



2019 Annual Report



Annual Report

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Vision Statement for our Future

GILLETTE is a **GROWING CITY** with a **STRONG LOCAL ECONOMY**,
and serves as a **MAJOR REGIONAL CENTER**.

OUR GILLETTE COMMUNITY is **FRIENDLY FOR FAMILIES**, supports an
ACTIVE LIFESTYLE, and is **ATTRACTIVE AND AESTHETICALLY PLEASING**.

Our Mission

GILLETTE CITY GOVERNMENT is **FINANCIALLY RESPONSIBLE**, provides
QUALITY CUSTOMER-FRIENDLY SERVICES and has **FIRST CLASS CITY
INFRASTRUCTURE & FACILITIES**.

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 loyalty.

Enthusiasm

Enjoying your job and going the extra mile.



Mayor & City Council



Mayor Louise Carter-King began serving on the Gillette City Council in 1991, serving Ward 1 until 2004. She was elected councilwoman again in 2008 and served Ward 1 until she was sworn in as Mayor in January of 2015.

Mayor Carter-King has the distinction of being the first woman mayor of the City of Gillette. She is also the first 2nd Generation Mayor of Gillette. Her father, Herb Carter, served as Mayor from 1982-1990.



SHAWN NEARY
Ward 1



BILLY MONTGOMERY
Ward 2



SHAY LUNDVALL
Ward 3



BRUCE BROWN
Ward 1



TIM CARSRUD
Ward 2

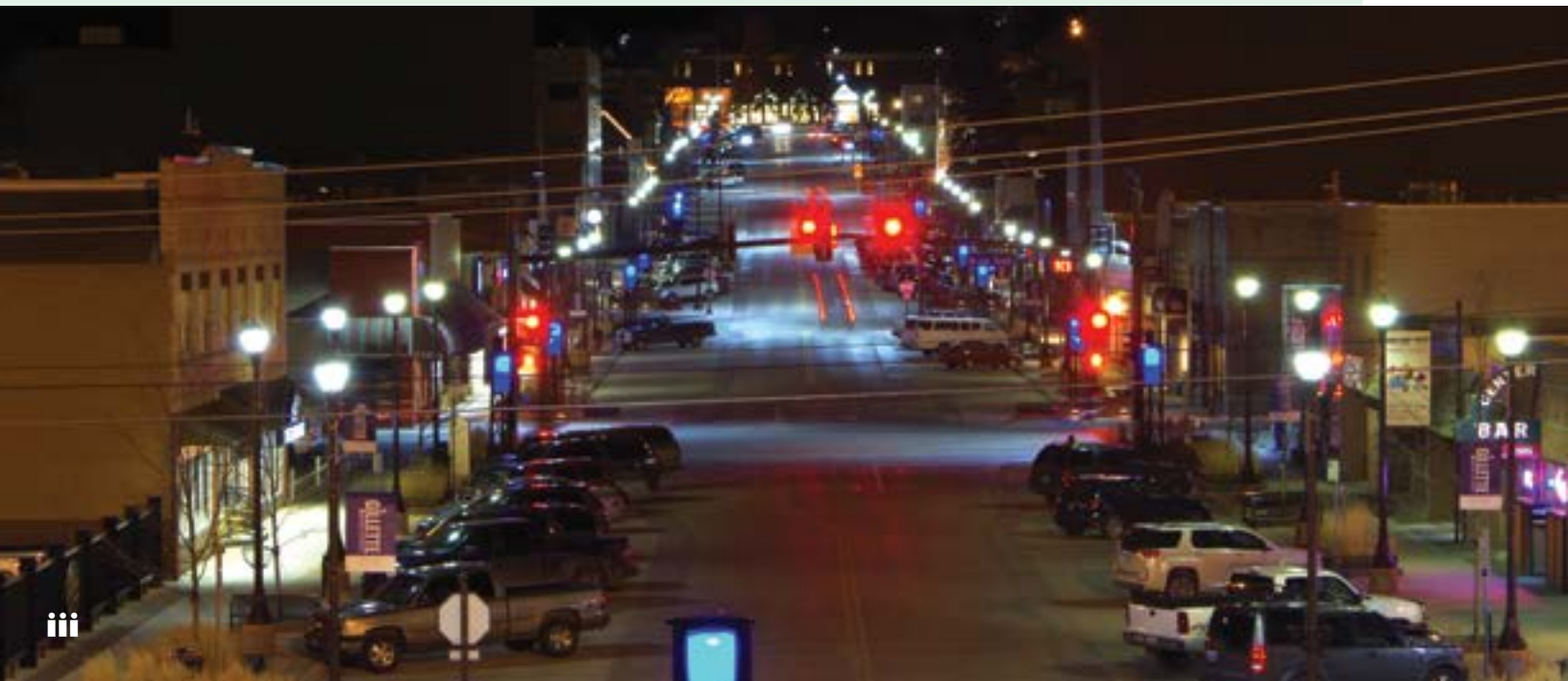


NATHAN MCLELLAND-
Ward 3

City of Gillette

2019 Goals

- Pursue opportunities and amenities that bring tourism, retail, and commercial development to Gillette.
- Improve our image and reputation by effectively marketing our community for new businesses, their employees, and families.
- Pursue opportunities for commerce, economic development and diversification of our local economy.



A Message from the City Administrator



It is my honor to present to you the City of Gillette Annual Report. 2019 was another year for cautious optimism for Gillette and Campbell County. Our region continued to see economic improvements. Sales tax revenues remained consistently above our projections and unemployment rates have been at historically low rates. The relative stability of our local economy and the nation's economy as a whole allowed us to move forward with some opportunities that have been on hold for a number of years.

Two internal projects that have been on hold have been the completion of the remodel of our City West facility and a much needed remodel of Animal Control. The City West remodel has been on hold since 2016. The second and final phase of the remodel will improve existing office spaces, as well as, common spaces such as the breakroom/large meeting room and other conference spaces. Animal Control has been in need of renovation for some time as well. Recent hail damage accelerated the need for improvements. We were fortunate to have a building nearby to occupy temporarily to keep our Shelter operations running without a hitch. We were able to improve our reception area and improve spaces for the pets that we take care of before returning them to their owners or finding suitable adoptive homes.

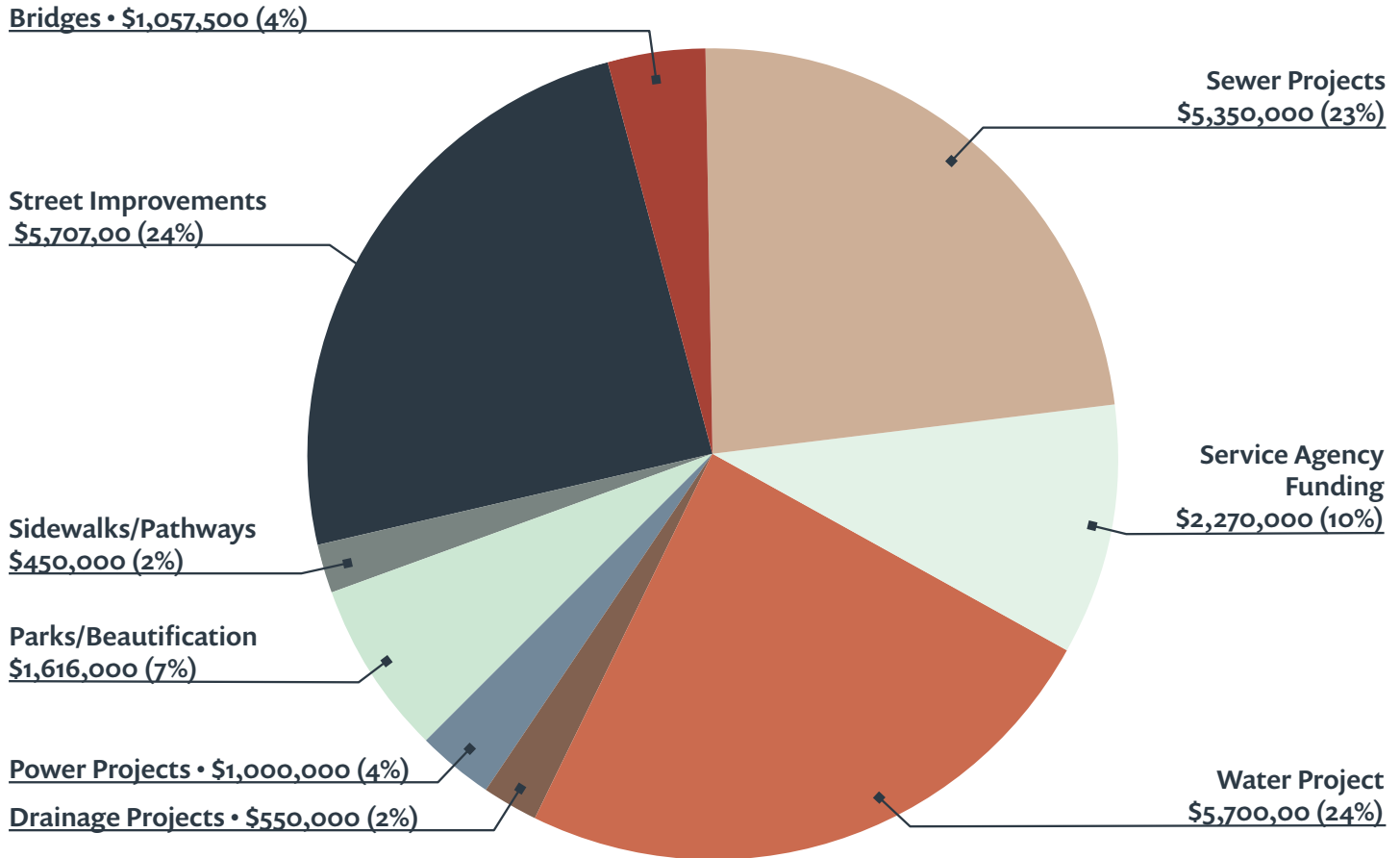
Another project that we have been able to advance is the Energy Capital Sports Complex. In 2019, it was decided to move forward with expansion of the Complex by adding soccer fields to the amenities available. This addition has allowed Gillette and Campbell County to secure the WHSAA High School State Soccer Tournament in 2022 and 2023. The delay in hosting State Soccer was a result of Gillette hosting the first State High School Softball Tournaments in 2021 and 2022.

