



CITY OF GILLETTE

*Cutting edge service
powered by innovation
and excellence*

2011 Annual Report



www.gillettewy.gov

Mission Statement

Gillette City Government
is FINANCIALLY RESPONSIBLE,
provides QUALITY CUSTOMER-FRIENDLY SERVICE,
and has FIRST CLASS CITY INFRASTRUCTURE.

Core Values

Service with P.R.I.D.E.

Cutting Edge Service Powered by Innovation & Excellence

PRODUCTIVITY—Do it right, Do it efficiently

RESPONSIBILITY—Own it, Solve it—Together

INTEGRITY—Consistently do the right thing, for the right reason

DEDICATION—Supporting continuous improvement through
teamwork and equality

ENTHUSIASM—Enjoying your Job and Going the Extra Mile





A message from City Administrator, J. Carter Napier

I am excited to present the City of Gillette's first annual report. This past year has been an eventful and enlightening time, and I have truly enjoyed getting to know the community since arriving last April. My family and I are grateful to be here in Gillette. One of the first things I noticed when I began working as your City Administrator, is how well the Mayor and City Council partner with other government agencies, like the County, the School District, the State, and the Hospital to leverage community resources to make things happen. Your Mayor and City Council work very hard to make the best, most financially responsible decisions and that shows in the quality, low-cost services Gillette residents enjoy.

The City of Gillette's employees have also impressed me with their skill and progressive attitude. I share the employees' enthusiasm for the high degree of customer care delivered with each service the city provides. Gillette is known for its teamwork and can-do spirit, and as you read this annual report, I think you will discover the value the City of Gillette places on these core principles.

Yours in public service,

A handwritten signature in black ink, reading "J. Carter Napier". The signature is written in a cursive, flowing style.

Mayor & City Council

The governing body of the City of Gillette is comprised of a Mayor elected at-large and six Council Members who are elected from three wards (two from each ward). The Mayor and Council Members serve four-year terms.



Mayor Tom Murphy

Ward 1



Louise Carter-King



Kevin McGrath

Ward 2



Everett Boss



John Opseth

Ward 3



Robin Kuntz



Ted Jerred

The **City's** total cash & investment balance as of 12/31/11 was **\$87,851,265** with a total asset book value of **\$310,374,733**

Total vendor invoices processed—**20,750**

Total gross payroll—**\$23,971,700.35**

The City of Gillette enjoys good bond ratings:
(A2) Moody's
(A+) S&P's

In December 2011, the City Council adopted a new set of financial policies to set forth operating principles that minimize the cost of government and financial risk.

Fiscal Health and Economic Vitality

38 total active grants*:

ARRA grants—2

State grants—11

Federal grants—19

Local grants—6

*as of 12/31/11



PUBLIC SAFETY



In 2011, Gillette Police Officers responded to 34,738 calls for service

4th consecutive year with no murders

Criminal arrests of Adults up 20% (2,721)

Juveniles down 11% (606)

Reported rapes down 50% from 2007 (5 reported)

Increased traffic citations by 41% from 2010

Arrests for DUIs were down 3% from 2010*

11% reduction in the number of injury crashes per population

Arrests for controlled substances increased 67%*

Animal Control officers handled 2,344 animals

528 animals were adopted

*Proactive patrols as a function of a full staff for the first time in history.

Proactive patrols as a function of a full staff (first time in history) helped the PD with these narcotic seizures:

2,718 grams of Marijuana
(1% decrease from 2010)

61 grams of
Methamphetamine
(42% increase from 2010)

1.4 grams of Cocaine
(367% increase from 2010)

101 grams of Spice
(1,583% increase from
2010)



Active Utility Customer Counts

2009—14,856

2010—15,304 (3% increase)

2011—15,576 (1.7% increase)

Madison Project Update

Planning—95% Complete

Design—90% Complete

Construction—5% Complete or underway

Miles & Miles

In 2011, the Wastewater Division inspected 73,296 feet of sewer line

Water Division maintains 278 miles of water main

Electrical Services Division has 491 miles of electrical distribution lines and 38 miles of fiber

Electrical Power Purchased & Managed (in millions of dollars)

