

## CITY COUNCIL AGENDA

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I. 7:00 PM **CALL TO ORDER: MARCH 15, 2016 COUNCIL**

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF AGENDA**

IV. **PROCLAMATIONS**

A. **DEVELOPMENTAL DISABILITIES AWARENESS MONTH PROCLAMATION**

Members of NOWCAP will join Mayor Rust and Council for the Developmental Disabilities Awareness Month Proclamation

Documents: [DEVELOPMENTAL DISABILITIES AWARENESS MONTH 2016.PDF](#)

V. **PRESENTATIONS**

A. **SWEETWATER COUNTY TRAVEL & TOURISM ANNUAL REPORT**

B. **ROCK SPRINGS SWEETWATER COUNTY AIRPORT UPDATE**

Documents: [AIRPORT UPDATE.PDF](#)

VI. **CITIZEN REQUESTS AND OTHER COMMUNICATIONS**

Now is the appropriate time for citizens in the audience to be recognized and to speak on items both on the agenda and of general concern for them as citizens of Green River. There will be a limit of three (3) minutes for each individual and five (5) minutes for a group spokesperson. No speaker shall speak more than twice on any issue.

VII. **BOARD AND COMMITTEE APPOINTMENTS**

A. **APPOINTMENT OF RUDY GUNTER TO THE GREEN RIVER ARTS COUNCIL**

The Green River Arts Council has recommended the reappointment of Rudy Gunter to the Green River Arts Council for an additional 2 year term.

**Suggested Motion:** I move to confirm the Mayor's appointment of Rudy Gunter to a 2 year term on the Green River Arts Council.

Documents: [RUDY GUNTER APP AND COUNCIL PAPERWORK.PDF](#)

## **B. APPOINTMENT OF JOE KILLPACK TO THE PLANNING AND ZONING COMMISSION**

Mayor Rust recommends the appointment of Joe Killpack to the Green River Planning and Zoning Commission for a term of three years, effective April 1, 2016 and concluding April 1, 2019.

**Suggested motion:** I move to confirm Mayor's appointment of Joe Killpack to a three year term on the Green River Planning and Zoning Commission beginning April 1, 2016 and terminating April 1, 2019.

Documents: [KILLPACK APPOINTMENT PLANNING AND ZONING.PDF](#)

## **VIII. PUBLIC HEARING**

### **A. WASTEWATER TREATMENT PLANT REPLACEMENT FACILITY PROJECT DESIGN - STATE REVOLVING FUND LOAN APPLICATION**

The City recently applied for a \$1.2 million State Revolving Fund (SRF) Loan to develop the Design for a Wastewater Treatment Plant Replacement Facility. The SRF Loan application requires that a Public Meeting must be held where the preliminary plan and schedule for the project are presented. The estimates costs of the improvements will also be discussed.

Documents: [PUBLIC HEARING.PDF](#)

## **IX. RESOLUTIONS**

### **A. CONSIDERATION TO APPROVE A RESOLUTION ACCEPTING THE FINAL PLAT OF WAPITI RIDGE ESTATES, ACCEPT THE SUBDIVISION IMPROVEMENT GUARANTEE, AND TO EXECUTE A SUBDIVISION IMPROVEMENT AGREEMENT**

A Resolution to approve the Final Plat of Wapiti Ridge Estates, a Re-Subdivision of Lot 1 of the AC Addition, a three lot residential subdivision located along Hitching Post Drive. The Resolution also accepts a subdivision improvement guarantee in the amount of \$16,922.92 and authorizes the Mayor to execute a Subdivision Improvement Agreement between the City of Green River and Triple A&W, LLC.

**Suggested Motion:** I move to approve the resolution to accept the Final Plat of Wapiti Ridge Estates, accept a subdivision improvement guarantee in the amount of \$16,922.92 and authorize the Mayor to execute a Subdivision Improvement Agreement between the City of Green River and Triple A&W, LLC.

Documents: [WAPITI RIDGE ESTATES AGENDA PACKET.PDF](#)

**B. CONSIDERATION OF A RESOLUTION TO INCREASE THE COMMUNITY DEVELOPMENT'S BUILDING INSPECTOR'S PROFESSIONAL SERVICES BUDGET**

The Community Development Department budgets \$5,000 each year into the Non-Residential Plan Review Program to pay for the City's contracted commercial plan reviewer (Sunrise Engineering) to perform the required plan reviews of new commercial construction. This cost is fully recovered by the submittal of the Plan Review Fee by the building permit applicant. However, the fee that is received by the applicant goes directly into the City's general revenue fund and is not returned into the Community Development Department's budget.

This year has seen an increase in commercial construction, and therefore, more plan reviews than anticipated. Invoices due to the City's commercial plan reviewer are expected to exceed the budgeted amount once all outstanding invoices have been paid. In addition, the department is anticipating at least one more commercial plan review prior to the end of the current fiscal year.

The Community Development Department/Building Division is requesting to increase the expenditure budget authority in the Non-Residential Plan Review Program (10.100.420.BDNRES) in the amount of \$4,000 for additional and anticipated commercial plan review costs.

**Suggested Motion:** I move to approve the Resolution to increase the General Fund for the Community Development Building Division, in the amount of \$4,000.

Documents: [RESOLUTION - BUILDING INSPECTOR.PDF](#)

**C. CONSIDERATION TO APPROVE A RESOLUTION TO MOVE FUNDS FROM THE POLICE DEPARTMENT RESTRICTED DRUG SEIZURE FUND TO THE GENERAL FUND IN THE PATROL DIVISION**

With the GRPD's drug K-9, Melanie, being re-assigned to a different officer, the detection team needs to attend some training to become certified together. The cost of this training is \$5,660 through the company that the GRPD uses for drug dog certification. The proposed request is to move the money from the restricted drug seizure account to a general spending account in the Patrol Division to pay for this training.

**Suggested Motion:** I move to approve a Resolution to modify the General Fund for the Police Department's Patrol Division, in the amount of \$5,660.

Documents: [RESOLUTION - PD.PDF](#)

**D. CONSIDERATION OF A RESOLUTION FOR THE 2016 SOUTHSIDE WATER SYSTEMS IMPROVEMENT PROJECT PHASE III**

The bids for the proposed water system work were more than what was

requested last year. \$32,000 is requested to be authorized from the Water Fund for project construction and related testing.

**Suggested Motion:** I move to approve a resolution to increase the Capital Projects Fund for the 2016 Southside Water System Improvements Project Phase III, in the amount of \$32,000.

Documents: [RESOLUTION - SOUTHSIDE WATER SYSTEM IMPROVEMENT PHASE III.PDF](#)

**E. CONSIDERATION OF A RESOLUTION AUTHORIZING THE SUBMISSION OF AN LOAN APPLICATION FOR THE WASTEWATER TREATMENT PLANT REPLACEMENT FACILITY DESIGN**

The City recently applied for a \$1.2 million State Revolving Fund (SRF) Loan to develop the design for the Wastewater Treatment Plant Replacement Facility. The SRF Loan application requires that a public meeting must be held where the preliminary plan and schedule for the project are presented. The estimated costs of the improvements will also be discussed.

**Suggested Motion:** I move to approve a resolution authorizing the submission of a loan application to the Wyoming State Revolving Fund Program for a \$1.2 million loan for the design phase of the Wastewater Treatment Plant Replacement Facility Project, and authorize the Mayor to sign pertinent loan documents.

Documents: [WWTP LOAN APPLICATION RESOLUTION.PDF](#)

**X. COUNCIL ACTION ITEMS**

**A. CONSIDERATION TO SUBMIT A 2016 ADVERTISING & MARKETING GRANT APPLICATION TO THE SWEETWATER JOINT TRAVEL & TOURISM BOARD FOR ART ON THE GREEN**

The Green River Arts Council's mission is to promote public art and creativity. The 2015 Art on the Green event brought in artists and spectators from all over the region including Wyoming, Colorado, Arizona, and Utah. Spectator numbers reached great heights with over 5,000 attendees. This popular event promotes our county as a whole and shows off the diversified talents and interests of the people of Green River.

Advertising is essential to the success of Art on the Green. Advertising must be done in creative and far reaching ways to bring competitors into town for participation in the 24-hours live sculpting and painting competition and to ensure that art buyers take advantage of the artwork silent auction.

**Suggested Motion:** I move to approve the submission of a 2016 Advertising & Marketing Grant to the Sweetwater Travel & Tourism Board for Art on the Green, in the amount of \$6,000.

Documents: [2016 ART ON THE GREEN TT GRANT.PDF](#)

**B. CONSIDERATION TO APPLY FOR AND ACCEPT REC MIL FUNDS FROM SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD**

To apply for and accept Rec Mil Funds for a 4th session of swim lessons and transportation for the Summer Day Camp.

**Suggested Motion:** I move to approve the Parks & Recreation Department to apply for and accept Rec Mil Funds, in the amount of \$14,769.44, from Sweetwater County School District #2, for a fourth session of summer swim lessons in 2016 and the transportation expenses for the 2016 Summer Day Camp Program.

Documents: [COUNCIL0315.16.PDF](#)

**C. CONSIDERATION TO AUTHORIZE THE GREEN RIVER URA/MAIN STREET AGENCY TO APPLY FOR A TECHNICAL ASSISTANCE GRANT FROM WYOMING MAIN STREET FOR STAFF/BOARD MEMBER TRAINING**

Consideration to authorize the Green River URA/Main Street agency to submit an application for a Technical Assistance Grant from Wyoming Main Street for required training in the amount of \$3,500.00.

**Suggested Motion:** I move to Authorize the Green River URA/Main Street Agency to apply for Wyoming Main Street Technical Assistance Grant for FYE 2017, in the amount of \$3,500, to be utilized for staff/board member training, and for the Mayor to sign the contract awarding the monies upon receipt.

Documents: [TECHNICAL ASSISTANCE GRANT APP - STAFF BOARD MEMBER TRAINING.PDF](#)

**D. CONSIDERATION OF A BID AWARD FOR THE 2016 SOUTHSIDE WATER IMPROVEMENT PROJECT PHASE III**

The Bid Opening for the 2016 SIP Southside Water Improvement Project Phase III was held on March 3, 2016, resulting in three Bids: Jackman Construction, Inc., Lewis and Lewis, Inc., and Whitaker Construction Co. The lowest bid submitted was from Jackman Construction, and had a cashier's check in lieu of a bid bond. Wyoming Statute 15-1-113 states that bids greater than \$150,000 require a bid bond, invalidating their bid. We are selecting the next lowest bidder, Lewis and Lewis, Inc. in the amount of \$346,544.96.

The project consists of spot improvements to the City's Water and Sewer infrastructure within the footprint of the WYDOT Green River Streets Urban Systems Project to be constructed during the spring and summer of 2016. Sanitary sewer collection system work will include the repair of several isolated low spots and/or offset joints in East Teton Boulevard. Water distribution system work will include the replacement of approximately 250 LF of 12" and 16" water main in the intersection of Upland Way and Hitching Post Drive. Water distribution system work

will also include the replacement of approximately 70 curb stops on East and West Teton and several fire hydrants. The Contractor will coordinate the timing of this work with the WYDOT contractor. The Base Bid amount is higher than the current Engineer's Estimate of \$325,000, there is a Resolution to add \$32,000 from the Water Fund to the HPSIMP Project.

**Suggested Motion:** I move to award the 2016 SIP Southside Water Improvement Project Phase III to Lewis and Lewis, Inc., in the amount of \$346,544.96, and authorize the Mayor to sign the Agreement.

Documents: [BID AWARD - SOUTHSIDE PHASE III.PDF](#)

#### **E. CONSIDERATION TO AWARD TASK ORDER #7 TO INBERG-MILLER ENGINEERS FOR MATERIALS TESTING SERVICES**

On February 3, 2015, Council approved a Master Service Agreement with Inberg-Miller Engineers to provide Geotechnical Engineering and Materials Testing Services for City projects on an On-Call basis. The Engineering Division has negotiated Task Order 7 (\$9,800.00) for materials testing services related to the 2016 Southside Water System Improvement Project Phase III.

**Suggested Motion:** I move to award Task Order 7 to Inberg-Miller Engineers for construction materials testing services for the 2016 Southside Water System Improvement Project Phase III, in the amount of \$9,800, and authorize the Mayor to sign the Task Order.