We will also be adding an ADA-accessible, "universal" park in the same area of the Complex, as well as a splash pad for everyone to enjoy in the summer months. The park will include elements for those with a variety of physical and developmental disabilities. It will truly be a park for everyone. We are very excited to bring this much needed improvement to our community. Construction of these projects should begin in early 2020.

We have been able to move forward with these projects, while at the same time increasing our funding for social service agencies and continuing to maintain and improve our infrastructure. There will be challenges ahead in 2020. We will continue to monitor local, national, and global events as we move forward with our budget process. Regardless, we will continue to move forward and continue to provide first-class service to our residents and visitors.

90% of Penny Power Funds invested in infrastructure projects

PENNY POWER FUND - PROJECTS BY CATEGORY



Since **1976**, Campbell County voters have approved the Penny Power Tax, and over the past 44 years, “Penny Power” has funded road, water, sewer, drainage, parks, and other improvements.



These projects include

(but are not limited to)

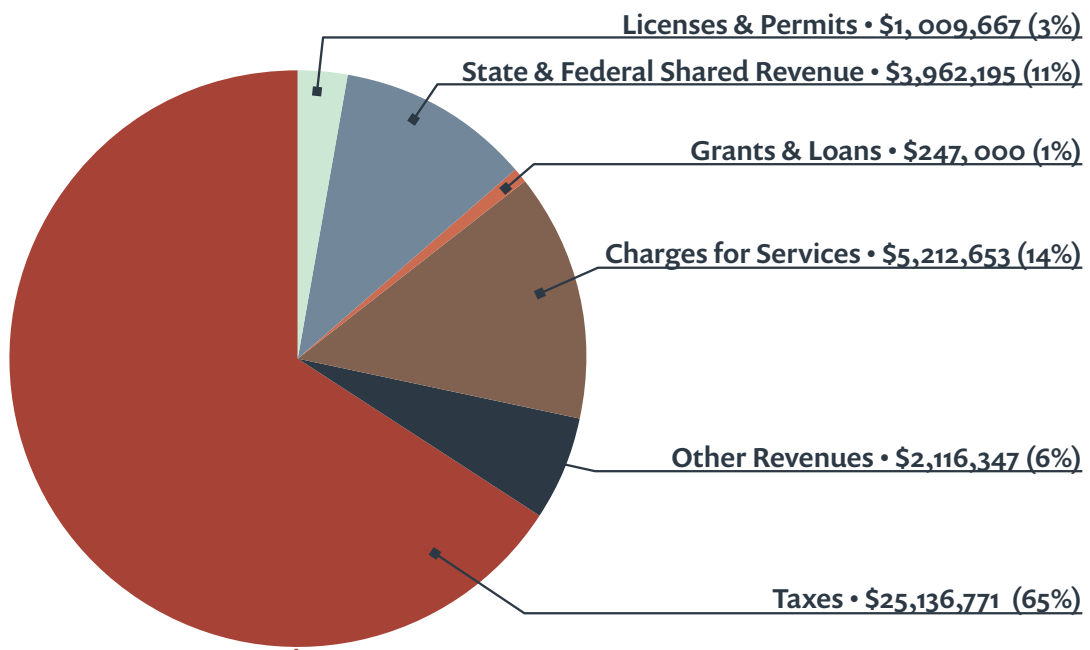


- Alley PMS 2019
- Animal Control Temporary Facility Project
- Asphalt Crack Sealing
- Boxelder-Garner Lake Traffic Signal
- City Hall HVAC Pad Repair
- City Pool Parking Lot Improvements
- City West Remodel
- Dalbey to Gillette College Pathway Ph. 1
- Donkey Creek Pump Station #1 VFD
- Foothills Blvd Curves & Drainage
- General Drainage Improvements
- Goldenrod Avenue Additional Repairs
- Large Asphalt Patch 2019
- Madison Pump Station Roof Replacement
- New Sidewalk
- Pedestrian Crossing Enhancements
- PMS 2019
- Prestige Park Project
- Roadway Beautification Project
- Sanitary Sewer Main Replacement
- School Zone Signal Timer Upgrade
- Sidewalk Repair 2019
- Stonegate Project
- Water Main Replacement 2019
- Water Tank Rehabilitation Z1-R2
- Water Tank Rehabilitation Z1-R3
- Western Drive Corridor
- Westover Park Detention Pond
- WWTF Pavement Replacement Project
- WYDOT 14/16 New Intersection Signal
- WYDOT Bridge Abutment Work
- WYDOT Highway 50 Construction Project
- WYDOT Highway N Garner Lake Rd

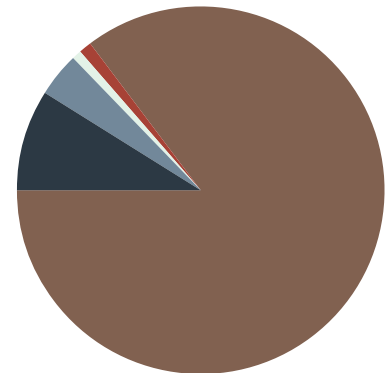
Comprehensive Annual Financial Report Award 2019



GENERAL FUND - WHERE THE MONEY COMES FROM...



Sales & Use	\$21,600,600	86%
Property	\$2,212,771	9%
Auto	\$930,000	3%
Motor Fuel	\$200,000	1%
Cigarette	\$194,000	1%



