



# CITY OF GILLETTE

[www.gillettewy.gov](http://www.gillettewy.gov)

## ADMINISTRATION

PHONE 307-686-5203

WWW.GILLETTEWY.GOV

### MEMORANDUM

**TO: Mayor and Members of the City Council**

**FROM: Michael Cole, City Administrator**

**RE: General Information**

**DATE: March 15, 2024**

The following meetings are scheduled for the week of **March 16-22, 2024**

**Tuesday, March 19th**

**6:00 p.m. City Council Meeting, Council Chambers**

**Thursday, March 21st**

**11:30 a.m. Senior Center Luncheon, Campbell County Senior Center**

1. Attached please find an **agenda** dated **March 14, 2024** and **meeting minutes** dated **February 8, 2024** for the **Parks & Beautification Board** provided by **Public Works Director Wilde**.
2. Attached please find a **Council of Community Services 2023 Year in Review** provided by **Council of Community Services Executive Director Mikel Scott**.

MHC/adw



**CITY OF GILLETTE  
PARKS AND BEAUTIFICATION BOARD  
AGENDA  
MARCH 14, 2024 – 5:00 P.M.  
PUBLIC WORKS BREAK ROOM**

**Members:**

**Wes Johnson - Chairperson  
Irene Daly - Vice- Chairperson  
Mike Castellanos  
Cathrine Gallilee  
Angi Klamm  
Noah Messick  
Michele Bradley**

**Mission:** We are dedicated to enhancing the natural beauty and recreation opportunities in our community by preserving, developing, and promoting our parks and public spaces. By fostering community engagement through innovative practices and responsible stewardship, we strive to create vibrant, sustainable, and inclusive outdoor spaces for all to enjoy.

- I. MEETING CALLED TO ORDER**
- II. APPROVAL OF MINUTES**
  - A. February 8, 2024
- III. PUBLIC COMMENT**
- IV. NEW BUSINESS**
  - A. Just Breathe 5K
  - B. Beautification Cards
  - C. Photo Contest Update
  - D. Community Trash Pickup
  - E. Bee City Proclamation
- V. OLD BUSINESS**
  - A. Adopt-a-Planter
  - B. Trash-a-Thon
  - C. Photo Contest
  - D. Beautification Card
  - E. Community Trash Pickup
  - F. Street Adoption Program
- VI. STAFF REPORT**
  - A. Dalbey Master Plan
- VII. CHAIRPERSON'S / BOARD REPORT**
- VIII. ADJOURNMENT**



# CITY OF GILLETTE

Parks and Beautification Board  
611 N. Exchange Ave. • Gillette, Wyoming 82716  
Phone 307.686.5320  
www.gillettewy.gov

**CITY OF GILLETTE  
PARKS AND BEAUTIFICATION BOARD  
MINUTES  
FEBRUARY 8, 2024  
5:00 P.M.  
CITY WEST BREAKROOM**

**MEMBERS:**

**PRESENT**

	<u>(YES)</u>	<u>(NO)</u>
Wes Johnson, Chairperson	(X)	
Irene Daly, Vice-Chairperson		(X)
Mike Castellanos	(X)	
Cathrine Gallilee	(X)	
Angi Klamm		(X)
Noah Messick	(X)	
Michelle Bradley	(X)	
<b>Meeting Quorum:</b>	<b>(X)</b>	

**STAFF:**

Sawley Wilde, Public Works Director  
Janie Kuntz, Parks Manager  
Dessa Gydesen, Administrative Assistant

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:05 by Mr. Johnson. Mr. Johnson joined the meeting via google meets.

**II. APPROVAL OF MINUTES**

Ms. Gallilee made a motion to accept the minutes from January 11, 2023. Seconded by Mr. Castellanos. All members voted Aye. Motion passed.

**III. PUBLIC COMMENT**

None

#### **IV. NEW BUSINESS**

##### **A. Adopt-a-Planter**

Ms. Kuntz informed the Board that the flower order had been placed. Flower pickup is scheduled for May 18, 2023, from 7:00 a.m. to 11:00 a.m. Ms. Kuntz disclosed that there are two planters open and she is waiting for call backs to get them adopted. Ms. Kuntz handed out the planter spreadsheet to the Board. Ms. Kuntz will also email the spreadsheet to all board members.