Documents: [TASK ORDER 7.PDF](#)

#### **F. CONSIDERATION OF AMENDMENT #6 TO THE LANDFILL ENGINEERING SERVICES AGREEMENT**

The City entered into a Landfill Engineering Services Agreement with Inberg-Miller Engineers (IME) in 2009. Since that time, IME has provided landfill groundwater monitoring and closure permitting assistance to the City. The current Amendments #6 would extend the term of IME services to the City related to landfill groundwater monitoring and landfill closure design in compliance with the City's Cease and Transfer Grant and Loan parameter.

**Suggested Motion:** I move to approve Amendment #6 to the Landfill Engineering Service Contract, with Inberg-Miller Engineers, in the amount of \$114,100, and authorize the Mayor to sign the amendment.

Documents: [LANDFILL AMENDMENT 6.PDF](#)

### **XI. CONSENT AGENDA**

#### **A. APPROVAL OF THE AGREEMENT WITH HILL'S PET NUTRITION**

Authorize the renewal of the agreement with Hill's Pet Nutrition Incorporated, for purchasing and delivery of animal food to the Green River Animal Control Shelter, at a reduced cost.

**Suggested Motion:** I authorize the Mayor to sign the a three year

agreement with Hill's Pet Nutrition Incorporated for the purchasing and delivery of animal food to the Green River Animal Control Shelter, at a reduced cost of \$.35 per pound.

Documents: [HILLS AGREEMENT.PDF](#)

**B. APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF GREEN RIVER AND JIM DEAN**

To enter into a Memorandum of Understanding between the City of Green River and Jim Dean, dba Pineda's Kenpo-Karate, for the purpose of the City of Green River Parks & Recreation Department's co-sponsorship of the 2016 Western Wyoming Karate Tournament.

**Suggested Motion:** I move to enter into a MOU between The City of Green River and Jim Dean for the Parks & Recreation Department to co-sponsor the 2016 Western Wyoming Karate Tournament.

Documents: [COUNCIL.JDEAN.MOU.0315.16.PDF](#)

**C. APPROVAL OF MINUTES FOR:**

**C.i. March 1, 2016 Council**

Documents: [MARCH 1, 2016 COUNCIL SIGNATURES.PDF](#)

**D. APPROVAL OF PAYMENT OF BILLS:**

**D.i. Prepaid - \$183,034.21**

Documents: [3-15-16 PREPAID INVOICES.PDF](#)

**D.ii. Outstanding Invoices - \$438,570.55**

Documents: [3-15-16 OUTSTANDING INVOICES.PDF](#)

**D.iii. Payroll Expenditures - \$290,277.28**

Documents: [3-15-16 PAYROLL AUTHORIZATION.PDF](#)

**D.iv. Preauthorization Payments - \$1,065,000.00**

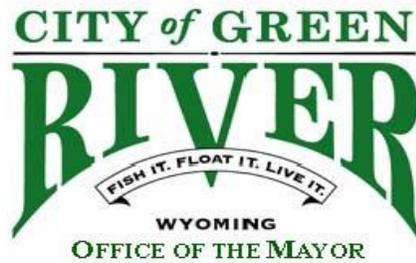
Documents: [3-15-16 PREAUTHORIZATION.PDF](#)

**XII. CITY ADMINISTRATOR'S REPORT**

**XIII. CITY ATTORNEY'S REPORT**

**XIV. MAYOR AND COUNCIL REPORTS**

**XV. ADJOURNMENT**



## Developmental Disabilities Awareness Month Proclamation

**WHEREAS**, in 1987 President Ronald Reagan declared March to be Developmental Disabilities Awareness Month; and

**WHEREAS**, individuals with developmental disabilities, their families, friends, neighbors and co-workers encourage everyone to focus on the abilities of all people; and

**WHEREAS**, the most effective way to increase this awareness is through everyone's active participation in community activities and the openness to learn and acknowledge each individual's contribution; and

**WHEREAS**, opportunities for citizens with developmental disabilities to function as independently and productively as possible must be fostered in our community; and

**WHEREAS**, we encourage all citizens to support opportunities for individuals with developmental disabilities in our community that include full access to education, housing, employment, and recreational activities:

**NOW, THEREFORE, BE IT RESOLVED** that I, Mayor Pete Rust, do hereby jointly proclaim **MARCH 2016**

### DEVELOPMENTAL DISABILITIES AWARENESS MONTH

and to ask the residents of and Green River "*Look Beyond*" and recognize that our communities are stronger when everyone participates. Take time to get to know someone with a disability. *Look beyond* the disability and see what he or she has to offer.

IN WITNESS WHEREOF I have hereunto set my hand this 15<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
MAYOR, PETE RUST



## ROCK SPRINGS – SWEETWATER COUNTY AIRPORT

### SkyWest Airlines FY17 Minimum Revenue Guarantee Update

**Total Minimum Revenue Guarantee: \$1,916,735**

<u>WYDOT</u>	<u>Sweetwater County</u>	<u>City of Rock Springs</u>	<u>City of Green River</u>
\$1,322,546.90	\$267,384.48	\$196,081.95	\$130,721.31

**Total Payments to Date (Through 12/31/2015): \$319,773.22**

<u>WYDOT</u>	<u>Sweetwater County</u>	<u>City of Rock Springs</u>	<u>City of Green River</u>
\$220,643.52	\$44,608.36	\$32,712.80	\$21,808.53

**16.7% of MRG Paid through 50% of the Year**

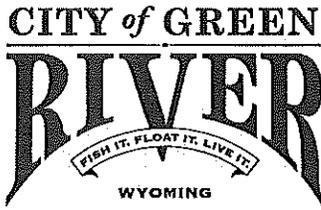
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#### Reasons for Success:

- Reliable Air Service (98.1% Completion)
- Low Fuel Price
- Marketing
  - New Website
  - Social Media
  - Print Media
  - Radio
  - Web Advertising
  - Word of Mouth
- Due to lower fuel prices, higher disposable income
- Rightsizing capacity (16.7% Reduction in Available Seats has only resulted in a 12.5% Reduction in Enplanements)

#### Where do we go from here?

- January – March are the slowest travel months nationally.
  - This was accounted for in the MRG Forecast; however, actual January passenger numbers fell short of forecast.
  - 3<sup>rd</sup> Quarter MRG Savings will not be as great
  - Pushing for 4<sup>th</sup> Quarter Rebound
- Continue to enhance Marketing by maximizing our WYDOT Marketing Grant that pays for 50% of marketing expenses.



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 2, 2016	Department: Legislative
Meeting Date: March 15, 2016	Department Head: Mayor Rust
	Presenter: Mayor Rust

**Subject:**

*Appointment of Rudy Gunter to the Green River Arts Council*

**Background/Alternatives:**

*The Green River Arts Council has recommended the reappointment of Rudy Gunter to the Green River Arts Council for a 2 year term.*

**Attachments:**

*Volunteer Applications*

**Fiscal Impact:**

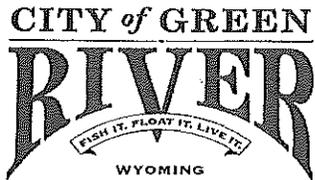
*None*

**Staff Impact:**

*None*

**Legal Review:**

*None*



BOARDS – COMMISSIONS – COMMITTEES  
VOLUNTEER APPLICATION

YOUR CONTACT INFORMATION

NAME Rudy J. Gunter  
MAILING ADDRESS 105 KEITH DR.  
STREET ADDRESS " " "  
CITY & ZIP CODE GREEN RIVER WY. 82935  
PHONE(S) 307-871-9391 307-875-3369  
E-MAIL ADDRESS \_\_\_\_\_

AVAILABILITY

Indicate your availability for volunteer service

- Weekday mornings       Weekend mornings
- Weekday afternoons       Weekend afternoons
- Weekday evenings       Weekend evenings

AREAS OF INTERESTS

- BOARD OF ADJUSTMENT
- BUILDING CODE BOARD OF APPEALS
- COMMUNITIES PROTECTING THE GREEN RIVER
- GOLDEN GENERATION ADVISORY BOARD
- GREEN RIVER ARTS COUNCIL
- GREEN RIVER MAIN STREET
- HISTORIC PRESERVATION COMMISSION
- JOINT POWERS TELECOMMUNICATIONS BOARD
- JOINT POWERS TRAVEL AND TOURISM BOARD
- JOINT POWERS WATER BOARD
- PARKS AND RECREATION ADVISORY BOARD
- PLANNING AND ZONING COMMISSION
- SWEETWATER COUNTY BOARD OF HEALTH
- TREE ADVISORY BOARD
- URBAN RENEWAL AUTHORITY
- UTILITY BILLING REVIEW COMMITTEE

SPECIAL SKILLS OR QUALIFICATIONS

Summarize the special skills and qualifications you have acquired from employment, previous volunteer work, and other activities including hobbies or sports. Optional: attach letter and résumé.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE Rudy J. Gunter

DATE 2/8/2016  
(Applications held for 6 months)

For Office Use Only  
Appointment Date \_\_\_\_\_  
Board \_\_\_\_\_



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 7, 2016	Department: Legislative
Meeting Date: March 15, 2016	Department Head: Mayor Rust
	Presenter: Mayor Rust

**Subject:**

*New Planning and Zoning Commission Appointment*

**Background/Alternatives:**

*Mayor Rust recommends the appointment of Joe Killpack to the Green River Planning and Zoning Commission for a term of three years, effective April 1, 2016 and concluding April 1, 2019.*

**Attachments:**

*Joe Killpack's volunteer form and résumé.*

**Fiscal Impact:**

*None*

**Staff Impact:**

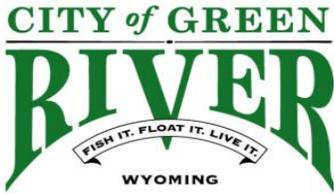
*None*

**Legal Review:**

*None*

**Suggested Motion:**

I MOVE to confirm Mayor Rust's appointment of Joe Killpack to a three year term on the Green River Planning and Zoning Commission beginning April 1, 2016 and terminating April 1, 2019.



# BOARDS – COMMISSIONS - COMMITTEES VOLUNTEER APPLICATION

## YOUR CONTACT INFORMATION

NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY & ZIP CODE \_\_\_\_\_

PHONE(S) \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

## AREAS OF INTERESTS

- |  |  |
|--|--|
| <input type="checkbox"/> BUILDING CODE BOARD OF APPEALS        | <input type="checkbox"/> PARKS AND RECREATION ADVISORY BOARD |
| <input type="checkbox"/> COMBINED COMMUNICATIONS JOINT POWERS  | <input type="checkbox"/> PERSONNEL BOARD                     |
| <input type="checkbox"/> GREEN RIVER AIRPORT TASK FORCE        | <input type="checkbox"/> PLANNING AND ZONING COMMISSION      |
| <input type="checkbox"/> GREEN RIVER ARTS COUNCIL              | <input type="checkbox"/> SWEETWATER COUNTY BOARD OF HEALTH   |
| <input type="checkbox"/> GR HISTORIC PRESERVATION COMMISSION   | <input type="checkbox"/> TRAFFIC COMMITTEE                   |
| <input type="checkbox"/> JOINT POWERS TELECOMMUNICATIONS BOARD | <input type="checkbox"/> TREE BOARD                          |
| <input type="checkbox"/> JOINT TRAVEL AND TOURISM BOARD        | <input type="checkbox"/> URA-MAIN STREET BOARD               |
| <input type="checkbox"/> JOINT POWERS WATER BOARD              | <input type="checkbox"/> UTILITY BILLING REVIEW COMMITTEE    |
| <input type="checkbox"/> OTHER _____                           |  |

## SPECIAL SKILLS OR QUALIFICATIONS

Summarize the special skills and qualifications you have acquired from employment, previous volunteer work, and other activities including hobbies or sports. Optional: attach résumé.

SIGNATURE  \_\_\_\_\_

DATE \_\_\_\_\_ (Applications held 6 months)

For Office Use Only

Appointment Date \_\_\_\_\_

Board \_\_\_\_\_

# JOSEPH F. KILLPACK

2030 Nevada • Green River, Wyoming 82935 • (307)875-4494  
joe@newpeakcc.com

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## OBJECTIVE

Seeking a position to serve on the City of Green River Planning and Zoning Committee

## PROFESSIONAL EXPERIENCE

**Owner/Sr. Project Manager/Sales Manager/Estimator**, New Peak Construction Company, Laramie, Wyoming, 2015-present

Manage books, and manage multiple projects from \$300,000.00 to over \$1,000,000.00 in commercial and residential markets. I manage the Sales Department where we work directly with brokerages, negotiate deals, networking events, open houses, and estimate the costs of the homes.