\$3,464,208
grant funds received

\$2,445,129
federal

16,316

vendor invoices processed

\$1,012,568
state

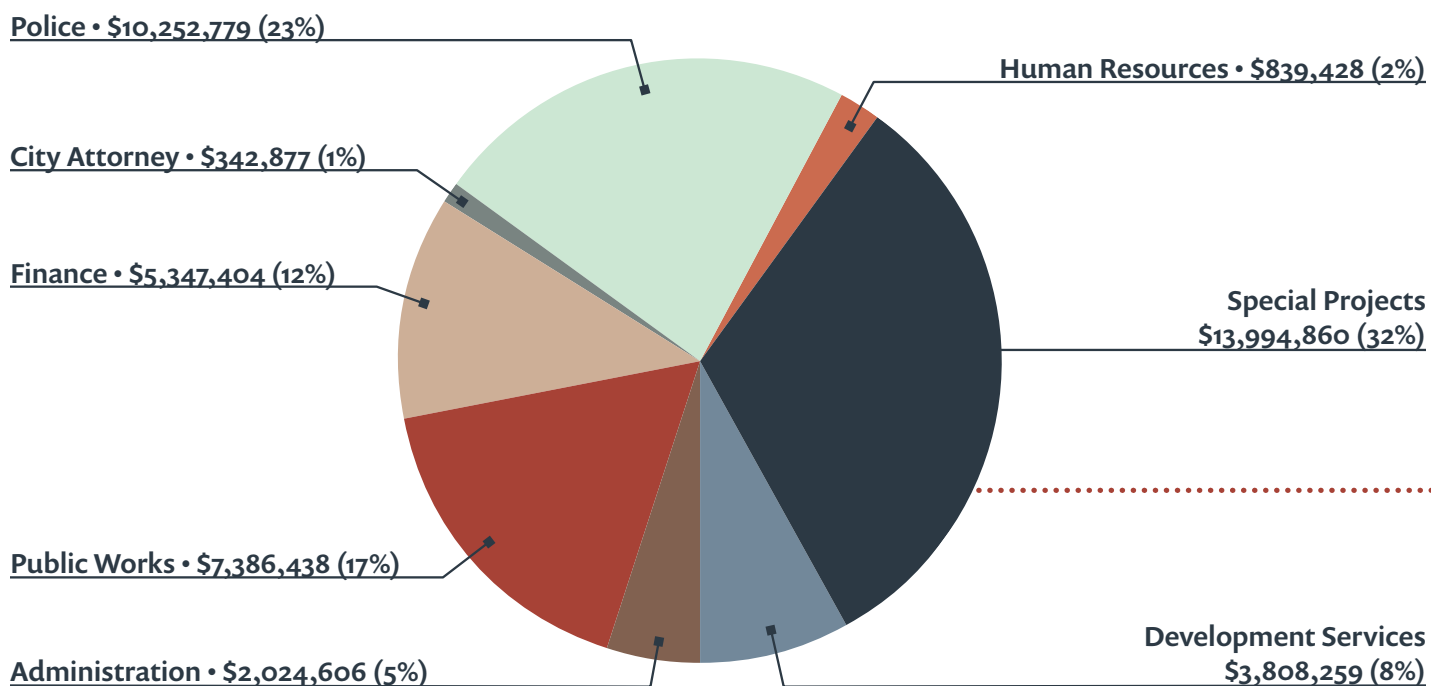
\$18,342,179
total gross payroll

\$6,511
local

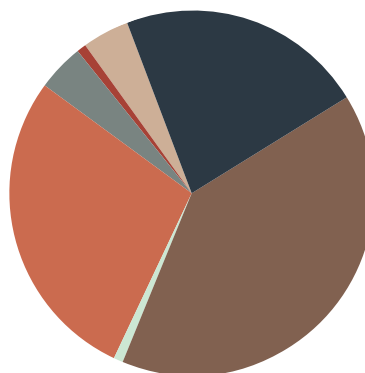
\$220,826,773
cash & investment balance

\$589,048,619
total asset book value

GENERAL FUND - WHERE THE MONEY GOES...



Cam-Plex	\$1,030,377	22%
Property Tax & Liability Insurance	\$208,797	4%
Misc. Capital	\$19,500	1%
Service Agencies	\$186,000	4%
College Dorm	\$1,355,464	28%
Fire Board	\$1,915,757	40%
Employee Programs	\$51,800	1%





Electrical Engineering is continuing to add secondary services to our engineering analysis software model. Having the secondary lines in the model will help Electrical Services in achieving our reliability numbers. In 2019, there were 3,134 services added to the model, bringing the total to 11,239.

ELECTRICAL Engineering	ELECTRICAL Services	SUPERVISORY CONTROL & Data Acquisition (SCADA)
<p>347,843 megawatts purchased</p>	<p>78.8% total percentage of street lights converted to LEDs</p>	<p>256 fiber optic systems maintained</p>
<p>2018: 346,445</p>	<p>2018: 67.8%</p>	<p>2018: 211</p>
<p>2017: 348,659</p>	<p>2017: 62.0%</p>	<p>2017: 174</p>
<p>2016: 349,180</p>	<p>2016: 57.5%</p>	<p>2016: 159</p>
<p>2015: 349,814</p>	<p>2015: 46.2%</p>	<p>2015: 138</p>





- Electrical Engineering and SCADA installed 27.0 miles of fiber optic raceway in 2019
- SCADA upgraded the controls of Pump Station 1.
- SCADA added monitoring and controls to 3 electrical substations

WASTEWATER

Treatment Facility

81,500
feet of sewerline
inspected

2018: 68,046

2017: 58,066

2016: 56,306

2015: 69,411

WATER

Division

375.8
miles of water main
maintained

2018: 372.6

2017: 357.5

2016: 357.0

2015: 342.0

UTILITIES

Administration

17,233
utility accounts
serviced

2018: 17,135

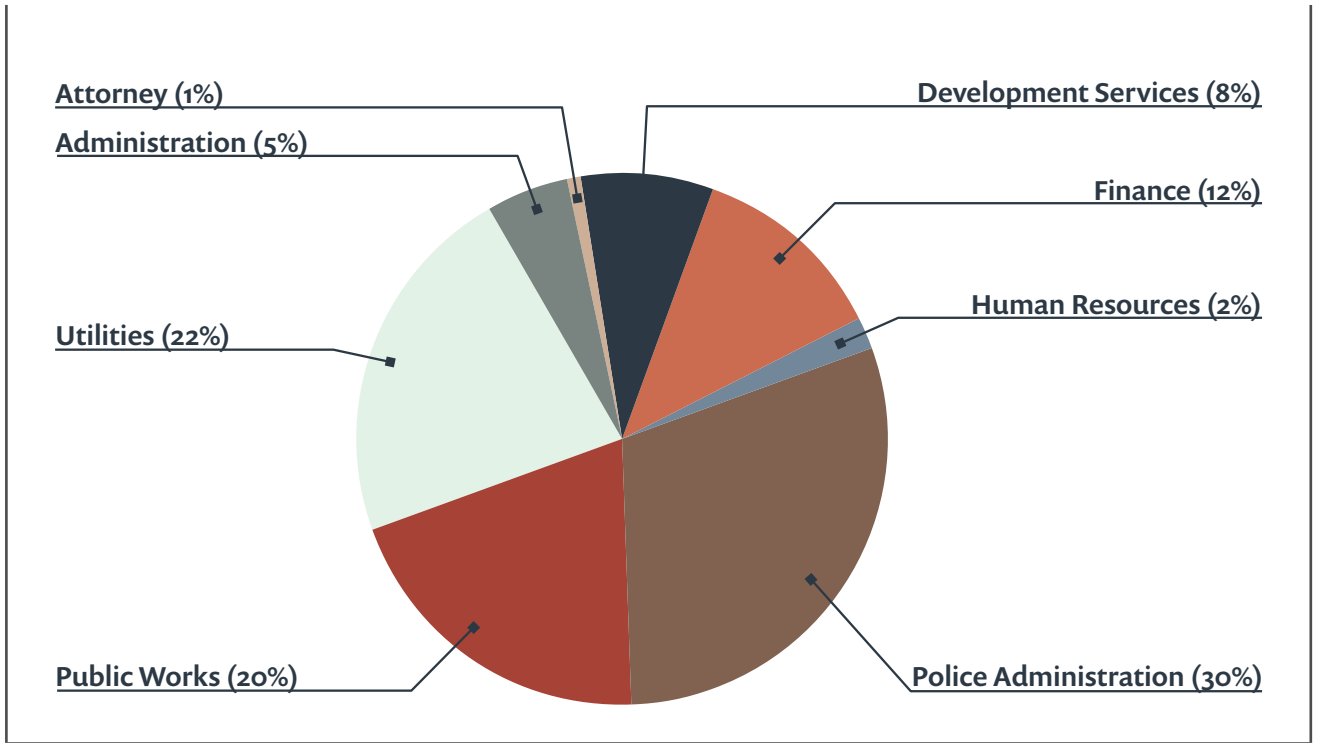
2017: 17,054

2016: 16,823

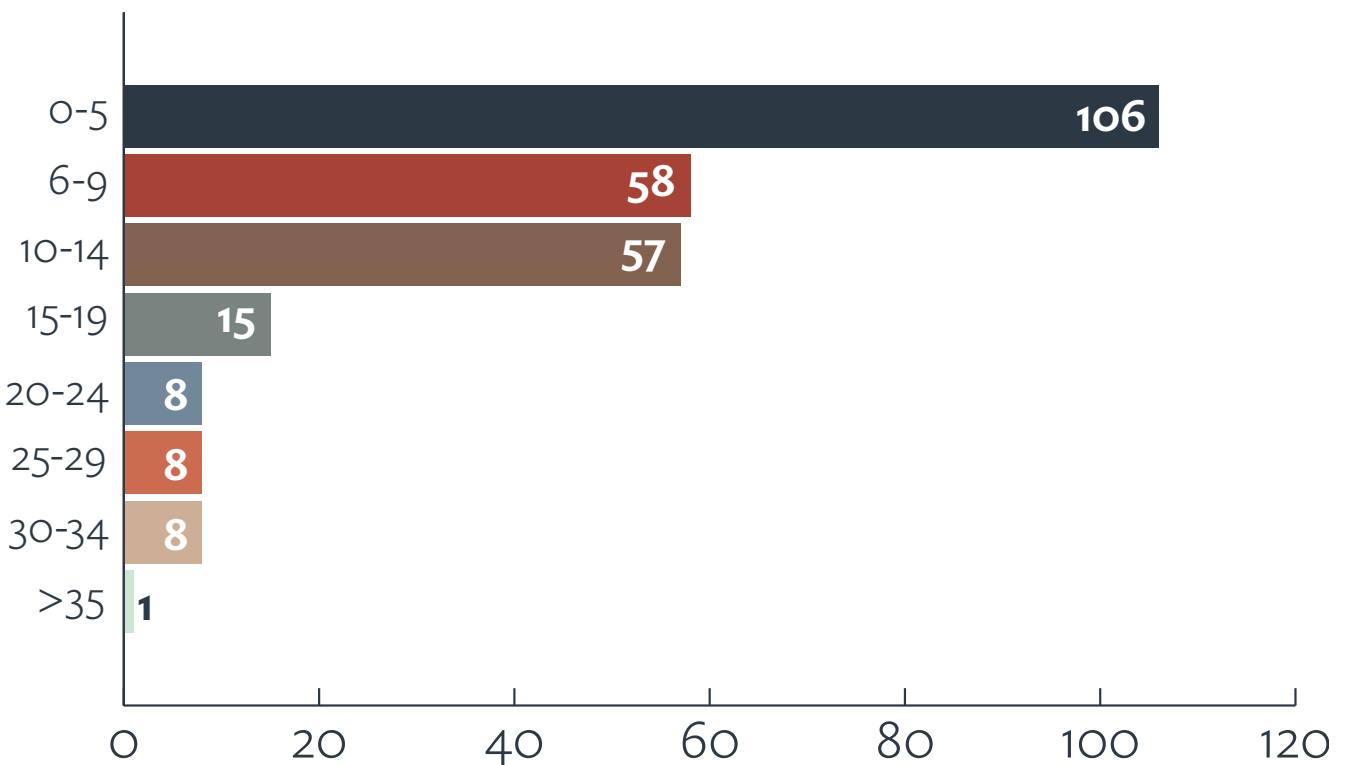
2015: 16,706

The Human Resources Department strives to provide consistent and collaborative services to the organization as well as to each employee by providing services to eight departments; within those eight departments are 35 divisions with approximately 264 employees.