##### **B. Trash-a-Thon**

Item was left on the agenda from previous meeting on January 11, 2023, for members to vote. Mr. Messick made a motion to eliminate Trash-a-Thon activity. Seconded by Ms. Gallilee. Four members voted Ayes and one member voted nay. Motion passed.

##### **C. Photo Contest**

The Board would like to table the vote to eliminate this activity until next meeting. Ms. Gallilee would like to know current participation for this activity before eliminating.

##### **D. Beautification Card Approval**

Ms. Gydesen presented the card to the Board. Members present approved the card. Ms. Gydesen will email the card to absent members to get approval before printing.

##### **E. Community Trash Pickup**

Ms. Gallilee presented ideas for a community trash pickup day. This item will be left on the agenda for planning.

##### **F. Street Adoption Program**

Ms. Gallilee inquired about a street adoption program being introduced in Gillette. Ms. Kuntz informed the Board that there is currently a street adoption program within Gillette and has been successful.

#### **V. OLD BUSINESS**

##### **A. Review Last Year Activities:**

###### **a. Adopt-a-Planter**

The Board would like to leave this agenda item for the next meeting. Ms. Kuntz will update the Board on the planter's needing attention and the planter participants.

###### **b. Just Breathe**

Ms. Klamm gave flyers to the Board for the Just Breathe event on May 4, 2024. Ms. Gallilee thought it would be advisable to partner with Ms. McGrath on the Just Breathe event. Ms. Klamm will contact Ms. McGrath regarding this event. Ms. Klamm will also be contacting the County Parks and Recreation about putting sign in Bicentennial Park. Ms. Klamm will let Mr. Wilde or Ms. Gydesen know how many signs will be needed for McManamen Park.

c. Trash-a-Thon

Ms. Klamm would like to eliminate this activity due to the lack of participation. The Board would like to distribute flyers to the schools around Earth Day for awareness instead of having a competition. This item will remain on the agenda for the next meeting so absent Board members are there to vote.

d. Beautification Awards

Ms. Klamm would like to have a card created for the businesses that continuously keep their landscaping beautiful. The Board would like to see the card cover include past winner landscaping pictures. Ms. Klamm would like the Board to find businesses that are trying and making an effort with the landscaping. The Board would also like the website to announce the landscaping business along with the Beautification Award winner.

e. Photo Contest

Ms. Klamm would like to eliminate this activity due to the lack of participation. This item will stay on the agenda for the next meeting so absent Board members are there to vote.

f. 4<sup>th</sup> of July Parade

Ms. Klamm would like to brainstorm ideas to improve the outcome of this activity.

g. Bee City

Ms. Klamm added this to the agenda. Ms. Klamm informed the Board that their planter will need to be replenished with more plants this year.

**VI. STAFF REPORT**

None

**VII. CHAIRPERSON'S/ BOARD REPORT**

Mr. Castellanos wanted to give recognition for what City employees do for our community. Mr. Castellanos travels throughout Wyoming and was amazed at the differences in snow plowing and clearing the streets.

**VIII. ADJOURNMENTS**

The meeting was adjourned at 5:54 p.m.

**RESPECTFULLY SUBMITTED,**

Sawley Wilde, Public Works Director  
SW/dg



# Council of Community Services

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## 2023 YEAR IN REVIEW



As you take some time to look over our end-of-year wrap-up, it's important to remember that these numbers represent real people who you have helped through your support this past year. Without you, success for these families would have been impossible.

With that said, I would like to highlight some areas where your support has been invaluable in 2023. The number of nights of shelter we provided in our Emergency Shelter increased by 83%, increasing in both number of clients and length of stay. The reason for this enormous increase is due to the lack of housing in our community and more people struggling to keep up with the rising costs. The positive news is that your support has allowed us to shelter, feed, and clothe these families and individuals while providing housing-focused case management. The cost-of-living increases throughout the nation have also furthered the use of our Food Pantry and Soup Kitchen programs, where we are feeding more families and children.