**Regional Account Manager** , Icon Health and Fitness, Logan, Utah  
2013-2015

Managed accounts totally over \$40,000,000.00 across the Mid-West to the East Coast. Presented and sold company products, maintained current customer relationships, prepared action plans to identify targets, identified sales prospects, prepared presentations and sales contracts, provided excellent customer service, communicated new services and products to existing customers, coordinated with sales and operations team, and implemented sales activities.

Established sales objectives by creating a sales business plan for customers in support of corporate objectives. Achieved revenue and profitability goals. Ensured sales strategies and plans that were continuously aligned with the strategic goals of the company.

Maintained sales volume, product mix, and selling price by keeping current with supply and demand, changing trends, economic indicators, and competitors. Projected and forecasted sales by customer by product mix to maintain net margin goals.

Assisted in the development of the annual business plan, specifically advising on: realistic forecasts for each product and warehouse (based on historical data, market trends, competitive activity, promotional strategy and sales effort). Evaluated market trends and gathered competitive information.

Created, executed, and managed an advertising budget for each customer. Developed promotional programs to increase sales and revenue. Planned and coordinated sales activities for assigned projects. Maintained clear and completed sales reports for management review.

Motivated, coordinated, and worked with outside sales representatives.

**Owner/Project Manager/Sales Manager/Estimator, Green Homes and Construction, Laramie, Wyoming, 2007-present**

Managed books, managed projects from \$100.00 to over \$1,000,000.00 in commercial and residential markets, managed employees, managed subcontractors, and estimated jobs. Sold services directly to customers and large-scale general contractors. Reported daily activities to partner.

**Administrative Assistant-Sales. Icon Health and Fitness, Logan, Utah 2003-2004**

Received phone calls from customers and business inquiring about product information. Sold and placed orders for equipment.

**Zone Leader, The Church Of Jesus Christ of Latter-Day Saints, Tijuana, Mexico 2004-2006**

Worked with the president of the mission to determine trends, set goals, evaluate districts, and implement solutions to problems. Worked directly with individuals seeking information about Church, reported weekly and monthly to the assistants to the president, and learned to speak Spanish fluently.

**General Laborer, King Construction, Green River, Wyoming 2002-2003**

Acquired skills and knowledge of carpentry work while constructing an eight-plex movie theater.

**EDUCATION**

**BACHELOR OF BUSINESS ADMINISTRATION,**

University of Wyoming, Laramie, Wyoming, December 2012

**MINOR, INTERNATIONAL BUSINESS**

University of Wyoming, Laramie, Wyoming, December 2012

# JOSEPH F. KILLPACK

2030 Nevada • Green River, Wyoming 82935 • (307)399-1462

joe@greenhomesandconstruction.com

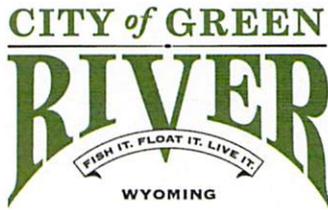
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## RELEVANT COURSEWORK

- ❖ Managerial and Basic Accounting
- ❖ International Marketing
- ❖ Financial Management
- ❖ Marketing Management
- ❖ Sales and Marketing
- ❖ Micro and Macro Economics

## HONORS AND ACTIVITIES

**Member**, University of Wyoming Football 2006-2009  
**10K Entrepreneur Winner**, University of Wyoming 2008  
**Church Mission**, 2004-2006  
**Football Scholarship**, Utah State University Football 2003  
**Letter Winner**, Utah State University Football 2003  
**Eagle Scout**, 2003  
**All-State Honors**, Football, Track, and Basketball 2000-2003  
**Super 25 Football Honors**, 2003



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 7, 2016	Department: Public Works
Meeting Date: March 15, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

**Subject:**

*Public Hearing the for City of Green River Wastewater Treatment Plant Replacement Facility Design – SRF Loan Application.*

**Background/Alternatives:**

*The City recently applied for a \$1.2 Million State Revolving Fund (SRF) Loan to develop the Design for a Wastewater Treatment Plant Replacement Facility. The SRF Loan application requires that a Public Meeting must be held where the preliminary plan and schedule for the project are presented. The estimated costs of the improvements will also be discussed.*

**Attachments:**

*None*

**Fiscal Impact:**

*A Resolution defining the terms of the loan repayment will also be presented at the meeting.*

**Staff Impact:**

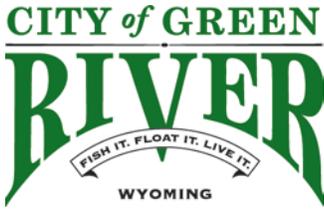
*If the SRF Loan is approved, staff from the Finance Department will administer the terms of the loan. Staff from the Public Works Department will administer any contracts resulting from the project.*

**Legal Review:**

*N/A*

**Suggested Motion:**

*N/A*



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 8, 2016	Department: Community Development
Meeting Date: March 15, 2016	Department Head: Laura Profaizer
	Presenter: Laura Profaizer

**Subject:**

*A Resolution approving the Final Plat of Wapiti Ridge Estates, accepting a subdivision improvement guarantee, and authorizing the Mayor to execute a Subdivision Improvement Agreement between the City of Green River and A&W, LLC.*

**Background/Alternatives:**

*On February 10, 2016, the Planning and Zoning Commission recommended approval of the Final Plat of Wapiti Ridge Estates, a re-subdivision of Lot 1 of the AC Addition. The proposed re-subdivision divides one large lot into three individual lots. This property is located on Hitching Post Drive. Through the review and public hearing process, it was determined that the proposed subdivision complies with all of the requirements of the Subdivision Regulations of the City of Green River as submitted.*

*The subdivider, Triple A&W, LLC (Will Dolinar) has submitted a Cashier's Check in the amount of \$16,922.92 to guarantee the installation of the necessary public facilities along with a Subdivision Improvement Agreement. The Subdivision Improvement Agreement outlines the City's procedures for releasing the letter of credit and specifies the procedures for the issuance of building permits, acceptance of subdivision improvements (including the required one year warranty), and the issuance of certificates of occupancy.*

**Attachments:**

*Wapiti Ridge Estates Final Plat*

*Resolution (including the Subdivision Improvement Agreement as Exhibit A)*

**Fiscal Impact:**

*None*

**Staff Impact:**

*Minimal*

**Legal Review:**

*Pending City Attorney Review*

**Suggested Motion:**

I move to approve the Resolution accepting the Final Plat of Wapiti Ridge Estates, accepting a subdivision improvement guarantee in the amount of \$16,922.92, and authorizing the Mayor to execute a Subdivision Improvement Agreement between the City of Green River and Triple A&W, LLC.

**CERTIFICATE OF REVIEW BY THE CITY ENGINEER:**

Data on this plat reviewed this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016 by the City Engineer of the City of Green River, Wyoming.

City Engineer \_\_\_\_\_

**CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION AS FOLLOWS:**

This Plat Approved by the City of Green River Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016.

Chairman \_\_\_\_\_

Attest:  
Secretary \_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE AND APPROVAL BY THE CITY COUNCIL OF THE CITY OF GREEN RIVER AS FOLLOWS:**

Approved by the City Council of the City of Green River, Wyoming, this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016.

Mayor \_\_\_\_\_

Attest:  
City Clerk \_\_\_\_\_

**CERTIFICATE OF REGISTERED LAND SURVEYOR AS FOLLOWS:**

I, David A. Fehring, 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 WAPITI RIDGE ESTATES 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 the City of Green River regulations governing the subdivision of land to an accuracy of (1) part in ten thousand (10,000).

DAVID A. FEHRINGER  
PROFESSIONAL ENGINEER (CIVIL) & LAND SURVEYOR  
WYOMING REGISTRATION NUMBER 10052

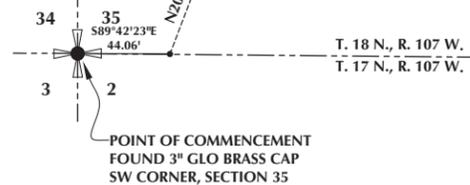
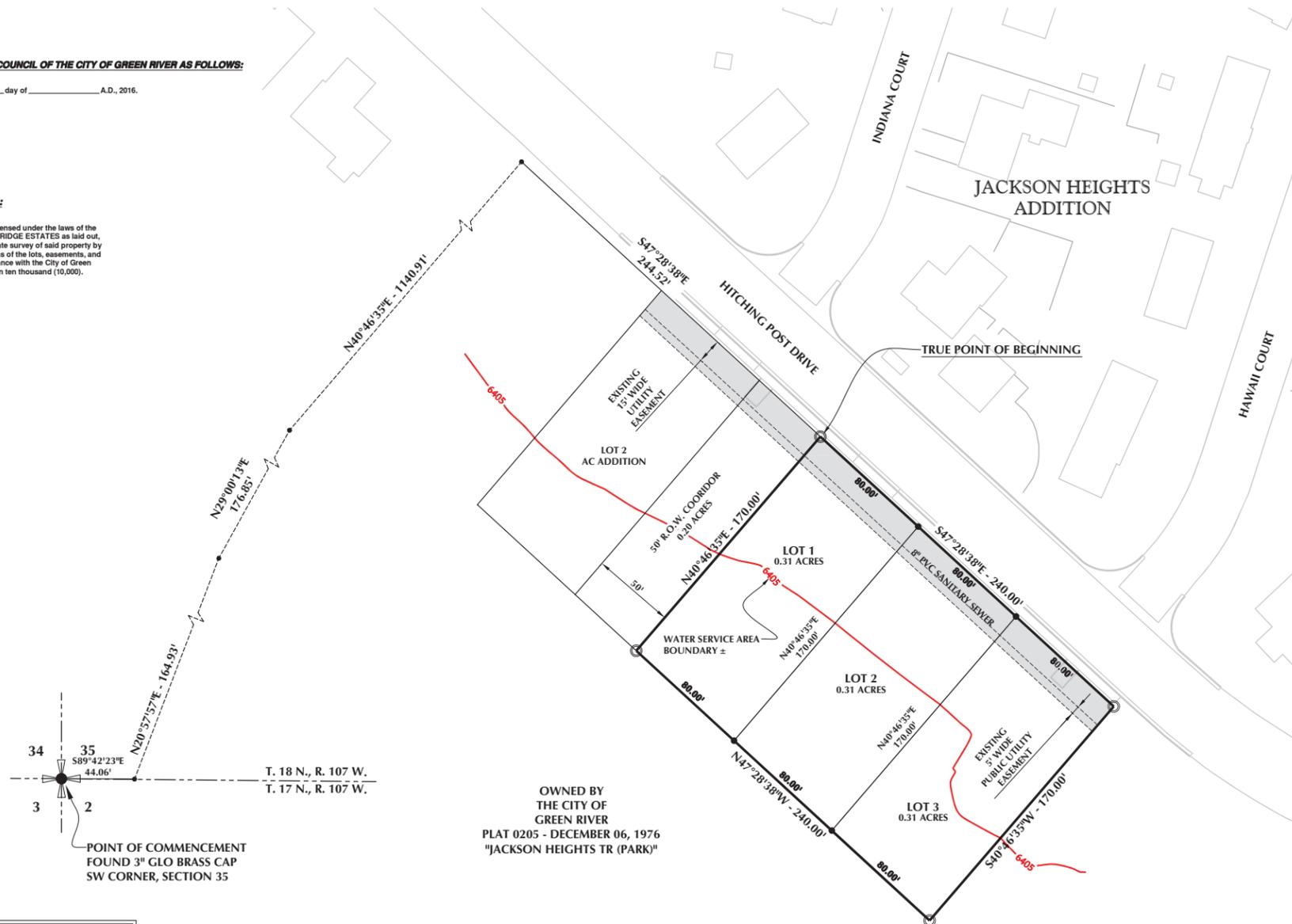
STATE OF WYOMING SS  
SWEETWATER COUNTY  
The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016, by:

as a free and voluntary act and deed.  
Witness my hand and official seal.  
My commission expires: \_\_\_\_\_