WORKFORCE COMPOSITION BY DEPARTMENT



FULL-TIME EMPLOYEES BY YEARS OF SERVICE



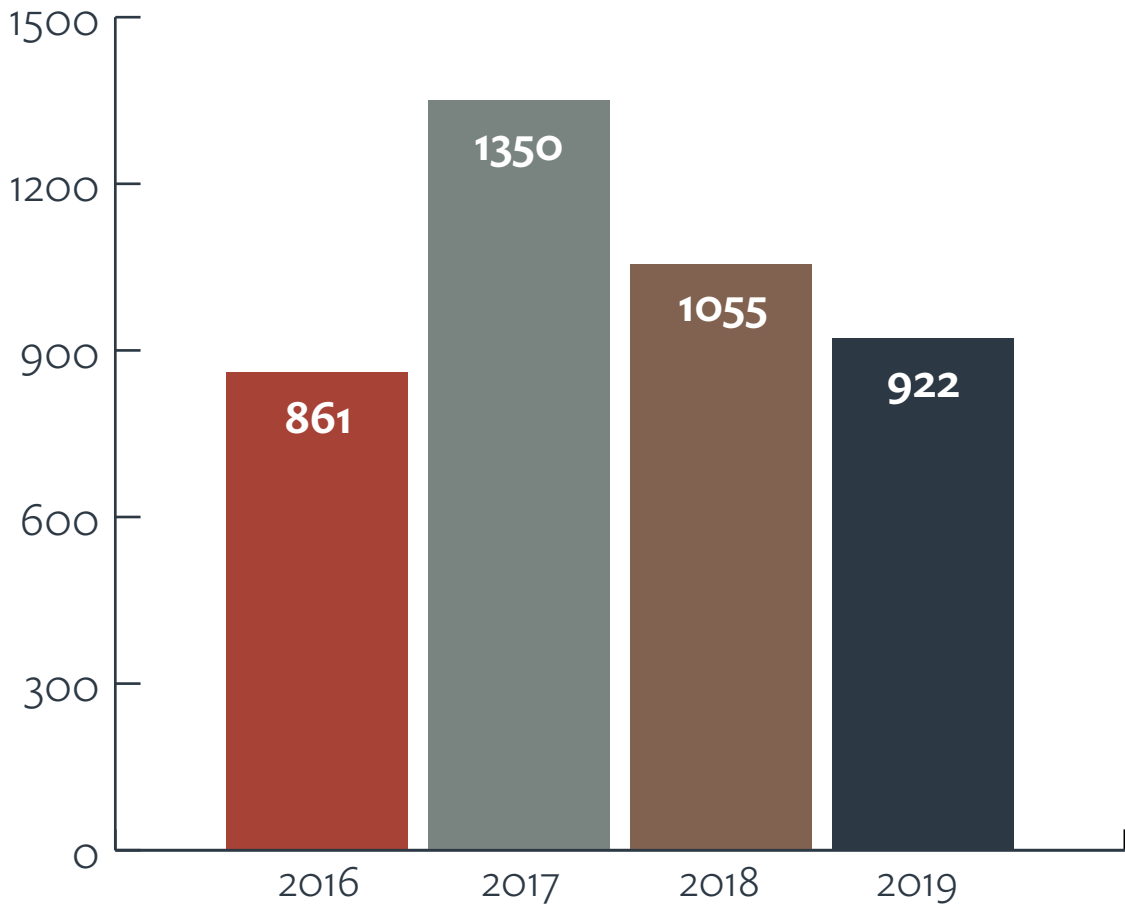
The turnover percentage for 2019 was 11.5%. This was a 2.5% decrease from the previous year. The average national turnover percentage in 2019 was 44.3%, according to the Bureau of Labor Statistics.

PREVIOUS YEARS	Full-Time Employees Average	Employees Hired	Total Terminations	Voluntary Terminations	Retirements	Involuntary Terminations	Annual Turnover Rate
2015	289	47	42	27	7	8	14.5%
2016	279	13	41	21	6	14	14.7%
2017	263	31	33	20	9	4	12.5%
2018	264	31.5	37	30	5	2	14.0%
2019	261	17	30	15	10	4	11.5%
AVERAGE	271	28	37	23	7	6	13.5%

2019 EMPLOYEE OF THE YEAR: LINDSEY LOCKEN



APPLICATIONS RECEIVED



Human Resources received and processed 922 applications, interviewed 222 applicants, and posted 52 job openings in 2019.

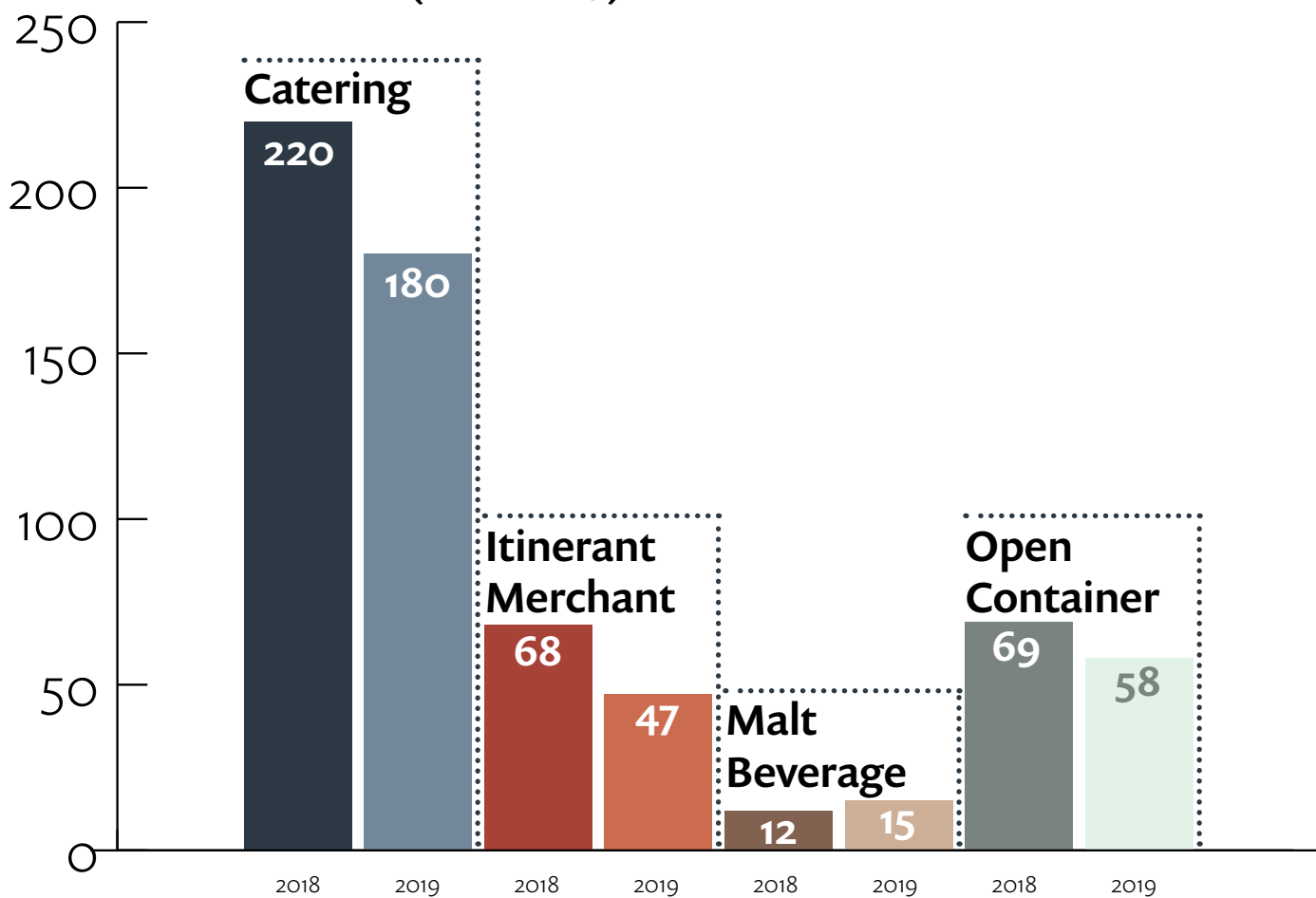
SAFETY INFORMATION

	2015	2016	2017	2018	2019	5-Yr. Average
Preventable Accidents	64	62	70	78	83	71.4
OSHA Recordables	17	12	8	9	8	10.8
Restricted-Duty Cases	8	3	2	8	4	5.0
Lost-Time Accidents	7	3	2	0	1	2.6
Workers' Comp. Costs	\$122,213	\$11,456	\$63,533	\$8,624	\$72,517	\$55,669



CITY CLERK

Permits Issued (2018-2019)





Law Enforcement Torch Run for Wyoming Special Olympics

Officers Ben Squires and Jamisen Norlander receive the Gillette Police Department's Life Saving Award from Police Chief Jim Hloucal.