This coming year, our focus will continue to be on how we can adapt and provide for our changing community. The Council has been serving Campbell County for over 55 years, and we will continue to keep all donations local to help families lift themselves out of poverty. With the support of our community and donors like you, we can make a difference for so many, regardless of who they are or the barriers they face. Together, we make our community stronger.

Mikel Scott  
Executive Director



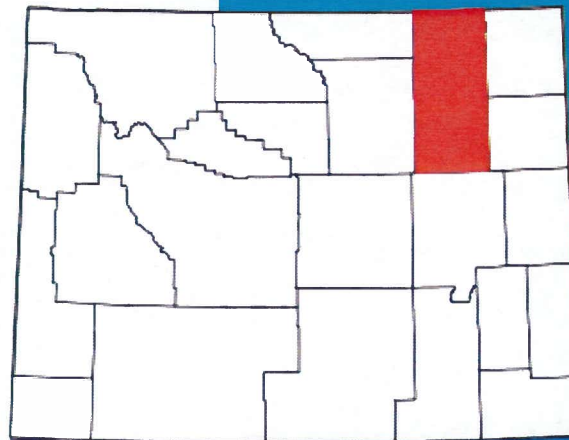
**Council of  
Community  
Services**

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# OUR MISSION

The Council of Community Services provides a diverse network of services to people seeking to improve their lives.

5,650 people in Campbell County live in poverty, and we'd like to change that.



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# OUR PROGRAMS & PLACES IN CAMPBELL COUNTY



## Homelessness

- Emergency Shelter
- Permanent Supportive Housing for families & individuals
- Section 8



## Hunger

- Food Pantry
- Soup Kitchen
- Thanksgiving & Christmas Baskets



## Community Assistance

- Weatherization
- Seconds on the Avenue Thrift Store
- Emergency Medical/Dental Assistance

# HOMELESSNESS

Data collected from 1/1/23 - 12/31/23



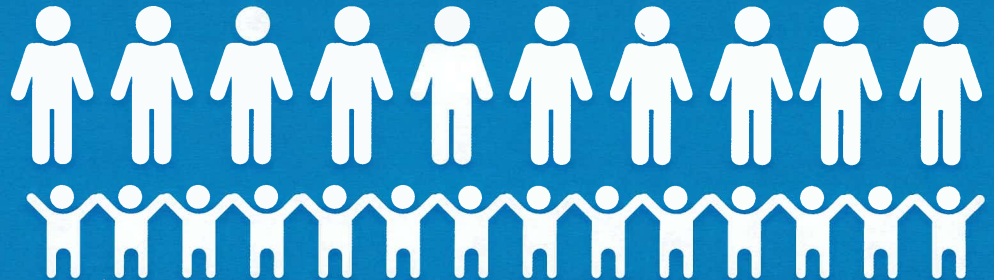
8

Permanent Supportive Housing for Individuals with Mental Health Disabilities



10

Families in Permanent, Supportive Housing  
10 Adults and 14 Children



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# HOMELESSNESS

Data collected from 1/1/23 - 12/31/23



**11,091** Nights of Shelter

**238** Average Units of Section 8 Housing Per Month

**342** Shelter Residents

**19** Homeless Prevention  
10 kids

**30** Average Number of Clients in the Shelter per Night

**1** Rapid Re-Housing

**37** Street Outreach  
32 Adults and 5 kids

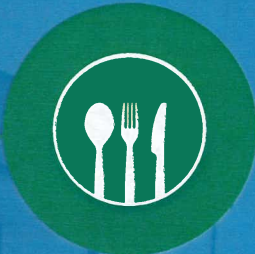


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# HUNGER

Data collected from 1/1/23 - 12/31/23



**2,283**  
People Served

**779**

Children

**293**

Seniors (60+)