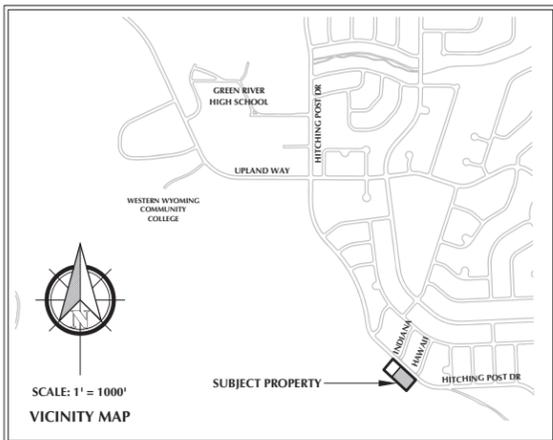
NOTARY PUBLIC \_\_\_\_\_

# WAPITI RIDGE ESTATES FINAL PLAT

A SUBDIVISION WITHIN THE CORPORATE CITY LIMITS OF GREEN RIVER, WYOMING  
(A RESUBDIVISION OF LOT 1 OF AC ADDITION)  
LOCATED IN SECTION 35, T. 18 N., R. 107 W., OF THE 6TH PRINCIPAL MERIDIAN,  
GREEN RIVER, SWEETWATER COUNTY, WYOMING



OWNED BY  
THE CITY OF  
GREEN RIVER  
PLAT 0205 - DECEMBER 06, 1976  
"JACKSON HEIGHTS TR (PARK)"



**SURVEY CORNER SET LEGEND**

- 3-1/4" BERTSEN ALUMINUM CAP WITH 2-3/8"x30" ALUMINUM PIPE STAMPED "WAPITI RIDGE ESTATES" - MARKER (CORNER # INDICATED ON PLAT) \*PELS 10052\*
- INDIVIDUAL LOT CORNERS MONUMENTED WITH A 5/8" REBAR AND WITH ALUMINUM CAP STAMPED "PROPERTY CORNER PELS 10052"

**PROPERTY LEGEND**

- PROPERTY BOUNDARY
- PROPERTY LOT LINES
- EXISTING EASEMENT LINE

**ZONING:**

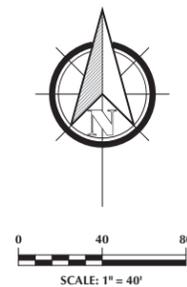
CURRENT ZONING IS R1 (SINGLE FAMILY RESIDENTIAL)  
PROPOSED ZONING IS R1 (SINGLE FAMILY RESIDENTIAL)

**WAPITI RIDGE ESTATES**

TOTAL PARCEL ACREAGE	0.93 ACRES
TOTAL LOTS	0.93 ACRES 3 LOTS
LOT 1	0.31 ACRES
LOT 2	0.31 ACRES
LOT 3	0.31 ACRES

**LOT SETBACKS:**

FRONT = 35'  
REAR = 15'  
SIDE = 7.5'



**DEDICATION**

A PORTION OF THE LAND REFERRED TO HEREIN OF THE JACKSON HEIGHTS ADDITION TO THE CITY OF GREEN RIVER, SWEETWATER COUNTY, STATE OF WYOMING, AND RECORDED IN THE OFFICE OF THE COUNTY CLERK AND EX-OFFICIO REGISTRAR OF DEEDS OF SWEETWATER COUNTY, WYOMING (BOOK 1204, PAGES 443-444), ALSO (A RESUBDIVISION OF LOT 1 OF AC ADDITION), BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 35 OF THE RESURVEY OF T.18N., R.107W., OF THE 6TH P.M., SWEETWATER COUNTY, WYOMING;

THENCE S 89°42'23" E, 44.06 FEET ALONG THE SOUTHERN BOUNDARY LINE OF SAID SECTION 35 TO THE SOUTHWEST CORNER OF SAID JACKSON HEIGHTS ADDITION;

THENCE N 20°57'57" E, 164.93 FEET ALONG THE WEST BOUNDARY LINE OF SAID JACKSON HEIGHTS ADDITION;

THENCE N 29°00'13" E, 176.85 FEET ALONG THE WEST BOUNDARY LINE OF SAID JACKSON HEIGHTS ADDITION;

THENCE N 40°46'35" E, 1140.91 FEET ALONG THE WEST BOUNDARY LINE OF SAID JACKSON HEIGHTS ADDITION TO A POINT ON THE SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE;

THENCE S 47°28'38" E, 244.52 FEET ALONG SAID SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE TO THE TRUE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE S 47°28'38" E, 240.00 FEET;

THENCE S 40°46'35" W, 170.00 FEET;

THENCE N 47°28'38" W, 370.00 FEET;

THENCE N 40°46'35" E, 170.00 FEET TO A POINT ON THE SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE AND THE TRUE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINING 0.93 ACRES, MORE OR LESS.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by:

TRIPLE A&W, LLC - (WILLIAM DOLINAR)

STATE OF WYOMING SS  
SWEETWATER COUNTY  
The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016, by:

as a free and voluntary act and deed.

Witness my hand and official seal.

My commission expires: \_\_\_\_\_

NOTARY PUBLIC \_\_\_\_\_

**CERTIFICATE OF RECORDING BY THE COUNTY CLERK AND RECORDER AS FOLLOWS:**

This plat was filed for record in the Office of the Clerk and Recorder at \_\_\_\_\_ o'clock, \_\_\_\_\_ A.D., 2016, and is duly recorded in Book of Plats, Page No. \_\_\_\_\_

COUNTY CLERK \_\_\_\_\_

DEPUTY \_\_\_\_\_

**PREPARED FOR:**

TRIPLE A&W, LLC  
550 EAST 2ND NORTH  
GREEN RIVER, WYOMING 82935

CONTACT(S):  
WILLIAM DOLINAR



REVISED:  
REVISED:  
REVISED:

WAPITI RIDGE ESTATES  
FINAL PLAT

TRIPLE A&W, LLC  
GREEN RIVER, WYOMING 82935

PROJECT NUMBER  
(15-46)

DATE  
January, 2016

DRAWN BY  
KEITH KOLAR

SHEET TITLE  
FINAL PLAT

SHEET NUMBER

1 OF 1

RESOLUTION R16-\_\_\_\_\_

A RESOLUTION APPROVING AND ACCEPTING THE FINAL PLAT OF WAPITI RIDGE ESTATES, A RE-SUBDIVISION OF LOT 1 OF THE AC ADDITION, A NEW THREE LOT SUBDIVISION, AND AUTHORIZING THE MAYOR TO EXECUTE A SUBDIVISION IMPROVEMENT AGREEMENT BETWEEN THE CITY OF GREEN RIVER AND TRIPLE A&W, LLC.

WHEREAS, after holding a public hearing and proper review before the Planning and Zoning Commission of the City of Green River, Wyoming, on February 10, 2016, it was resolved that the Wapiti Ridge Estates Final Plat, a Re-Subdivision of Lot 1 of the AC Addition, complies with all requirements of Appendix C of the Code of Ordinances of the City of Green River; and,

WHEREAS, said Commission recommends to the Governing Body of the City of Green River that the final plat of Wapiti Ridge Estates be approved and accepted by the Governing Body of the City of Green River; and,

WHEREAS, Triple A&W, LLC has provided the City of Green River with a Cashier's Check, number 20153, from the financial institution of State Bank, in the amount of \$16,922.92; and,

WHEREAS, Triple A&W, LLC has provided a Subdivision Improvement Agreement to guarantee the installation of the necessary public facilities required within the Subdivision Regulations of the City of Green River, and as shown on the Construction Drawings and Cost Estimate as approved by the City Engineer; and,

WHEREAS, after due and proper review held on March 15, 2016 the Governing Body of the City of Green River has accepted and approved said resolution of the Green River Planning and Zoning Commission and has elected to approve and accept said final plat of Wapiti Ridge Estates, a re-subdivision of Lot 1 of the AC Addition, as a subdivision in the City of Green River, Wyoming;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING:

Section 1. That the final plat of Wapiti Ridge Estates be, and the same is hereby approved and accepted as a Final Plat.

Section 2. That the following described parcel of ground comprising Wapiti Ridge Estates, and the same is hereby accepted as a subdivision in the City of Green River, said subdivision to be known as Wapiti Ridge Estates:

A PORTION OF LAND REFERRED TO HEREIN OF THE JACKSON HEIGHTS ADDITION TO THE CITY OF GREEN RIVER, SWEETWATER COUNTY, STATE OF WYOMING, AND RECORDED IN THE OFFICE OF THE COUNTY CLERK AND EX-OFFICIO REGISTRAR OF DEEDS OF SWEETWATER COUNTY, WYOMING (BOOK 1204, PAGES 443-444), ALSO (A RESUBDIVISION OF LOT 1 OF AC ADDITION), BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 35 OF THE RESURVEY OF T.18N., R.107W., OF THE 6<sup>TH</sup> P.M., SWEETWATER COUNTY, WYOMING; THENCE S 89°42'23" E, 44.06 FEET ALONG THE SOUTHERN BOUNDARY LINE OF SAID SECTION 35 TO THE SOUTHWEST CORNER OF SAID JACKSON HEIGHTS ADDITION; THENCE N 20°57'57" E, 164.93 FEET ALONG THE WEST BOUNDARY LINE OF SAID JACKSON HEIGHTS ADDITION; THENCE N 29°00'13" E, 176.85 FEET ALONG THE WEST BOUNDARY LINE OF SAID JACKSON HEIGHTS ADDITION; THENCE N 40°46'35" E, 1140.91 FEET ALONG THE WEST BOUNDARY LINE OF SAID JACKSON HEIGHTS ADDITION TO A POINT ON THE SOUTH RIGHT OF WAY BOUNDARY LINE HITCHING POST DRIVE; THENCE S 47°28'38" E, 244.52 FEET ALONG SAID SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE TO THE TRUE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE S 47°28'38" E, 240.00 FEET; THENCE S 40°46'35" W, 170.00 FEET; THENCE N 47°28'38" W, 240.00 FEET; THENCE N 40°46'35" E, 170.00 FEET TO A POINT ON THE SOUTH RIGHT OF WAY BOUNDARY LINE OF HITCHING POST DRIVE AND THE TRUE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINING 0.93 ACRES, MORE OR LESS.

Section 3. That this plat is the re-subdivision of Lot 1 of the AC Addition, as recorded in Book 1204 of Plats, Pages 443-444, of the records of the Sweetwater County Clerk. All earlier plats or portions thereof, encompassed by the boundaries of this plat, are hereby vacated.

Section 4. That the City of Green River hereby accepts the Cashier's Check, from the financial institution of State Bank, in the amount of \$16,922.92, to guarantee the installation of the required public improvements of the Wapiti Ridge Addition.

Section 5. That the Subdivision Improvement Agreement, attached hereto as Exhibit A and incorporated herein, be and is hereby approved.

Section 6. That Pete Rust, Mayor of the City of Green River, be and is hereby authorized to execute such Subdivision Improvement Agreement.

Section 7. It is ordered that the Director of Community Development shall forthwith note on the Zoning Map that the aforescribed tract has been accepted as a subdivision in the City of Green River, said subdivision to be known as Wapiti Ridge Estates.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Pete Rust, Mayor

ATTEST:

\_\_\_\_\_  
Chris Meats, City Clerk

**“EXHIBIT A”**

**SUBDIVISION IMPROVEMENT AGREEMENT**

AGREEMENT RELATING TO THE COMPLETION OF IMPROVEMENTS IN THE WAPITI RIDGE ESTATES SUBDIVISION, A RE-SUBDIVISION OF LOT 1 OF THE AC ADDITION.

THIS AGREEMENT, entered into as of this 15th day of March, 2016, by and between the CITY OF GREEN RIVER, WYOMING, (hereinafter called CITY), and Triple A&W, LLC, (hereinafter called SUBDIVIDER).

WITNESSETH:

- 1) That the SUBDIVIDER submitted to the CITY for approval, the Final Plat of the Wapiti Ridge Estates, a re-subdivision of Lot 1 of the AC Addition, (hereinafter called SUBDIVISION); and
- 2) That certain subdivision improvements are required by the City of Green River Subdivision Regulations, (hereinafter called REGULATIONS), to be installed by the SUBDIVIDER; and
- 3) That the SUBDIVIDER is required by the REGULATIONS to guarantee the installation of all required subdivision improvements, according to plans and specifications submitted and approved by the City Engineer, prior to approval and recording of the subdivision plat; and
- 4) That the amount of the guarantee is based on an estimate provided by the SUBDIVIDER’S engineer and approved by the City Engineer and is an amount not less than one hundred percent (100%) of the estimated cost of all required subdivision improvements remaining to be installed and approved; and
- 5) That the SUBDIVIDER has furnished to the CITY a guarantee of the proper installation of subdivision in the following form: Cashier’s Check Number 20153, from the Financial Institution of State Bank in the amount of Sixteen Thousand, Nine Hundred Twenty-Two Dollars and Ninety-Two Cents (\$16,922.92).
- 6) That in accordance with the City of Green River Code of Ordinance, Appendix C, Section 9.b., the Subdivider shall have all required improvements installed within twenty-four (24) months from the date of the guarantee or a commitment accepted by the City.