2009—\$15 Million

2010—\$17.8 Million

2011—\$16.4 Million

Civil Construction Projects

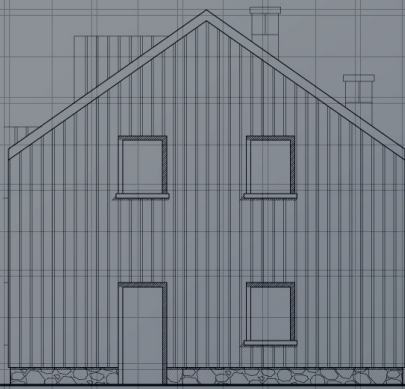
Managed (in millions of dollars)

2009—\$17.6 Million

2010—\$14.9 Million

2011—\$21.7 Million





ENGINEERING & DEVELOPMENT SERVICES

Code Compliance Division

Handled 581 cases of unlicensed or inoperable vehicles (516 in 2010)

Engineering Division

Managed 30 construction projects with a valuation of \$20.44 Million

Traffic Safety Division

Maintained 14 traffic signals and was responsible for 607,170 feet of lineal feet of pavement markings

Planning Division

Commercial Site Plans:

2008—34 plans submitted
2009—18 plans submitted
2010—14 plans submitted
2011—16 plans submitted

Final Plats submitted

2008—38 Plats
2009—24 Plats
2010—17 Plats



Interstate Industrial Park Drainage Project

Building Division

Issued 3204 total permits (1084 permits for structures and additions)
Commercial building valuation at \$23.9 Million (nearly half pre-recession levels)
Drastic increase in commercial alteration valuation (\$14,58 Million)

Public Works

In 2011, the Parks Division maintained:

740 Acres of parks
66 miles of pathway



Parks & Forestry

315 Trees removed
387 Trees planted
33 Trees transplanted

Solid Waste Division

Collected 12,459 tons of refuse in 2011
Collected 314 tons of blue bag recycling
Collected 440 tons of Yard Waste

FACT: After a 6% increase in Solid Waste customers from 2010 to 2011, the tonnage of trash dropped 6%.



Streets Division

Picked up 182.17 tons of junk or debris (Spring Cleanup)
Plowed 454 Miles of Priority 1 and 2 routes per storm
Mowed 615 acres of Right of Way

City Clerk Division
Received \$82.62 Million in revenue for 2011
Actively involved in the renewal of 40 new liquor licenses

Building Maintenance Division
Completed 441 work orders
92 hours per month on work orders (average)

Safety Division
Received the Governor's Safety Award for the second year in a row.
Only \$23,060 in preventable employee injury costs.
Preventable employee property damage costs were at \$150,336.

Geographic Information Systems (GIS)
188 gigabytes of imagery maintained
809,000 edits to mapping database

Recycling
Diverted 1,174 tons of trash with the
yard waste and recycling programs.
In 2010 that number was 882. Total
tons of trash collected was 12,177
tons (12,971 in 2010)

*The GIS Division has provided
946 hours of support to
outside agencies in 2011.*



ADMINISTRATIVE SERVICES



HUMAN RESOURCES

Facilitated 36 training sessions, training 822 employees

Received 1,002 employment applications.

Reviewed & Updated the City Employee Handbook

77% of City Employees participate in Wellness

Interviewed 328 applicants

Number of New Hires:

Regular—24 FTEs

Seasonal/Intern/COE—63



City employees are active in the community

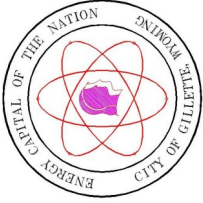
Employee Turnover

2008—16.4%

2009—6.01%

2010—13.15%

2011—8.4%



Joint Powers Board

- Fire Board
- CAM-PLEX

City Boards & Commissions

- Board of Adjustments
- Board of Examiners
- Planning Commission
- Mayor's Art Council
- Public Works & Utilities Advisory Board
- Personnel Review Board
- Investment Advisory Board
- Parks & Beautification

**Citizens of Gillette
Mayor & City Council**

Municipal Court

City Administration

- City Administrator's Office
- Community & Gov't Relations
- Communications/PIO

Gillette Public Access