TRAFFIC ENFORCEMENT

	2018	2019	% Change
Traffic Stops	7887	7833	-0.68%
Traffic Citations	3378	3398	0.59%

VEHICLE CRASHES

	2018	2019	% Change
Crashes	1153	1279	10.93%
Crashes per 1,000 Pop.	27.99	27.62	-1.32%

NARCOTICS STATISTICS

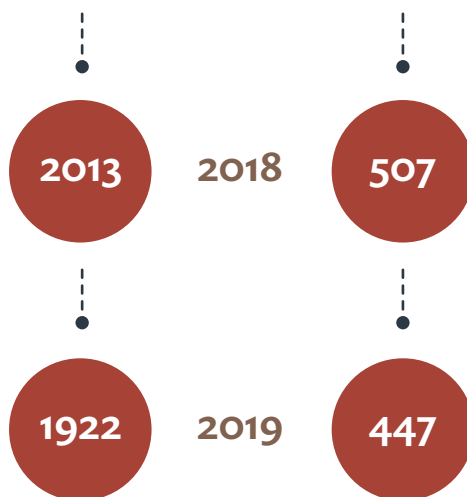
	2018	2019	% Change
Narcotics Related Cases	647	540	-16.54%
Marijuana Seized	7073.68	2800	-60.42%
Spice Seized	24.05	57.66	310.39%
Heroin Seized	1.1	9.16	732.73%

OFFENSES

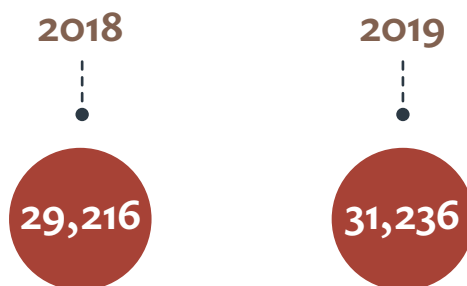
	2018	2019	% Change
Assault, Aggravated	41	32	-21.95%
Burglary	87	66	-24.14%
Motor Vehicle Theft	28	44	57.14%
Rape	18	11	-38.89%
Assault, Simple	323	317	-1.86%
Forgery & Counterfeiting	28	55	96.43%
Narcotics	471	401	-14.86%

CRIMINAL ARRESTS

Adults Juveniles

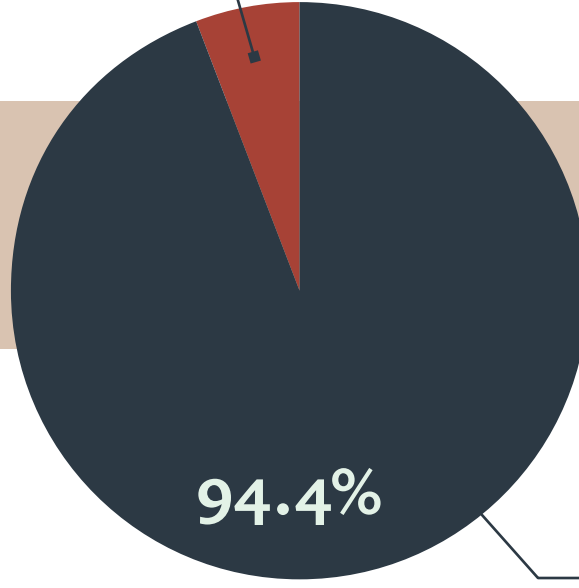


CALLS RESPONDED TO



CAPITAL PROJECTS

Other Funding (\$637,000)



1% Penny Power (\$10.72M)



Kliver Road



Large Patch Project (Force Road)

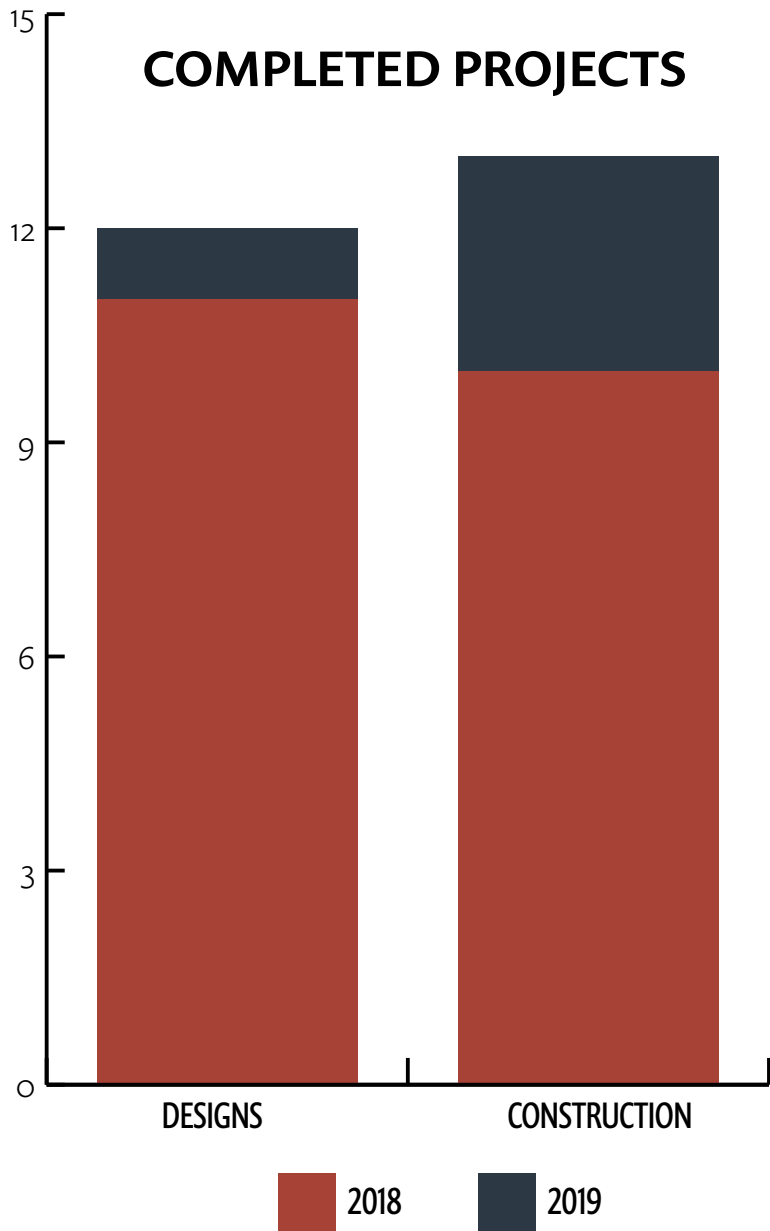


City Pool Parking Lot



Roadway Beautification (4-J & Westover Road)





2019 Alley Pavement Management

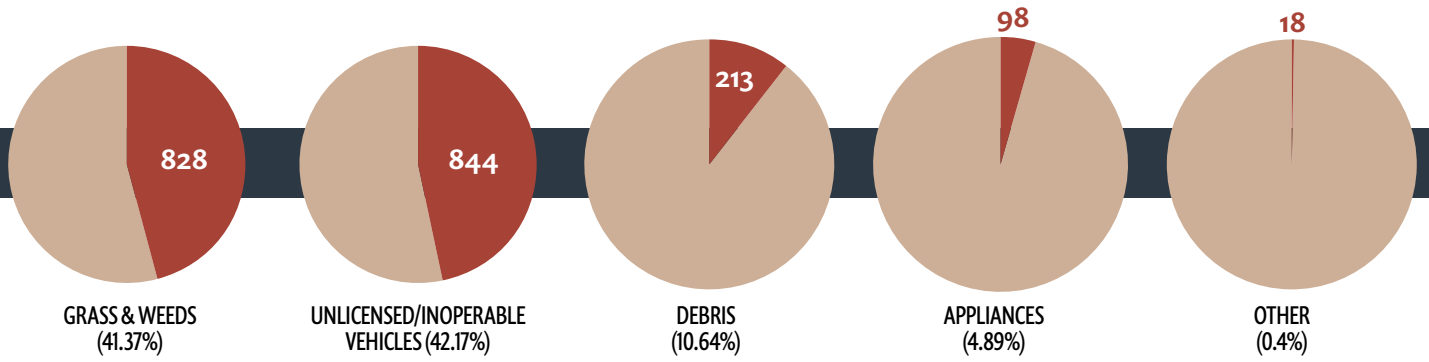


Dalbey - College Pathway Phase 1 (looking west)