NOW THEREFORE, the parties hereto do mutually agree as follows:

- 1) The SUBDIVIDER shall provide the CITY with a signed Mylar of the subdivision plat along with a check payable to Sweetwater County in the amount of \$75 for the recordation of the plat. The CITY shall secure the necessary CITY signatures and submit the plat for recording with the Sweetwater County Clerk.
- 2) Upon recording the Final Plat with the Sweetwater County Clerk, lots within the subdivision may be sold.
- 3) All subdivision improvements designated on Addendum "A" to this AGREEMENT, attached hereto and incorporated herein by this reference, and being a list of the required subdivision improvements and Engineer's estimate of construction costs, as approved by the City Engineer, shall be constructed and completed by the SUBDIVIDER, according to plans and specifications prepared by William H. Smith and Associates, Inc., and approved by the City Engineer on March 7, 2016.
- 4) The Cashier's Check, Number 20153, from the Financial Institution of State Bank, in the amount of Sixteen Thousand, Nine Hundred Twenty-Two Dollars and Ninety-Two Cents (\$16,922.92) is to guarantee the completion of all SUBDIVISION improvements described in Addendum "A".
- 5) All subdivision improvements designated on Addendum "A" shall be installed, constructed and completed by the SUBDIVIDER by March 15, 2018. All construction shall be performed in a good and workmanlike manner, in accordance with applicable rules and regulations governing such construction.
- 6) At any time after the satisfactory completion of construction of all or any SUBDIVISION improvements or categories thereof, the SUBDIVIDER shall give written notice to the City Engineer of such completion. The SUBDIVIDER'S Engineer of Record shall provide the City Engineer with As-Built Drawings, required pressure test and disinfection test records, and any other required documentation necessary for the City Engineer's inspection of the completed improvements. The SUBDIVIDER shall cooperate in the reasonable inspection of the improvements by the City Engineer.
- 7) After receipt of the above notice of completion and required documentation from the Engineer of Record, the City Engineer shall inspect the SUBDIVISION improvements to which the notice of completion applies, and shall give the SUBDIVIDER either written notice of approval or denial and corrective action required. Upon completion of any required corrective action, notice, inspection and approval or denial shall be required in like manner as cited above.

- 8) Upon receipt of a notice of approval by the City Engineer, the SUBDIVIDER may request the release of the proportionate amount of the subdivision improvement guarantee that corresponds with the notice of approval by the City Engineer. The request of reduction shall be made in writing by the SUBDIVIDER to the CITY. The written request shall include an itemized list of the public improvements that were completed, inspected and approved by the City Engineer, and shall include the requested amount to be released. After receiving receipt of the City Engineer's acceptance to release a portion of the subdivision improvement guarantee, the CITY's Community Development Department shall schedule the release for approval by the Green River City Council at the next available regular meeting of the City Council. In no event shall the security be reduced to less than twenty-five (25%) of its original amount unless and until final acceptance of all subdivision improvements as outlined in Paragraph 11 below, is completed. Approval of the release does not grant CITY ownership and maintenance of the improvements. CITY acceptance of ownership and maintenance of the improvements will not occur until final acceptance of all subdivision improvements as outlined in Paragraph 11 below.
- 9) Building Permits may only be issued by the City Building Inspector after all monumentation and staking has been completed, and upon approval by the City Engineer of the public improvements consisting of water lines and stubs to each lot, sanitary sewer lines and stubs to each lot.
- 10) Upon completion of all SUBDIVISION improvements described in Addendum "A", approval of the SUBDIVISION improvements by the City Engineer, and prior to the CITY accepting ownership and maintenance of the Subdivision improvements, the SUBDIVIDER shall provide the CITY with a written warranty, in the form of a maintenance bond, or other security approved by the CITY, for a period of twelve (12) months from the date of acceptance of the improvements by the City Council. The amount of the security for the warranty period shall be twenty-five (25%) percent of the total amount listed in Addendum "A".
- 11) Upon submittal of the warranty, and receipt of the written notice by the City Engineer of the approval of all SUBDIVISION improvements, the Community Development Department shall schedule action by the Green River City Council at the next available regular meeting of the City Council to accept the one year maintenance bond, acceptance of the ownership and maintenance of the public subdivision improvements, and to release of any unreleased portion of the Cashier's Check, Number 20153, from the Financial Institution of State Bank.

12) Certificates of Occupancy shall not be issued until the City Council has issued final acceptance of the subdivision improvements as outlined in Paragraph 11 of this AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT in duplicate, each of which is deemed an original, as of the date first above written.

CITY OF GREEN RIVER, WYOMING

\_\_\_\_\_  
Pete Rust, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Chris Meats, City Clerk

SUBDIVIDER

\_\_\_\_\_  
Will Dolinar, OWNER  
TRIPLE A&W, LLC

STATE OF WYOMING    )  
  ) ss.  
County of Sweetwater    )

The foregoing instrument was acknowledged before me by \_\_\_\_\_, SUBDIVIDER, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Witness my hand and official seal.

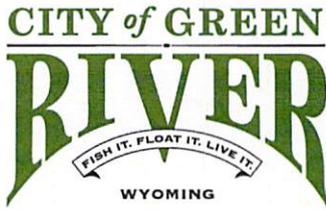
\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_

**ADDENDUM "A"**  
 Approved Cost Estimate – 3/7/16

Description	Unit	Quantity	Unit Cost	Total Cost
<b>Water System Improvements</b>				
1 1/2" Water Service	EA	2	\$1,350.00	\$2,700.00
<b>Subtotal Water System Improvements</b>				<b>\$2,700.00</b>
<b>Sanitary Sewer System Improvements</b>				
4" Service Line	EA	2	\$1,500.00	\$3,000.00
<b>Subtotal Sanitary Sewer System Improvements</b>				<b>\$3,000.00</b>
<b>Roadway Improvements</b>				
5' Concrete Sidewalk Replacement	LF	10	\$45.00	\$450.00
Curb and Gutter Replacment	LF	10	\$38.00	\$380.00
Concrete Driveway Approaches/Curb Cuts	SY	53	\$60.00	\$3,200.00
Class B Patch (Hitching Post - Water Services)	SY	31	\$75.00	\$2,342.92
<b>Subtotal Roadway Improvements</b>				<b>\$6,372.92</b>
<b>Miscellaneous</b>				
Vane Grate Installation	EA	2	\$925.00	\$1,850.00
Traffic Control	LS	1.0	\$3,000.00	\$3,000.00
<b>Subtotal Miscellaneous</b>				<b>\$4,850.00</b>
<b>Subtotal Water System Improvements</b>				<b>\$2,700.00</b>
<b>Subtotal Sanitary Sewer System Improvements</b>				<b>\$3,000.00</b>
<b>Subtotal Roadway Improvements</b>				<b>\$6,372.92</b>
<b>Subtotal Miscellaneous</b>				<b>\$4,850.00</b>
<b>Grand Total Improvements</b>				<b>\$16,922.92</b>



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 4, 2016	Department: Community Development
Meeting Date: March 15, 2016	Department Head: Laura Profaizer
	Presenter: Laura Profaizer

**Subject:**

*Budget Modification Resolution for the Community Development Building Division – Non-Residential Plan Reviews Program*

**Background/Alternatives:**

*The Community Development Department budgets \$5,000 each year into the Non-Residential Plan Review Program to pay for the City’s contracted commercial plan reviewer (Sunrise Engineering) to perform the required plan reviews of new commercial construction. This cost is fully recovered by the submittal of the Plan Review Fee by the building permit applicant. However, the fee that is received by the applicant goes directly into the City’s general revenue fund and is not returned into the Community Development Department’s budget.*

*This year has seen an increase in commercial construction, and therefore, more plan reviews than anticipated. Invoices due to the City’s commercial plan reviewer are expected to exceed the budgeted amount once all outstanding invoices have been paid. In addition, the department is anticipating at least one more commercial plan review prior to the end of the current fiscal year.*

*The Community Development Department / Building Division is requesting to increase the expenditure budget authority in the Non-Residential Plan Review Program (10.100.420.BDNRES) in the amount of \$4,000 for additional and anticipated commercial plan review costs.*

**Attachments:**

*Resolution*

**Fiscal Impact:**

*\$4,000*

**Staff Impact:**

*N/A*

**Legal Review:**

N/A

**Suggested Motion:**

I move to approve the Resolution to increase the General Fund for the Community Development Building Division in the amount of \$4,000.

**Resolution No. R16-**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GREEN RIVER, WYOMING, TO APPROVE AN INCREASE IN THE COMMUNITY DEVELOPMENT'S BUILDING INSPECTOR'S PROFESSIONAL SERVICES BUDGET TO REVIEW COMMERCIAL PLANS.**

**WHEREAS**, the Governing Body desires to increase the expenditure budget authority in the Community Development Building Inspector's division professional services for the purpose of funding the costs associated with using a commercial plan reviewer (10.100.420.BDNRES.60) in the amount of \$4,000; **and**

**WHEREAS**, the City charges plan review fees for each plan to cover plan review costs; **and**

**WHEREAS**, the Governing Body desires to increase the revenue budget (10.4210) in the amount of \$4,000, as more than the budgeted plan reviews were received; **and**

**NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BODY AUTHORIZES THE INCREASE IN THE COMMUNITY DEVELOPMENT BUILDING INSPECTOR'S PROFESSIONAL SERVICES BUDGET AND AUTHORIZES THE CITY ADMINISTRATOR AND CITY TREASURER TO MAKE THE ABOVE CHANGES TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

**PASSED, APPROVED AND ADOPTED THIS 15<sup>TH</sup> DAY OF MARCH, 2016.**

SIGNED:

\_\_\_\_\_  
Pete Rust, Mayor

ATTEST:

\_\_\_\_\_  
Chris Meats, City Clerk



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 3/8/16	Department: Police
Meeting Date: 3/15/16	Department Head: Chief Steffen
	Presenter: Chief Steffen

**Subject:**

Resolution to move funds from the police department seizure Fund

**Background/Alternatives:**

The police department K-9, Melanie, was reassigned to Cpl. Brad Halter in December. This reassignment requires that Cpl. Halter and Melanie attend “re-team” training before Melanie can be used to detect narcotics.

It is proposed that \$5660 be moved from the police department seizure fund into the 10.200.230.TRTR account to pay for this specialized training.

**Attachments:**

Attached is a quote from Makor K9 for the training. Makor is the company that originally provided Melanie. Melonie is trained in a specific type of alert only taught by Makor.

**Fiscal Impact:**

This would result in the seizure fund being reduced by \$5660. This is a restricted fund and can be used only for a law enforcement purpose.

**Staff Impact:**

Allowing the transfer and subsequent training will allow the department to again utilize Melanie to determine probable cause for narcotic searches and enable personnel to more efficiently locate narcotics during a search.

**Legal Review:**

Not reviewed

**Suggested Motion:**

I move that \$5660 be moved from the police department seizure fund to the 10.200.230.TRTR program.

# MAKOR K9

3078 ENCANTO DRIVE \* NAPA, CALIFORNIA \* 94558 \* 707.252.4600 \* FAX 707.252.1300 \* E-MAIL: Mark@MakorK9.com

March 6, 2016

Green River Police Department  
50 E 2nd North St,  
Green River, WY 82935

Invoice# 201606-01

In Re: Drug Detection K9 Training Quote

INVOICE

1. Ten (10) day re-team narcotic detection orientation course.....\$ 4000.00  
3/13-3/22, 2016
2. Location to be in and about Green River, WY. Exact dates TBD.
3. MAKOR K9 staff trainer GSA per diem \$166 per day x 10.....\$ 1660.00

Total  
Cost.....\$ 5660.00

PAYMENT: In order to block training time payment is expected at time  
of acceptance.

DELIVERY: 6 to 8 weeks of order.

EIN: 68-0263474

\*Indication will be Battle Born K9 'Enhanced Hunt'™ passive stare.

