdivide one existing lot, into two; Lot 2D with 1.49 acres and Lot 3D with 1.97 acres. The zoning is currently C-1, General Commercial and will remain C-1. Lot 2D has an approved Commercial Site Plan (PL2025-0039) with the City for a new AutoZone. Lot 3D is currently vacant and undeveloped.

Lots in the C-1 District have no minimum size requirements but must be a minimum width of 50 feet; both lots meet the minimum width requirement. Water and sanitary sewers services are not required to be installed until the time of development, however both lots have access to all city utilities (water, sewer, and electric). Any development that occurs on the proposed lots will get their access off of Mountain Meadow Lane and not off of Hwy 14-16.

Meredith Duvall said the Planning Division received two calls from the public on the case and were general inquiries only.

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

Chair Hottell asked which lot had the site plan for a new AutoZone, and Meredith Duvall confirmed it was the northern lot (Lot 2D)

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

Case No.
PL2026-0019 –
MINOR
SUBDIVISION –
3800 College Drive

The applicant seeks to combine six existing lots into two; proposed Lot 1 with 3.58 acres and Lot 2 with 2.92 acres. Both proposed lots are currently zoned C-O, Office and Institution District and undeveloped.

Lots in a C-O District have require a minimum of 7,000 square feet with a minimum width of 50 feet at the front setback line; both proposed lots meet these requirements. Water and sanitary sewers services are not required to be installed until the time of development, however both lots have access to all city utilities (water, sewer, and electric).

Meredith Duvall said the Planning Division received two inquiries about the case. One inquired if the proposed changes would affect their property taxes, and Ms. Duvall said she directed them to the County Assessor's office who determines property taxes. The other call was a general inquiry only,

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

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

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next meeting will be June 23, 2026.

ADJOURNMENT

The meeting was adjourned at 5:21 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **June 16, 2026**

TITLE:

A Public Hearing to Consider the Gillette City Budget for FY2026-2027.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Public Hearing Notice](#)

LEGAL NOTICE

Notice is hereby given that a Public Hearing on the Proposed Budget Ordinance for the City of Gillette, Wyoming for the 2026-27 Fiscal Year ending June 30, 2027 which is now being considered by the Council of said city will be held in the City Council Chambers on the 2nd of June, 2026 at 6:00 p.m., and be considered on first reading; and in the City Council Chambers on the 16th of June, 2026 at 6:00 p.m., and be considered on third and final reading; or as soon thereafter as the City Council may order, at which time any and all persons interested may appear and be heard respecting such Budget. A summary of such Proposed Budget is as follows:

SUMMARY OF BUDGET

ESTIMATED REVENUES:

General Fund		
Taxes	\$	29,525,153
License and Permits	\$	820,078
State & Federal Shared Revenues	\$	5,066,698
Grants & Loans	\$	318,129
Charges for Services	\$	5,755,552
Other Revenues	\$	4,894,136
Application of Unassigned Cash	\$	-
One Percent Tax	\$	24,120,636
LID 652 - Interstate Industrial	\$	106,944
Madison Water Line	\$	7,346,000
Utilities Administration	\$	3,121,223
Solid Waste	\$	4,209,772
Water	\$	11,596,407
Power	\$	40,400,426
Sewer	\$	10,977,603
Fiber	\$	475,572
City West Operations	\$	874,199
City Warehouse	\$	245,369
Vehicle Maintenance	\$	3,676,243
Vehicle Replacement	\$	3,377,050
Health Insurance	\$	7,669,224
Insurance	\$	1,482,727
Grand Total	\$	166,059,141

ESTIMATED EXPENSES:

Mayor and Council, General	\$	202,327
Administration, General	\$	521,925
Special Projects, General	\$	2,844,962
City Attorney, General	\$	787,984
Human Resources, General	\$	837,592
Safety and Risk Management, General	\$	258,320
Finance, General	\$	1,249,038
Customer Service, General	\$	1,444,458
Purchasing, General	\$	344,736
Information Technology, General	\$	6,127,917
Police, General	\$	13,435,436
Dispatch, General	\$	1,803,708
Victims Advocate, General	\$	282,558
Animal Control, General	\$	527,865
Animal Shelter Operations, General	\$	539,400
City Hall Maintenance, General	\$	870,614
Public Works Administration, General	\$	540,459
Parks, General	\$	3,493,661
Swimming Pool, General	\$	306,393
Forestry, General	\$	474,642
Streets, General	\$	3,830,894
Traffic Safety, General	\$	801,355
Engineering, General	\$	1,506,868
Building Inspection, General	\$	903,159
Planning, General	\$	517,392
Code Compliance, General	\$	212,129
Gillette Public Access, General	\$	487,629
City Clerk, General	\$	368,665
Judicial/Parking Control, General	\$	490,798
Public Affairs, General	\$	351,315
One Percent Tax, Capital Projects	\$	23,680,201
LID 652 - Interstate Industrial	\$	106,944
Madison Water Line, Enterprise	\$	5,860,000
Utilities Administration, Enterprise	\$	826,967
Electrical Engineering, Enterprise	\$	758,994
SCADA, Enterprise	\$	1,535,262
Solid Waste, Enterprise	\$	4,209,772
Water, Enterprise	\$	11,535,109
Power, Enterprise	\$	40,400,426
Sewer, Enterprise	\$	10,252,272
Fiber, Enterprise	\$	371,159
City West Operations, Intergovernmental	\$	870,199
City Warehouse Operations, Intergovernmental	\$	245,369
Vehicle Maintenance, Intergovernmental	\$	3,676,243
Vehicle Replacement, Intergovernmental	\$	3,257,000
Health Fund, Insurance	\$	7,669,224
Insurance, Insurance	\$	1,308,927
Grand Total	\$	162,928,267

Publish: May 23, 2026
June 06, 2026



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

ORDINANCE 3RD READING

An Ordinance Providing for the Annual Appropriation of Money for the Maintenance of the City of Gillette, Wyoming for FY2026-2027.

SUGGESTED ACTION:

I move for the approval of the ordinance adopting the FY2026-2027 budget for the City of Gillette on 3rd and Final Reading.

CASE BACKGROUND:

ORDINANCE 1ST READING VOTE: 7/0

ORDINANCE 2ND READING VOTE: 6/1

Total Fiscal Year 2026-2027 budgeted expenses: \$162,928,267.

The attached budget has been reviewed in public meetings by the Mayor and City Council during the months of April and May. This recommended budget includes all changes as discussed at those meetings.

A Public Hearing has been advertised for 6:00 p.m. on June 2, 2026, at City Hall for consideration of the Fiscal Year 2026-2027 Budget. The Public Hearing and the approval of the first reading of the budget ordinance are scheduled for the regular City Council meeting.

The FY2026-2027 budget will be approved through three readings.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Ordinance for FY2026-2027 Budget](#)

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE OF THE CITY OF GILLETTE, WYOMING FOR THE COMING FISCAL YEAR.

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

Section 1. That there is hereby appropriated for the purpose of operating the City of Gillette, Wyoming, and, paying all expenses thereof, the sum of \$166,059,141, and,

Section 2. That the City anticipates having available during the coming year the following amounts from the following sources, to wit:

ESTIMATED REVENUES:

General Fund		
Taxes	\$	29,525,153
License and Permits		820,078
State & Federal Shared Revenues		5,066,698
Grants & Loans		318,129
Charges for Services		5,755,552
Other Revenues		4,894,136
Application of Unassigned Cash		-
One Percent Tax		24,120,636
LID 652 - Interstate Industrial		106,944
Madison Water Line		7,346,000
Utilities Administration		3,121,223
Solid Waste		4,209,772
Water		11,596,407
Power		40,400,426
Sewer		10,977,603
Fiber		475,572
City West Operations		874,199
City Warehouse		245,369
Vehicle Maintenance		3,676,243
Vehicle Replacement		3,377,050
Health Insurance		7,669,224
Insurance		1,482,727
Grand Total	\$	166,059,141