**81**

Veterans

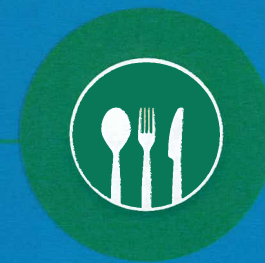


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# HUNGER

Data collected from 1/1/23 - 12/31/23



**3,128**

Pantries Given

**16,284**

Soup Kitchen Meals

**1,044**

Households

**1,058**

Soup Kitchen Clients

**705**

Thanksgiving Gift Cards  
& Christmas Baskets

**\$373,235** in Food Donations

# EMERGENCY ASSISTANCE

Data collected from 1/1/23 - 12/31/23



**90** Medical, Dental,  
Optical, RX Vouchers

**\$35,156.15**

Total Paid Out

- 03** Medical
- 20** Prescription
- 25** Eye Exam/Glasses
- 28** Dental
- 01** Other



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# SECONDS ON THE AVENUE

Data collected from 1/1/23 - 12/31/23



**496** Total Vouchers

**\$17,450.20**

**\$12,472.55** Clothing

**\$2,138.50** Furniture

**\$2,615.65** Household Goods

**\$223.50** School Supplies



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# EMERGENCY ASSISTANCE

## WEATHERIZATION

Data collected from 1/1/23 - 12/31/23



**219** Homes Weatherized

**119** Elderly

**449** Total Clients

**95** Disabled

**63** Children

**01** Native American



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# Program Improvements

## Food Pantry

In 2022, the food pantry moved into the shop next door to our main office and we expanded into nine times more space, including more storage, a walk-in freezer, and more choices for clients. One of the goals in 2023 was to continue to reduce food waste, through tracking waste at food drives, creating boxes of feed for farm animals, and getting more close-to-expired food out quicker.

Another goal is to provide a better variety of food items for different cultures and food restrictions in our community.

## Homeless Shelter

Our shelter has made large improvements on staffing and training in order to better serve the growing number of clients that stay here. We've added additional staffing to help with case management, developed the new CCS Training Academy with required suicide prevention seminars, and better tuned in to what our clients need.

## Other Improvements

In 2023, we began offering assistance for the Affordable Connectivity Program which helps bring rural communities more accessibility to internet services and technology. This program will wrap up in February 2024.



# COMMUNITY SUPPORT

The Council of Community Services has served our community in Campbell County for 55 years.

We are honored to keep all of the donations we receive from the people and businesses of Gillette right here in our community.

Know that your support directly helps out your neighbors, friends, and families in need.



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# FUNDRAISERS & EVENTS

## \$278,095.67

- Charity Chili Cook-Off
- 19th Annual Empty Bowl Fundraiser
- WyoGives
- Day of Hope
- Treat Street
- Giving Tuesday
- Christmas Baskets



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2023

# EMPTY BOWL

Raised over \$185,000 thanks to  
our generous community and  
supporters!



## SPONSORS & TABLES

### Platinum Sponsors

First National Bank  
Cyclone Drilling  
Peregrine Global Services  
Campbell County Health  
Jody Ewing

### Gold Sponsors

M&K Oil

### Silver Sponsors

Jerry Tystad  
First Northern Bank  
Lubnau Law  
Deb & Jeremy Michaels  
Quality Floor Covering  
DRM  
Big Horn Pediatrics  
Nick Carter Law Firm  
Security State Bank  
NTEC/Cordero Mine  
Ketel Thorstenson LLP  
Ida Snead Farmers Insurance  
Nick & Norine Kasperik

### Silver Sponsors

Elevated Pelvic Health  
Powder River Construction  
Pinnacle Bank  
Susan McKay, CPA  
Nelson Auto Glass  
Windshield Paramedic  
Horning, Horning & McGrath  
Kiwanis  
Dara & John Corkery  
Komatsu  
Visionary Broadband  
Mike & Mary Kindt  
David & Karin Ebertz  
Climate Solutions  
Bank of Gillette  
Crown CRT  
Paula Waetzig & RE/MAX  
Lana & Cory Gaskins  
Davis ENT Specialist  
Gillette Medical Imaging  
First Interstate Bank