**Resolution No. R16-**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GREEN RIVER, WYOMING, TO APPROVE A MODIFICATION IN THE GENERAL FUND FOR THE POLICE DEPARTMENT'S PATROL DIVISION IN THE AMOUNT OF \$5,660.**

**WHEREAS**, the Governing Body desires to increase the expenditure budget authority in the General Fund for the purpose of funding the City's commitment of the Police Department's Patrol Division (230.TRTR) to re-team the Drug K-9 in the amount of \$5,660; **and**

**WHEREAS**, to balance such increased budget authority, the Governing Body desires to decrease the Drug Seizure Reserve Account in the General Fund, in the amount of \$5,660;

**NOW, THEREFORE BE IT RESOLVED THAT THE CITY ADMINISTRATOR AND CITY TREASURER ARE HEREBY AUTHORIZED TO MAKE THE ABOVE CHANGES TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

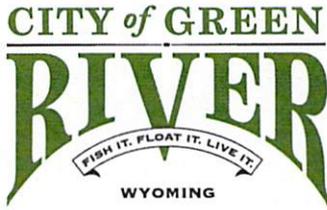
**PASSED, APPROVED AND ADOPTED THIS 15<sup>th</sup> DAY OF MARCH, 2016.**

SIGNED:

\_\_\_\_\_  
Pete Rust, Mayor

ATTEST:

\_\_\_\_\_  
Chris Meats, City Clerk



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 8, 2016	Department: Public Works
Meeting Date: March 15, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

**Subject:**

*Consideration of a Resolution to Increase the Capital Projects Fund for the 2016 Southside Water System Improvements Project Phase III.*

**Background/Alternatives:**

**Water Project:** *The project will consist of spot improvements to the City's Water and Sewer infrastructure within the footprint of the WYDOT Green River Streets Urban Systems Project to be constructed during the summer of 2016. Sanitary sewer collection system work will include the repair of several isolated low spots and/or offset joints in East Teton Boulevard. Water distribution system work will include the replacement of approximately 250 LF of 12" and 16" water main in the intersection of Upland Way and Hitching Post Drive. Water distribution system work will also include the replacement of approximately 70 curb stops on East and West Teton and several fire hydrants. The Contractor will coordinate the timing of this work with the WYDOT contractor.*

**Attachments:**

*Resolution*

**Fiscal Impact:**

**Water Fund:** *The bids for the proposed water system work were more than what was requested last year. \$32,000 is requested to be authorized from the Water Fund for project construction and related testing.*

**Staff Impact:** *N/A*

**Legal Review:** *N/A*

**Suggested Motion:**

***I move to approve a resolution to increase the Capital Projects Fund for the 2016 Southside Water System Improvements Project Phase III, in the amount of \$32,000.***

**Resolution No. R16-**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GREEN RIVER, WYOMING, TO APPROVE AN INCREASE IN THE CAPITAL PROJECTS FUND FOR THE 2016 SOUTHSIDE WATER SYSTEMS IMPROVEMENTS IN THE AMOUNT OF \$32,000.**

**Whereas,** The Governing Body desires to increase the expenditure budget authority in the Capital Projects Fund for the purpose of funding the City's commitment for the Maintenance of the Water system, (15.000.000.HPSIMP) in the amount of \$32,000; **and**

**And whereas,** to balance such increased budget authority, the Governing Body desires to decrease the Un-appropriated Fund Balance in the Water Fund, in the amount of \$32,000; **and**

**NOW, THEREFORE BE IT RESOLVED THAT THE CITY ADMINISTRATOR AND CITY TREASURER ARE HEREBY AUTHORIZED TO MAKE THE ABOVE CHANGES TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

**PASSED, APPROVED AND ADOPTED THIS 15<sup>th</sup> DAY OF MARCH, 2016.**

SIGNED:

---

Pete Rust, Mayor

ATTEST:

---

Chris Meats, City Clerk



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 7, 2016	Department: Public Works
Meeting Date: March 15, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

**Subject:**

*WWTP Replacement Facility Design: SRF Loan Application – Part 2.*

**Background/Alternatives:**

*The City recently applied for a \$1.2 Million State Revolving Fund (SRF) Loan to develop the Design for a Wastewater Treatment Plant Replacement Facility. This loan received conditional approval at the February meeting of the State Land & Investment Board. To obtain final approval, additional financial information must be submitted as Part 2 of the Loan Application.*

**Attachments:**

*Part 2 Application Resolution*

**Fiscal Impact:**

*The total design costs are estimated to be \$2.4 Million. The \$1.2 Million SRF Loan would allow the City to begin with the design phase of the Treatment Plant Replacement Facility without depleting Wastewater Fund capital reserves. The City could choose to submit a new MRG Grant (for consideration in 2017) or another SRF Loan package to obtain the remaining \$1.2 Million.*

*Debt service on the loan would require a rate increase. The average rate increase is estimated to be \$1.50/month per user (combined residential and commercial) to repay this \$1.2 Million loan, which has terms of 2.5% and 20 years. The required rate increase would be adopted through the 2016-2017 budget process and be effective July 1, 2016.*

**Staff Impact:**

*If the SRF Loan is approved, staff from the Finance Department will administer the terms of the loan. Staff from the Public Works Department will administer any contracts resulting from the project.*

**Legal Review:**

N/A

**Suggested Motion:**

I move to approve a resolution authorizing the submission of a loan application to the Wyoming State Revolving Fund Program for a \$1.2 million loan for the design phase of the Wastewater Treatment Plant Replacement Facility Project, and authorize the Mayor to sign pertinent loan documents.

Resolution No. R16-

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE

City of Green River

(NAME OF APPLICANT)

FOR THE PURPOSE OF Begin design of a new facility to replace the City's existing wastewater treatment lagoon

(STATE TITLE AND PUROSE OF PROJECT)

**WITNESSETH**

WHEREAS, the Governing Body for the

City of Green River

(NAME OF APPLICANT)

desires to participate in the State Revolving Fund program to assist in financing this project: and

WHEREAS, the Governing Body for the

City of Green River

(NAME OF APPLICANT)

recognizes the need for the project: and

WHEREAS, the STATE REVOLVING FUND program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the

City of Green River

(NAME OF APPLICANT)

plans to repay the requested STATE REVOLVING FUND LOAN from the following sources (s):  
(DESCRIBE THE SOURCE OF ALL REPAYMENT FUNDS)

The City will adopt a rate increase through its annual budget process (to be effective July 1, 2016) that will be sufficient to accommodate the debt service on the loan.

; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE

City of Green River

(NAME OF APPLICANT)

that a loan application in the amount of \$ 1,200,000.00 be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding

Wastewater Treatment Plant Replacement Facility  
(name of project)

BE IT FURTHER RESOLVED, that

Chris Meats, Finance Director & Mark Westenskow, DPW

(name and title of persons)

are hereby designated as the authorized representatives of the

City of Green River

(name of applicant)

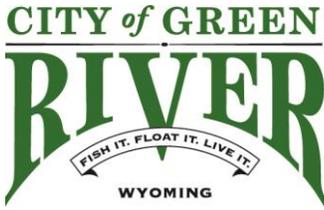
to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Name & Title)

Attest:

\_\_\_\_\_  
(Name & Title)



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 9, 2016	Department: Parks & Recreation
Meeting Date: March 15, 2016	Department Head: Brad Raney
	Presenter: Katie Duncombe

**Subject:**

Sweetwater Joint Travel & Tourism Board, 2016 Advertising and Marketing Grant Application

**Background/Alternatives:**

The Green River Arts Council’s mission is to promote public art and creativity. The 2015 Art on the Green event brought in artists and spectators from all over the region including Wyoming, Colorado, Arizona and Utah. Spectator numbers reached great heights with over 5,000 attendees. This popular event promotes our county as a whole and shows off the diversified talents and interests of the people of Green River.

Advertising is essential to the success of Art on the Green. Advertising must be done in creative and far reaching ways to bring competitors into town for participation in the 24-hour live sculpting and painting competition and to ensure that art buyers take advantage of the artwork silent auction.

**Attachments:**

Grant proposal and budget

**Fiscal Impact:**

The total event budget: \$30,123.38  
The grant request - advertising: \$6,000

**Staff Impact:**

Katie Duncombe works in conjunction with member of the Arts Council to produce this event.

**Legal Review:**

N/A

# Sweetwater County Joint Travel & Tourism Board

## Grant Application

### Art on the Green

August 19 & 20, 2016



green  
river  
arts  
council

## 12<sup>th</sup> Annual Art on the Green 2016

### Travel and Tourism Advertising & Marketing Grant Application

#### Project Narrative

The Green River Arts Council's mission is to promote public art and creativity. The Arts Council strives each year to do this by holding the annual Art on the Green. The focal point of this event is a 24 Hour Live 2D and 3D competition. Each year, members of the eleven-person, Mayor appointed volunteer board creates new activities and events to promote art within Green River. They coordinate group art activities and encourage artists to participate in the Art on the Green event. This popular event promotes our county as a whole and shows off the diversified talents and interests of the people of Green River.

Advertising is essential to the success of Art on the Green. Advertising must be done in creative and far reaching ways to bring competitors into town for participation in the 24-hour live sculpting and painting competition and to ensure that art buyers take advantage of the artwork silent auction.

The 2015 Art on the Green event brought in artists and spectators from all over the region including Wyoming, Colorado, Arizona and Utah. Spectator numbers reached great heights with over 5,000 attendees. The Arts Council coordinated interactive activities for adults and children during the event and will bring new ideas to the 2016 event with their Battle on the Green and children's art corner.

In addition to the traditional Art on the Green event the Arts Council is introducing a photography competition for the first time ever and will continue the Battle on the Green competition scheduled for Friday evening. The Battle on the Green competition is sure to be an exciting one with artists going head to head in a 45 minute 2D speed battle. The event will be run in a bracket with the top winners moving on through a total of three rounds until a winner is crowned. The Arts Council is excited about diversifying their event and bringing in new artists and ideas to the festival. With grant money from the Sweetwater County Joint Travel and Tourism Board, Art on the Green will be able to advertise in a variety of publications to reach out of area spectators and artists.

The 2016 Art on the Green weekend will be held August 19 and 20, 2016. As in years past, the Arts Council has elected to group this event with another long standing event, the River Festival. Although two very different events, both in funding and in purpose, the ability to hold the two events in close proximity has helped each event attract and educate an audience that may have traditionally only attended one or neither of the events. Each year the Green River Arts Council strives to mesh with the River Festival; its organizing group and spectators to make the overall weekend a success for the City of Green River.

**Friday, August 19th** begins the 24-hour competition, Battle on the Green and the 1<sup>st</sup> Annual Photography Competition. That evening also gives art lovers the first view of items available during the silent auction, and provides art-focused children's activities.

**Saturday, August 20th** leads to the conclusion of the 24-hour competition and the silent auction, there is also more time allotted for children's activities. The weekend event concludes with a dinner and awards ceremony. This year will be the 12<sup>th</sup> Annual Art on the Green for the Green River Arts Council.

## **Detailed Marketing Plan**

### **Art on the Green 24-hour Live Sculpting & 2D Competition and Silent Auction:**

- Direct Mailing to artists throughout the region
- Direct Mailing to local art shops and galleries
- Wyoming Arts Council
- Wyoming Arts Alliance
- Green River Arts Council Facebook
- Sweetwater NOW Facebook
- Green River Arts Council Website
- City of Green River Website and Facebook
- Out of County Newspaper advertisements:
  - Travel Guide
  - Uinta County Herald
  - Bridger Valley Pioneer
  - Pinedale Roundup
  - Casper Star Tribune
- In County Newspaper advertisements:
  - Green River Star
  - Rocket Miner
- In County Radio advertisements:
  - The Radio Network
  - WYO Radio
  - Mustang Radio
- Out of County Radio advertisements:
  - Pinedale
  - Evanston
  - Kemmerer
  - Saratoga
  - Jackson Hole
  - Wyoming Public Radio

### **Weekend Event (all activities including children's activities and dinner):**

- Wyoming Arts Council
- Direct Mailing to local art shops
- Parks and Recreation Summer Program brochure
- Posters throughout Green River & Rock Springs
- Flyers handed out in Green River & Rock Springs
- Direct Mailing to people who signed up to be on the mailing list

## **Summary of Promotional Items**

- Flyers advertising event
- Banners outside of pavilion at event
- Yard signs along main thoroughfare



404 N Street, Suite 304, Rock Springs, WY 82901 Ph: 307.382.2538

# ADVERTISING & MARKETING APPLICATION

## Advertising & Marketing Application Check List of Required Items:

The following items to be included with the application form:

- Completed Bid Sheet & Bids
- Project Narrative
- Detailed Marketing Plan
- Summary of Promotional Items
- Detailed Budget or Spending Plan

Applicants that need to advertise to bring out-of-county attendees and participants to an event may qualify for an advertising & marketing grant.