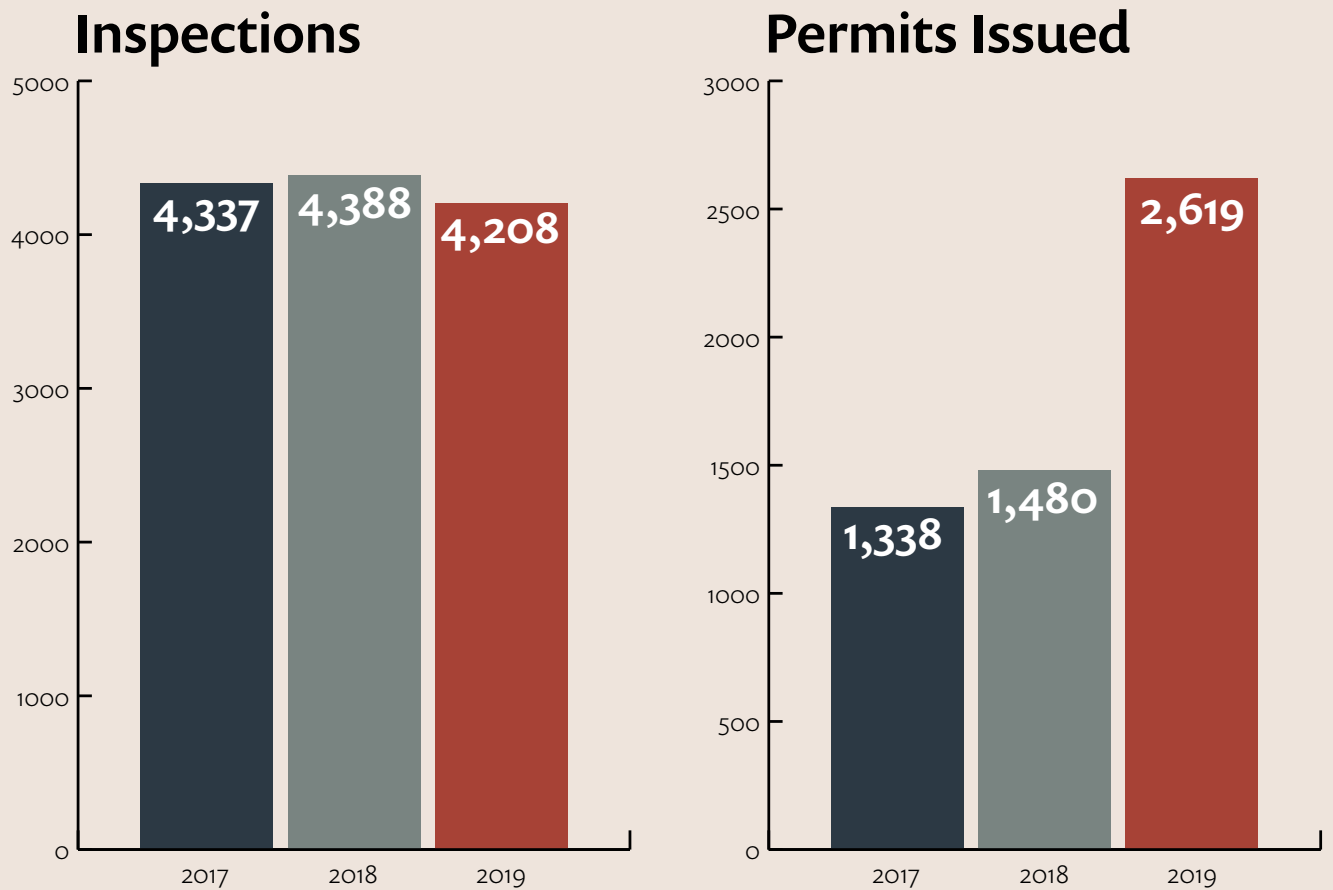


Dalbey - College Pathway Phase 1 (looking east)

2,001 TOTAL CODE COMPLIANCE CASES



BUILDING INSPECTION



There were 628 Contractors Licensed for 2019.

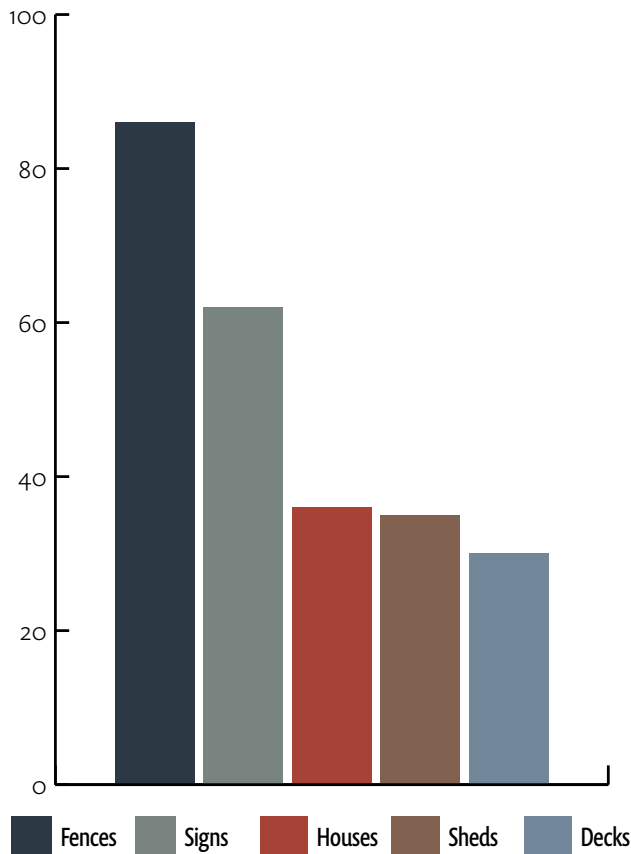


PLANNING DIVISION

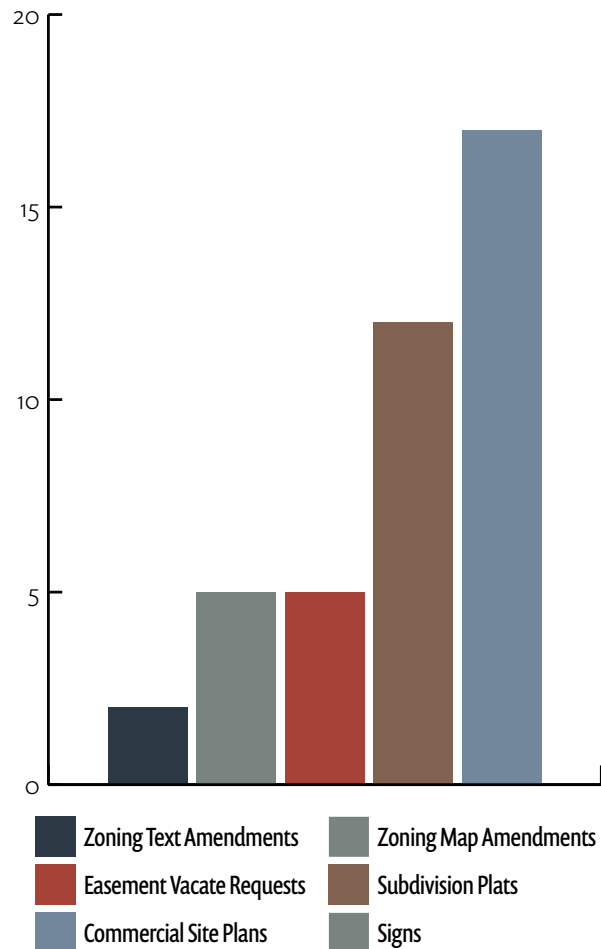
- The existing Zoning Ordinance was digitized and made available to the public ([Zoning Ordinance](#))
- Tri-Face Sign Zoning Ordinance approved by City Council
- Parking Facility Maintenance Zoning Ordinance (“Pothole Ordinance”) approved by City Council

There were a total of 324 permits issued.

Permits Issued



Case Information



GEOGRAPHIC INFORMATION SYSTEMS

There are about 91 active local and regional entities that use the City's GIS data and get yearly updates. The GIS Division maintains a gallery of interactive maps and apps, including maps of historic buildings, parks and pathways, as well as apps for near real-time data on street sweeping, snow removal, and road closures.



Street Sweeping Public



Official Zoning



Parks and Pathways



City of Gillette One Percent P...



Historic Buildings



Avenue of Arts



Snow Events



Road Closure



Construction Projects Public



Residential Trash Pick Up Days



School District Attendance Ar...