Pizza Carello  
Kosma Heating & A/C  
Wilson Welding  
Black Hills Energy  
Deb Proctor & Jerry Bennett  
Donna & Samuel Bennett

### Bronze Sponsors

ANB Bank  
SLS West  
Basin Electric Power Cooperative  
Lori Dvorak  
ERA Priority Real Estate  
Powder River Dental  
Trend's Furniture  
Powder River Heating & A/C  
Hopp Family Dentistry  
Dry Fork Mine  
The Fichter Family  
The Engstrom Family  
Quality Auto  
Gregs Welding

# GIVING TUESDAY

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**NOV 28, 2023**  
**\$22,000**



**WYO  
GIVES**

**JUL 12, 2023**  
**\$30,800**



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# FINANCIAL REPORT

## INCOME

Contracts/Grants	\$2,272,119.39
Fundraising	\$278,095.67
In-Kind Contributions	\$532,785.27
Misc	\$20,631.83
Other	\$45,653.42
Private Contributions	\$324,274.22
Rent	\$52,247.15
Seconds on the Avenue	\$519,435.49
Cost of Goods Sold	\$1,724.46
<b>Total Income</b>	<b>\$4,043,517.98</b>

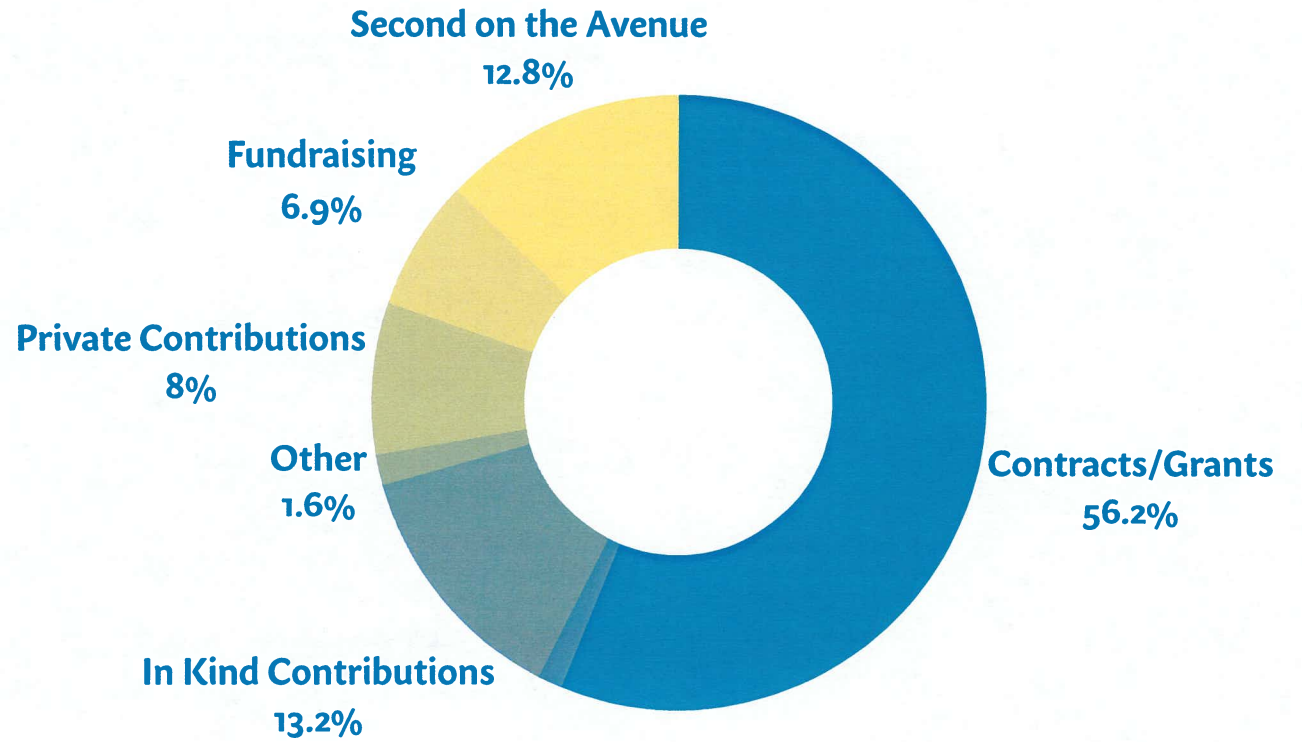
## EXPENSES

Admin Wages	\$1,288,780.45
Conferences & Travel	\$87,302.24
In Kind Expenses	\$468,144.63
Misc	\$180,883.24
Professional Fees	\$72,145.00
Program Services	\$1,299,814.56
Program Wages	\$163,703.86
Supplies & Equipment	\$100,685.70
Utilities & Maintenance	\$235,413.57
<b>Total Expenses</b>	<b>\$3,896,873.25</b>

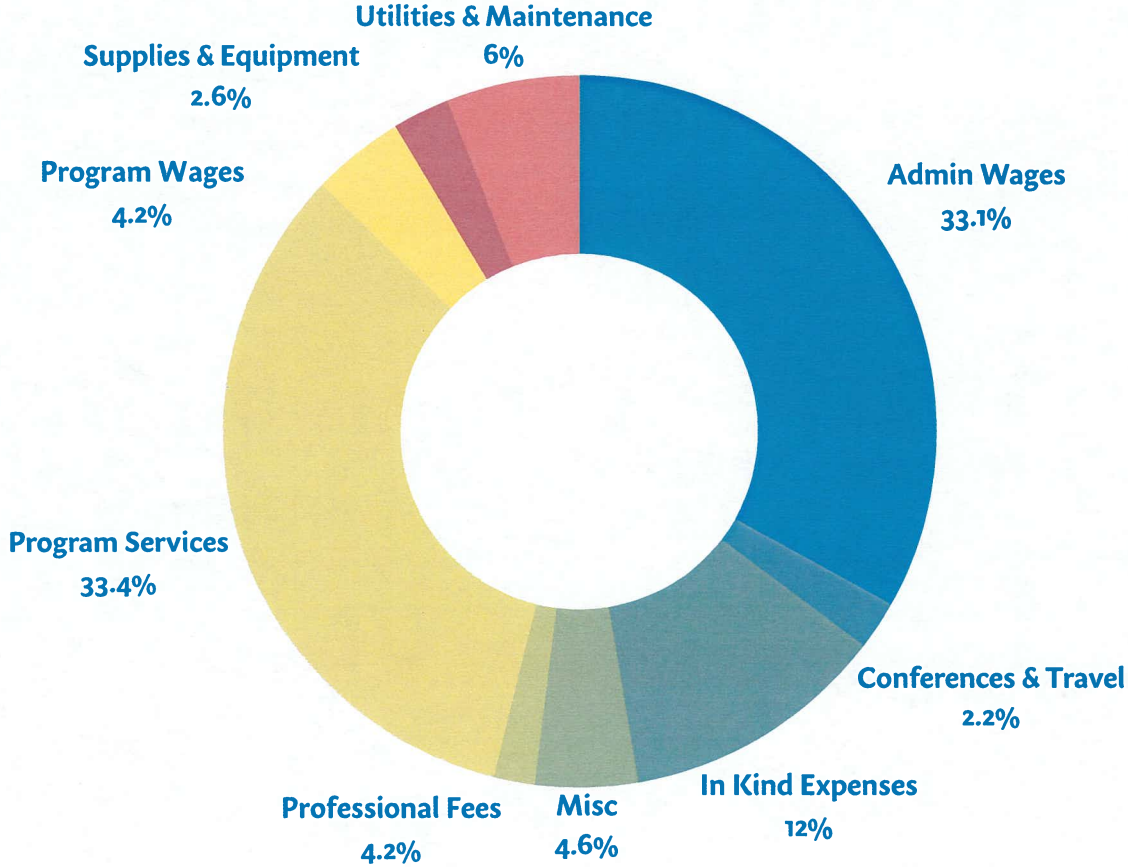


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# INCOME



# EXPENSES







# **Council of Community Services**

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**Thank you for your support  
over the last 55 years!**