### Applicant Information

Organization Name: Green River Arts Council  
 Mailing Address: 1775 Hitching Post Drive  
 City/State/ZIP: Green River, WY 82935  
 Phone: 307-872-0514  
 Email: cduncombe@cityofgreenriver.org

Type of Organization:  
 WY non-profit 501c3  
 WY non-profit (not 501c3) Code section of exemption: 83-6000065  
 For profit incorporated  
 Individual Ownership

### Event Information

Event Name: Art on the Green  
 Type of Event: Art Festival with a Live Competition  
 Primary Contact: Katie Duncombe  
 Location of Event: Expedition Island, Green River, WY  
 Date(s) of Event: August 19 & 20, 2016  
 Projected Attendance: 5,000  
 Do you require membership in your organization for individuals to participate?  Yes  No

Est. # of out-of-county participants staying overnight: 150  
 Arrival Date: 8-19-16 Departure Date: 8-21-16  
 Total est. # of room nights generated by this project: 150  
(Example: Estimated number of people requiring lodging: 600 people; average 2 people per room; 300 rooms required per night. Length of stay: 2 nights; arriving Friday, departing Sunday. 300 rooms x 2 nights = 600 estimated room nights).  
 Will this be an annual event in Sweetwater County?  Yes  No  
 Has the event been in Sweetwater County before?  Yes  No  
 If yes, how many out-of-county participants came last year? 350

### Advertising & Marketing Information

Amount Requested: \$ 6,000  
 Total Event Budget: \$ 30,123.38  
 Has the T&T funded this project in the past?  Yes  No  
 If yes, number of times: 7  
 Total funding received from T&T to date: \$ 15,530  
 How will the event proceed if not funded by the T&T?  
City of Green River funding

What on-site recognition will be provided for T&T?  
 T&T banner at event site (required; provided by T&T)  
 T&T logo on printed materials (required, if funded by grant)  
 2 event tickets for T&T (required)  
 Reader board recognition  
 Public address announcements for T&T  
 Other: \_\_\_\_\_

How will you promote out-of-county attendance/participation?  
Magazine advertising, Newspaper advertising, Radio advertising, Newsletter advertising, Direct Mailings, Email, Facebook and Green River Arts Council website

Total budgeted for out-of-county promotion: \$ 5,352.50

How will you promote in-county attendance/participation?  
Posters, flyers, Word of Mouth, Street Banners, Newspaper advertising, Radio advertising, Newsletters advertising, Direct Mailings, Email, website, Facebook and associated events

Total budgeted for in-county promotion: \$ 2,574.88

#### Advertising & Marketing Grant funds will be used for:

- Brochures \*(3 bids required)
- Posters & Promotional Flyers \*(3 bids required)
- Postage (out-of-county mailings)
- Billboards
- Magazine Advertising
- Newspaper Advertising
- Radio Advertising
- Television Advertising

\*A minimum of 3 competitive bids from qualified vendors must be included with the grant application for projects that require printing fees and/or production costs (see Bid Summaries section on page 2)

Note: Payment reimbursement is based on approved items from the check list above

Signature: \_\_\_\_\_

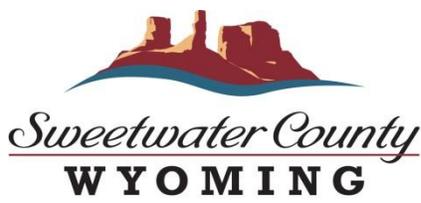
Date: \_\_\_\_\_

Read the grant guidelines carefully. Incomplete applications will be returned. Submission deadline is **20 Business days** prior to Grant Hearing.

### For Completion by T&T Staff

Estimated Total Economic Impact: \$ \_\_\_\_\_

Formula: Number of out-of-county participants multiplied by the number of days they are in the area; multiplied by a daily expenditure figure. Example: 200 people x 2.5 days = 500; multiplied by a \$150 daily expenditure; for a \$75,000 estimated total economic impact.



404 N Street, Suite 304 Rock Springs, WY 82901 Ph: 307.382.2538

## ADVERTISING & MARKETING APPLICATION

### Bid Summaries

Please list the following details for each bid received:

#### Bid Item #1:

##### Bid #1

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

##### Bid #2

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

##### Bid #3

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

#### Bid Item #2:

##### Bid #1

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

##### Bid #2

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

##### Bid #3

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

#### Bid Item #3:

##### Bid #1

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

##### Bid #2

Vendor Name: \_\_\_\_\_

In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

##### Bid #3

Vendor Name: \_\_\_\_\_

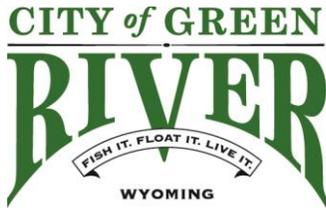
In-County Vendor       Out-of-County Vendor       Preferred Vendor

Price Per Item: \_\_\_\_\_ X # of Items: \_\_\_\_\_ = Total Cost of Items: \$ \_\_\_\_\_

\*Please copy this page to list additional bid items

**12th Annual Art on the Green  
August 19 & 20, 2016**

<b>Event Expenses</b>	
Awards Banquet	\$ 3,000.00
Live Music	\$ 500.00
Awards (Cash Prizes)	\$ 13,000.00
Artist Meals	\$ 500.00
Kids Corner Supplies	\$ 100.00
Artist Award Supplies - Plaques	\$ 125.00
Battle on the Green Supplies	\$ 250.00
Battle on the Green Awards	\$ 300.00
Printing cost for poster, flyers	\$ 150.00
Banners	\$ 150.00
Judges	\$ 750.00
Hotel Accommodations for Judges	\$ 321.00
Artist Hotel	\$ 400.00
Floor Covering	\$ 100.00
Postage	\$ 150.00
Part time Staff	\$ 2,400.00
<b>Total Operations, Maintenance and Part time Staff</b>	<b>\$ 22,196.00</b>
<b>Advertising Expenses</b>	
<b>In-County Advertising</b>	
<b>Print Ads</b>	
Green River Star	\$ 500.00
Rocket-Miner	\$ 530.88
<b>Radio Ads</b>	
The Radio Network	\$ 800.00
Wyo Radio	\$ 744.00
Mustang Radio	\$ -
<b>Social Media</b>	
Sweetwater NOW	\$ 350.00
<b>Total In County Advertising</b>	<b>\$ 2,574.88</b>
<b>Out of County Advertising</b>	
<b>Print Ads</b>	
Uinta County Herald	\$ 210.00
Travel Guide	\$ 160.00
Pinedale Roundup	\$ 500.00
Bridger Valley Pioneer	\$ 350.00
Casper Star Tribune	\$ 900.00
Wyoming Lifestyles Magazine	\$ 400.00
<b>Radio Ads</b>	
Evanston	\$ 400.00
Saratoga - Big Foot	\$ 400.00
Kemmerer	\$ 312.50
Jackson Hole Radio	\$ 720.00
Wyoming Public Radio	\$ 500.00
Pinedale	\$ 500.00
<b>Total out of County Advertising</b>	<b>\$ 5,352.50</b>
<b>Total Event &amp; Advertising Expenses</b>	<b>\$ 30,123.38</b>
<b>Income</b>	
Awards Dinner Ticket Sales	\$ 800.00
Silent Auction	\$ 2,500.00
Artist Registration	\$ 2,000.00
Battle on the Green Registration	\$ 300.00
<b>Total Income</b>	<b>\$ 5,300.00</b>



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 4, 2016	Department: Parks and Recreation
Meeting Date: March 15, 2016	Department Head: Brad Raney
	Presenter: Consent Agenda

**Subject:**

To receive approval from the Governing Body to apply for and accept Rec Mil Funds from Sweetwater County School District #2 Rec Board to fund a 4th session of swim lessons and transportation for Summer Day Camp in the amount of \$14,769.44.

**Background/Alternatives:**

Swim Lessons: The City of Green River Parks & Recreation Department currently is budgeted to offer four sessions of Summer Swim Lessons. Each session is Monday-Thursday for two weeks. The Parks and Recreation Department applied for and accepted funds to add a 4<sup>th</sup> session in the Summer of 2015. This additional session saw 142 students. Without this funding, the 4<sup>th</sup> session would not have been offered and 142 students would not have had this swimming experience. Without funding in 2016, the 4<sup>th</sup> session of swim lessons cannot be offered.

Summer Day Camp: The City of Green River Parks and Recreation Department currently offers Summer Day Camp for children K-6<sup>th</sup> grade for the upcoming school year. Each day participants are engaged in group activities that combine both physical and educational components. We utilize a School District #2 facility to offer the program and then children are bused to different locations for additional activities and field trips by School District #2 transportation. Currently the City does not have a means of transporting the children in the program and we have built a great partnership with the School District to provide safe and efficient transportation for this program, but as the budget tightens we are searching additional avenues to maintain the current program.

**Attachments:**

Completed Application for Rec. Mil Funds

**Fiscal Impact:**

Grant of \$14,769.44

**Staff Impact:**

Swim Lessons: The additional session will impact part-time Instructors and Operations Assistants by allowing them to work two more weeks during the summer months. These additional hours should help the Parks and Recreation Department retain employees throughout the entire summer instead of losing them to other employment opportunities.

**Legal Review:**

Legal Review was received on February 24, 2016

**Suggested Motion:**

I move to approve the Parks and Recreation Department to apply for and accept Rec. Mil funds in the amount of \$14,769.44 from Sweetwater County School District #2 for a fourth session of summer swim lessons in 2016 and transportation expenses for the 2016 Summer Day Camp program.

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD  
320 Monroe Avenue  
Green River, WY 82935  
307-872-5500

**APPLICATION FOR RECREATION PROJECT FOR AGENCIES OUTSIDE OF SWEETWATER COUNTY SCHOOL DISTRICT #2**

**Due date for all grant applications: June 1**

- Please read the Policies and Procedures attached to this form.
- All applications must be submitted to 320 Monroe Avenue, Green River, WY 82935, In triplicate (3 copies) by 6:00 p.m. on June 1.
- Applications will not be accepted electronically or by fax.
- An incomplete application will not be considered. Although incomplete applications will be returned to applicants by U.S. Mail., SWSD#2 is not obligation to notify applicants of incomplete applications prior to the application due date.

**GRANT APPLICATION ARE PROCEDURES CAN BE FOUND IN THE SWSD#2 WEBSITE ([www.swcsd2.org](http://www.swcsd2.org)) AND AT THE END OF THIS APPLICATION. IT IS THE APPLICANTS RESPONSIBILITY TO REVIEW THESE PRIOR TO COMPLETING THIS APPLICATION.**

**Please complete the following. Attach additional sheets as needed.**

Name of Club/Organization: City of Green River Parks and Recreation Department

Address of Club/Organization: 50 East 2<sup>nd</sup> North

City/State/Zip: Green River, Wyoming 82935

Phone Number: (307) 872-6151 E-mail address: [sschumacher@cityofgreenriver.org](mailto:sschumacher@cityofgreenriver.org), [cduncombe@cityofgreenriver.org](mailto:cduncombe@cityofgreenriver.org)

Federal Tax Identification Number or Social Security Number: 83-6000065

*All non-district organizations must supply a tax ID number. Please see attached notice.*

Name of primary contact or sponsor: Sherry Schumacher, Recreation Supervisor and Katie Duncombe, Recreation Supervisor

Phone number & e-mail address if different from above: (307) 872-0517 for Sherry Schumacher and (307) 872-0514 for Katie Duncombe

Please check all that apply:

- Public Agency                       Private non-profit agency  
 Private for profit agency               School club; Name of School \_\_\_\_\_

NAME OF PROJECT: 4<sup>th</sup> Session of Summer Swim Lessons and Green River Parks and Recreation Summer Day Camp

Has this project been funded by SWSD#2 Rec Board in the past?      Yes X Swim Lessons      No X Summer Day Camp

What is the total dollar amount request from SWSD#2 Rec Board for this project?