Section 3. It is appropriated from the funds of said City for the ensuing year the sum of \$162,928,267 or as much as may be necessary for the following purposes, to wit:

ESTIMATED EXPENSES:

Mayor and Council, General	\$	202,327
Administration, General		521,925
Special Projects, General		2,844,962
City Attorney, General		787,984
Human Resources, General		837,592
Safety and Risk Management, General		258,320
Finance, General		1,249,038
Customer Service, General		1,444,458
Purchasing, General		344,736

Information Technology, General	6,127,917
Police, General	13,435,436
Dispatch, General	1,803,708
Victims Advocate, General	282,558
Animal Control, General	527,865
Animal Shelter Operations, General	539,400
City Hall Maintenance, General	870,614
Public Works Administration, General	540,459
Parks, General	3,493,661
Swimming Pool, General	306,393
Forestry, General	474,642
Streets, General	3,830,894
Traffic Safety, General	801,355
Engineering, General	1,506,868
Building Inspection, General	903,159
Planning, General	517,392
Code Compliance, General	212,129
Gillette Public Access, General	487,629
City Clerk, General	368,665
Judicial/Parking Control, General	490,798
Public Affairs, General	351,315
One Percent Tax, Capital Projects	23,680,201
LID 652 - Interstate Industrial	106,944
Madison Water Line, Enterprise	5,860,000
Utilities Administration, Enterprise	826,967
Electrical Engineering, Enterprise	758,994
SCADA, Enterprise	1,535,262
Solid Waste, Enterprise	4,209,772
Water, Enterprise	11,535,109
Power, Enterprise	40,400,426
Sewer, Enterprise	10,252,272
Fiber, Enterprise	371,159
City West Operations, Intergovernmental	870,199
City Warehouse Operations, Intergovernmental	245,369
Vehicle Maintenance, Intergovernmental	3,676,243
Vehicle Replacement, Intergovernmental	3,257,000
Health Fund, Insurance	7,669,224
Insurance, Insurance	1,308,927
Grand Total	\$ 162,928,267

PASSED, APPROVED AND ADOPTED THIS 16TH DAY OF JUNE, 2026.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

Publish:



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Council Meeting Safety & Public Meeting Rules.

CASE BACKGROUND:

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[Meeting Safety Public Meeting Rules](#)



CITY CLERK'S OFFICE

CITY COUNCIL MEETING SAFETY & PUBLIC MEETING RULES

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

Speakers

- Persons seeking to be recognized for public comment must, without exception:
 - State their name
 - State their physical address
 - If speaking on behalf of an organization, identify their position or affiliation
- The public comment period will be limited to ten (10) minutes total.
- Speakers must remain behind the podium/lectern.
- Speakers shall refrain from making comments of a personal nature that reflect upon the character of a Councilperson, the Mayor, City staff, or another speaker. Personal criticism, ridicule, intimidating behavior, and name calling is forbidden.
- Speakers shall refrain from the use of indecent or obscene language, "fighting words" or other language which is disruptive to the orderly discussion at the meeting.

Audience Members

- Audience members will refrain from distracting side conversations or speaking out when another person is talking.
- Audience members will refrain from shouting, booing, or other similar unruly behavior that impedes or disrupts the orderly conduct of the meeting.

Enforcement of Meeting Rules

- The Governing Body will request that a person violating any Meeting Rules cease the violation.
- Failure to comply with the Governing Body's warning may result in removal from the Council Chambers, criminal prosecution pursuant to Gillette City Code Section 14-5, recess of the meeting, or any remedy available under Wyoming law.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: June 16, 2026

TITLE:

Executive Session for Potential Litigation Pursuant to W.S. 16-4-405(a)(iii) and Legal Advice Pursuant to W.S. 16-4-405(a)(ix).

SUGGESTED ACTION:

I move to enter into Executive Session for Potential Litigation and Legal Advice.

STAFF REFERENCE:

Sean Brown, City Attorney