Discover Gillette

STREETS DIVISION



48,926 miles plowed

40,413 in 2018



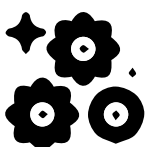
1,317 acres mowed

1,692 in 2018



12,144 miles swept

14,787 in 2018



64,509 linear feet of drainage cleaned

28,665 in 2018



261.85 drive and drop tons collected

228.9 in 2018

- Continued last year's new plowing and snow removal approach with a higher emphasis on working in subdivisions

TRAFFIC SAFETY

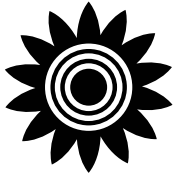
- Installed the new ADA Pedestrian Buttons at Warlow Drive and Gurley Avenue
- Installed 50 new signs and made over 600 signs
- Maintained 126 lane miles of the paint contract, not including stencil work



PARKS DIVISION



477 parks reservations



1,035 flats of Adopt-a-Planter flowers



5 Softball/Little League Tournaments

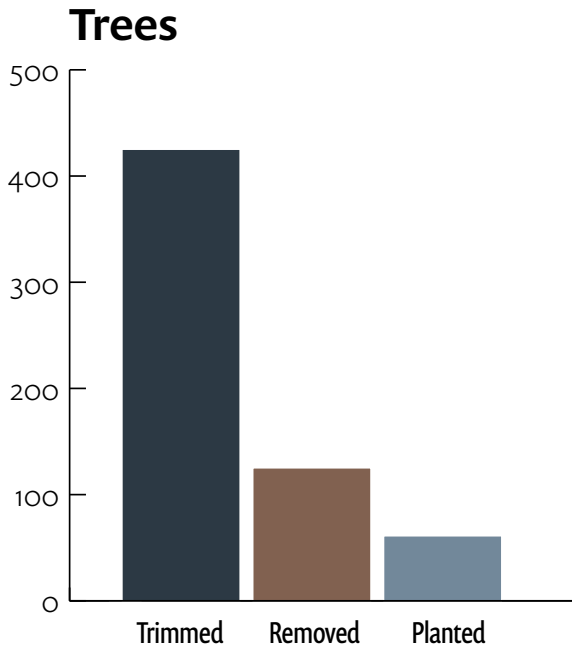


OTHER

- Parks began snow plowing in subdivisions and cul-de-sacs



FORESTRY DIVISION

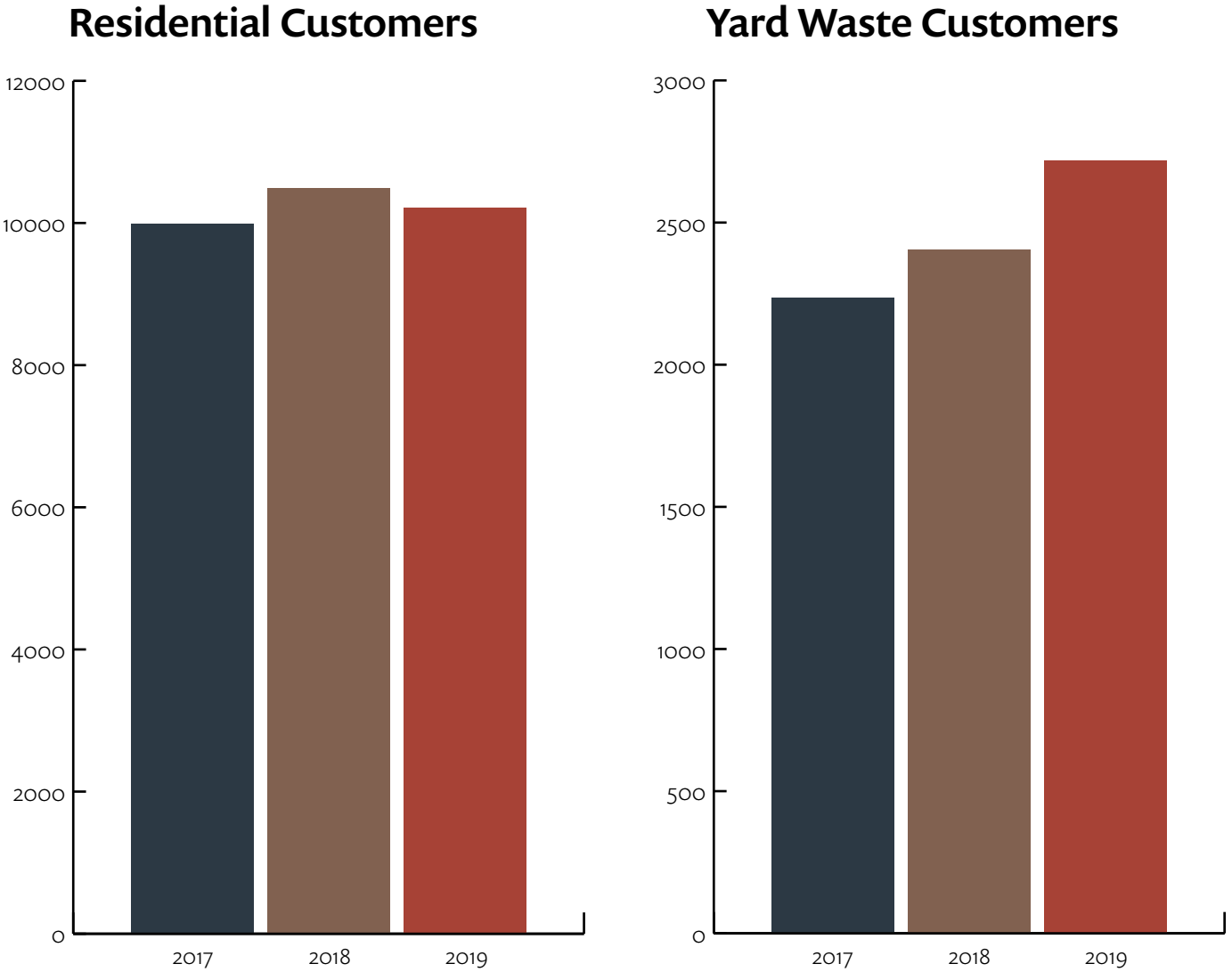


OTHER

- Obtained Tree City USA certification for the 28th year



SOLID WASTE DIVISION



**Residential Solid Waste Tons Dumped
800,565**

**Residential Yard Waste Tons Dumped
925.92**



FACILITIES MAINTENANCE

**Animal Control
Temporary Facility Remodel**

2,400
square feet remodeled

2 double-wide trailers relocated

**Animal Control
Main Facility Remodel**

7,200
square feet to remodel

relocate ACO animals and staff

Continue to upgrade LEDs in City Facilities

VEHICLE MAINTENANCE

\$95,000
online auction revenue
(returned to vehicle replacement fund)

210
fleet vehicles

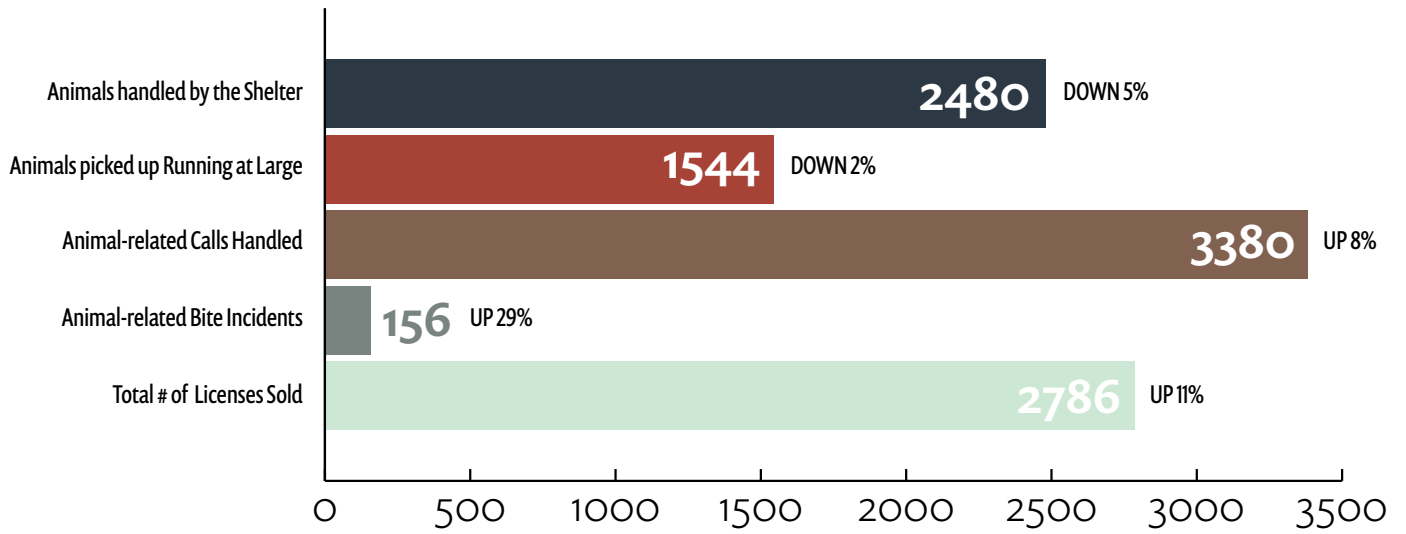
2405
work orders completed

450
pieces of equipment

1.84
average work orders completed
per mechanic per day

158
hail-damaged vehicles

CITY/COUNTY ANIMAL SHELTER



Remodel

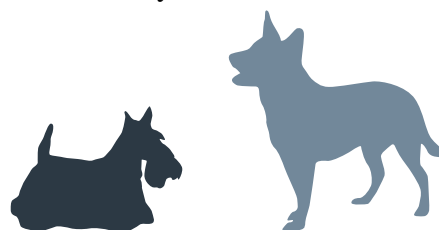


Whiskers, Wreaths and Wet Noses

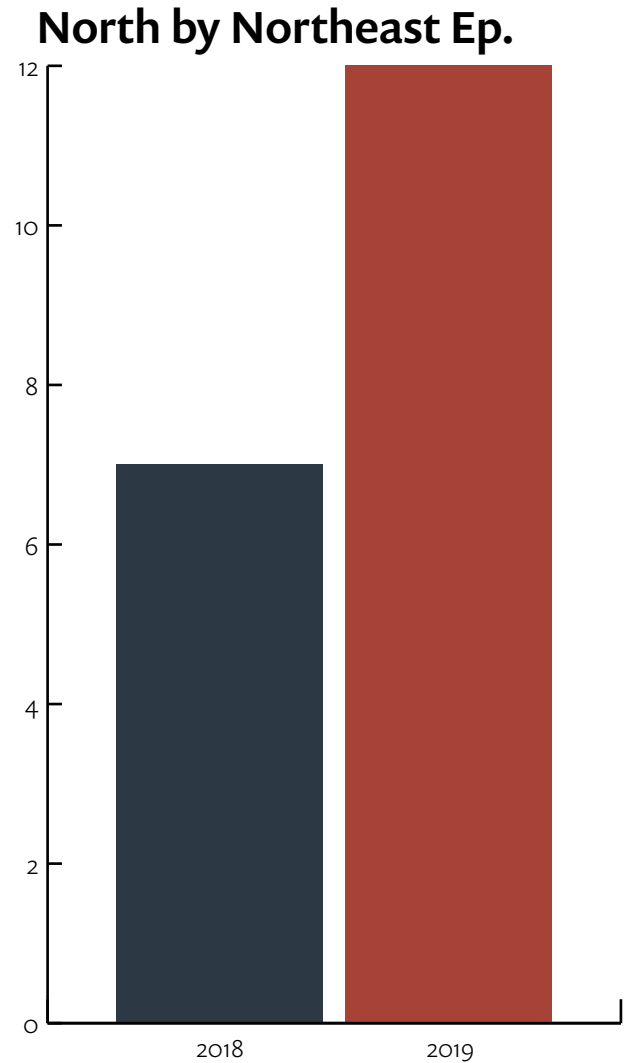
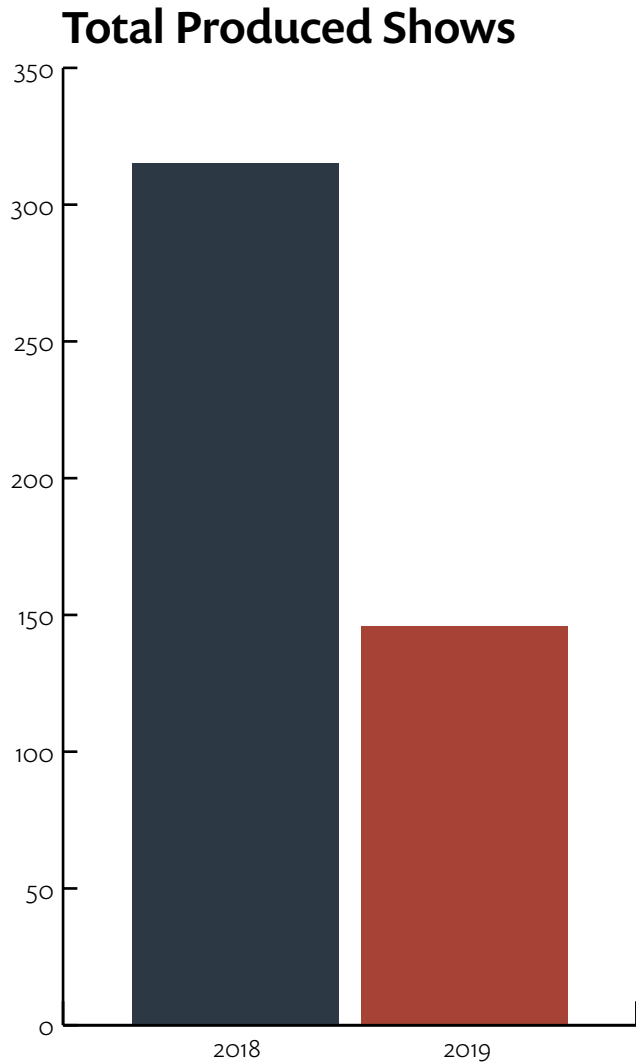


A REMINDER FROM ANIMAL CONTROL:

With the increase in animal bite incidents, Animal Control would like to remind all pet owners to keep their pets vaccinated, keep them contained and under control at all times, and never leave an animal unattended with a young child. Many of the bites seen by animal control involve a child being bitten by an animal living in the home. Always have adult supervision during animal and children interactions.



GILLETTE PUBLIC ACCESS - TELEVISION

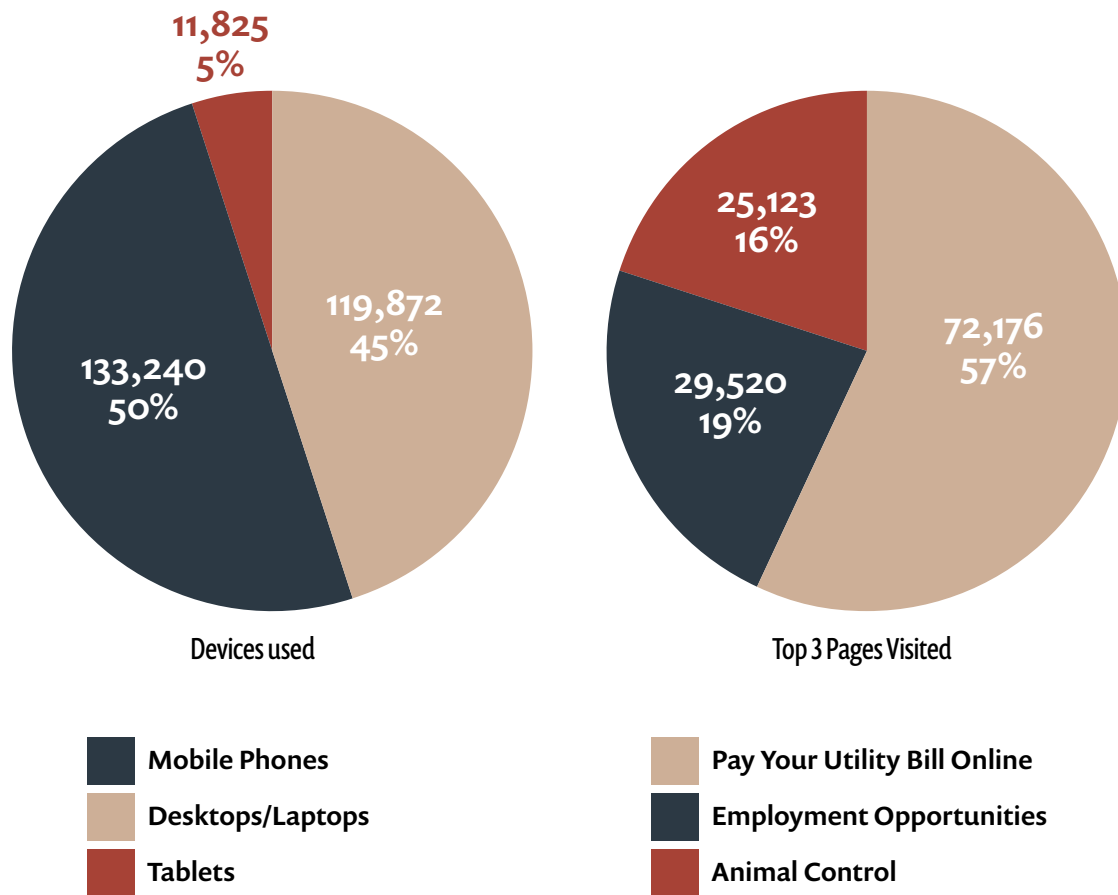


North by Northeast had 2,890 total online views. Total run time for GPA produced shows in 2019 was 148 hours.



INFORMATION TECHNOLOGY

Web Statistics (www.gillettewy.gov)



www.gillettewy.gov
welcomed 264,937 visitors in 2019

In 2019, I.T. completed 4,800 work orders.