Swim Lessons \$7,369.44 + Summer Day Camp \$7,400.00 = \$14,769.44

1) Describe your club/organization by answering the following:

a) What is the purpose of your club/organization?

Mission Statement: Creating recreational opportunities through people, parks and programs

b) When are the club's/organization's regularly scheduled meeting dates and times (e.g. weekly on Thursday at 4 p.m., or the third Thursday of every month?)

Green River Parks and Recreation Department hours: Monday-Friday 8:00 AM-5:00 PM

c) If you do not meet regularly, how often and when do you plan to implement your project?

The 4<sup>th</sup> session of Summer Swim Lessons will be Monday-Thursdays, August 1-11, 2016. Lessons are from 9:00 AM-11:45 AM and 6:00 PM-7:05 PM. A full-time staff person will be assigned to the project.

The Summer Day Camp Program will be Monday-Friday, June 6 through August 5, 2016. The program begins every day at 7:30 am and closes at 5:30 pm.

d) How many members are involved with your club/organization?

The average participation for a session of Summer Swim Lessons is 150 students

The average participation for one week of summer day camp is 60 children. During 2015 we had 124 children registered across the entire summer.

e) What age group does your club/organization involve?

Swim Lessons: 6 months thru Adult

Summer Day Camp: Kindergarten through 6<sup>th</sup> grade (16/17 school year)

f) How many officials/sponsors are involved with your club/organization?

Swim Lessons: 15-18

Summer Day Camp: 9

g) What is the sponsor-to-member ratio?

Swim Lessons: 4:1

Summer Day Camp: 7:1

h) What is the name and title of the adult primarily responsible for the club/organization?

Swim Lessons: Sherry Schumacher, Recreation Supervisor

Summer Day Camp: Katie Duncombe, Recreation Supervisor

2) What is the primary purpose of your project and how does it support the purpose of the SWSD#2 Rec Board, which is to “support programs to increase community participation in a variety of recreational endeavors which are available to the public as well as maintain quality facilities which are used by all stakeholders”?

Swim Lessons:

The City of Green River Parks & Recreation Department currently is budgeted to offer three sessions of Summer Swim Lessons at the Recreation Center. Each session is Monday-Thursday for two weeks. With the opening of the new pool at Green River High School, there is increased interest in Swimming. Every year the Parks & Recreation Department struggles to accommodate the high enrollment numbers for our swimming programs. In 2015, we had to turn 145 people away because classes were filled to capacity. One more two-week session would help us meet the growing demand for group swimming lessons in the community.

The additional session that was funded in the Summer of 2015 saw 142 students. Without this funding, the fourth session would not have been offered and 142 students would not have had this swimming experience.

Summer Day Camp:

The City of Green River Parks and Recreation Department currently offers Summer Day Camp for children K-7<sup>th</sup> grade for the upcoming school year. Each day participants are engaged in group activities that combine both physical and educational components. We use a School District #2 facility to offer the program and then we are bused to different locations for additional activities and field trips by School District #2 transportation. Currently the City does not have a means of transporting the children in the program and we have built a great partnership with the School District to provide safe and efficient transportation for this program, but as our budget is cut this year we are requesting financial support to continue this program at its current level.

a) Specify what recreational opportunities will be provided to the public through your project.

Swim Lessons:

Swimming itself is a recreational opportunity. Swimming is a great way to increase muscular strength and muscle tone -- especially compared to several other aerobic exercises. Swimming offers the ability to work your body without harsh impact to your skeletal system. Unlike exercise machines in a gym that tend to isolate one body part at a time (i.e. bicep curl machine) swimming puts the body through a broad range of motion that helps joints and ligaments stay loose and flexible. Since Green River is a community that is surrounded by water and with a river running right through, it is imperative that every citizen of Green River has the opportunity to learn to swim.

**Summer Day Camp:**

The recreational opportunities specifically provided to the public through this project include a wide variety of activities. Some of those including; recreational swimming, gymnastics, free play at playgrounds and the splash park, archery, field trips to state historic sites and parks, outdoor excursions, sports and games at local facilities, and activities at our local library system. Participants are engaged throughout the summer by 10 weeks of themed activities.

**3) Why should this project be funded?**

**Swim Lessons:**

This project should be funded to provide an additional opportunity for the citizens of Green River to improve their swimming skills and learn how to be safe in, on and around the water. It will attract more users to the new Green River High School pool allowing the new facility to be utilized by a segment of the community who might otherwise not enjoy it.

**Summer Day Camp:**

This project should be funded to maintain and continue this program in our community. It provides a safe recreational and educational place for our youth in the summer. It keeps children engaged throughout the summer months and helps working families in our community. Whether summer day camp provides one child an entire summer of activities or only one week of activity they have a chance to experience new ways to recreate in and around our community. They may even go to places and see new things that they can introduce their families to.

**4) Describe in detail what activities will be involved in your project and how those activities relate to the purpose of your project.**

**American Red Cross Learn-to-Swim Program:**

The six learn-to-swim levels and the objectives for each level include:

- 1 Introduction to Water Skills: helps students feel comfortable in the water and to enjoy the water safely.
- 2 Fundamental Aquatic Skills: gives students success with fundamental skills.
- 3 Stroke Development: builds on the skills in Level 2 by providing additional guided practice.
- 4 Stroke Improvement: develops confidence in the strokes learned and to improve other aquatic skills.
- 5 Stroke Refinement: provides further coordination and refinement of strokes.
- 6 Swimming and Skill Proficiency: refines the strokes so students swim them with ease, efficiency, power and smoothness over greater distances. Level 6 is designed with "menu" options. Each of these options focuses on preparing students to participate in more advanced courses, such as Water Safety Instructor and Lifeguard Training. These options include:

- Personal Water Safety
- Fundamentals of Diving
- Fitness Swimming

**Parent and Child Aquatics**

Parents and children (ages 6 months up to 5 years) learn together to increase a child's comfort level in the water and build a foundation of basic skills, such as arm and leg movements and breath control.

**Summer Day Camp Program:**

There are 10 weeks of summer day camp beginning May 31 through August 5, 2016.

Each week campers will follow the same basic schedule of activities that require transportation:

**Monday:** City of Green River Parks (children are introduced to community parks within and surrounding the community) Community Awareness Day (children are introduced to businesses and programs in the community)

**Tuesday:** Gymnastics Class (Introduction to gymnastics working on balance and body awareness)

Splash Park at Evers

**Wednesday:** Archery at FMC Red Barn (Basic Archery Skills)

Sweetwater County Library Presentations and Activities

Star Twin Theater Summer Movie Series

**Thursday:** Field Trips (Out of town trips – Zoo, Pacific Steel, Bridger Coal, Flaming Gorge Dam, South Pass City, etc.)

**Friday:** Green River Recreation Center (Fun Fitness Classes, Swimming and Games)

- 5) Please list any websites that pertain to this club, organization or project.

[www.cityofgreenriver.org](http://www.cityofgreenriver.org)

[Green River Parks and Recreation FaceBook Page](#)

- 6) What are the beginning and ending dates of your project? *(Please refer to the funding availability dates to make sure your project does not incur expenses before funding would be available)*

The 4<sup>th</sup> session of Summer Swim Lessons will be Monday-Thursdays, August 1-11, 2016

*Summer Day Camp May 31-August 5, 2016 (The first billing cycle for services is provided after July 1)*

- 7) Please list **in detail** any equipment or supplies that will be needed to implement/run the project, and the estimated costs. Please be specific (e.g. “basketballs at \$20 each for a total of \$120” is acceptable, whereas “balls - \$120” is not acceptable) You may attach a separate list if necessary

Swim Lessons:

Three hundred dollars is required for the following materials: lifejackets, fins, floats, noodles and dive toys.

Summer Day Camp:

No equipment or supplies are needed for this request, only services

- 8) If your application could potentially impact structures or grounds of the Sweetwater County School District #2, including electrical, plumbing and HVAC, you must attach a copy of the SWSD#2 Maintenance Department’s **completed and signed** work order request for an impact evaluation of the project. Applications will not be considered without this documentation, and will be returned.

Swim Lessons:

This session is planned to be held at the Green River Aquatics Center at the Green River High School.

Summer Day Camp:

Summer Day Camp is housed by Sweetwater County School District #2, but does not impact structures or grounds

- 9) Please list **in detail** any travel expenses the project will require. Please include departure and return dates, destination(s), modes of transportation, number of participants (adults and minors) traveling, and any other pertinent information.

Swim Lessons: N/A

Summer Day Camp:

Transportation 2016 (SAMPLE)

Summer Day Camp

Monday

9:00 am Pick up from Harrison to Park 1

10 am Pick up from Park 1 to Park 2

11:30 am Pick up from Park 2 to lunch location

1:45 pm Pick up from lunch location to Community Business

3:00 pm Pick up from Community Business to Harrison Elementary

Tuesday

8:20 am Pick up middle group at Harrison to Expedition Island Pavilion  
9:30 am Pick up oldest group from Harrison to Expedition Island Pavilion and take middle group back to Harrison  
10:30 am Pick up youngest and middle group from Harrison to Expedition Island Pavilion  
11:30 am Pick up from Expedition Island Pavilion to lunch location  
12:45 pm Pick up from lunch location to Splash Park  
3:00 pm Pick up from Splash Park to Harrison

Wednesday

8:20 am Pick up youngest group from Harrison to FMC Red Barn  
9:00 Pick up middle group from Harrison to FMC Red Barn and take youngest group back  
9:45 am Pick up oldest group from Harrison to FMC Red Barn and take middle group back  
10:30 am Pick up oldest group from FMC Red Barn and others from Harrison to Library Presentation Location  
11:45 am Pick up from Library Presentation Location to lunch location  
1:45 pm Pick up at lunch location to Star Twin Theater  
3:50 pm Pick up from Star Twin Theater to Harrison Elementary

Thursday

8:30 am Pick up at Harrison Elementary to Out of Town Field Trip  
5:00 pm Return to Harrison Elementary

Friday

12:00 pm Pick up from Green River Recreation Center to lunch location  
12:45 pm Pick up from lunch location to Green River Recreation Center  
3:45 pm Pick up from Green River Recreation Center to Harrison Elementary

There will be approximately 60 children and 8 adults traveling during these trips. We utilize Sweetwater County School District #2 bussing for all of the transportation needs within town and out of town.

- 10) Describe how you will advertise, promote and/or notify the public about your program to insure the public is aware of the recreational opportunity.

Swim Lessons:

Swimming Lessons will be advertised on the City of Green River website, the Green River Parks and Recreation Quarterly Brochure, on the City of Green River and the Green River Parks and Recreation Facebook pages

Summer Day Camp will be advertised on the City of Green River website, the Green River Parks and Recreation Quarterly Brochure, fliers through the elementary schools, on the City of Green River and the Green River Parks and Recreation Facebook pages

- 11) What kind of training, if any, will be required to implement/run the project?

Swimming Lessons Instructors are Certified American Red Cross Water Safety Instructors.

City of Green River Parks and Recreation Department part time staff is trained in several areas before summer day camp begins including: field trip supervision, bus safety, Love and Logic Classroom Management and group supervision.

- 12) What is the name, title and relationship to the club/organization of the person responsible for implementing and maintaining the project?

Sherry Schumacher, Recreation Supervisor is responsible for implementing the Swim Lessons program for the City of Green River.

Katie Duncombe, Recreation Supervisor is responsible for implementing the Summer Day Camp program for the City of Green River.

- 13) Describe other financial contributions, in-kind, case or matching funds, which have been or will be made toward this project if any?

Swim Lessons:

There is \$28/student fee for Swim Lessons that will offset some of the expenses. Please refer to the detailed budget.

Summer Day Camp:

The fee for Summer Day Camp is as follows:

\$650 per student for the entire summer (10 weeks)  
 \$75 per week per student  
 \$20 per day per student  
 Families with more than one child receive a discount of 50% off per addition children

14) Is this a one-time request or will future funding be needed to continue this project?

Swim Lessons:

This is the second time the City and School district have partnered for the Swim Lesson program. The Summer of 2015 was a success on its initial trial. Future funding may be needed to ensure the program's sustainability.

Summer Day Camp:

This is the first time the City has requested funds for the summer day camp program transportation. This would possibly be a future funding need to sustain the program.

15) If the project will extend past the grant period, what are the club's/organization's plan for sustaining the project?

Swim Lessons and Summer Day Camp:

Funding will be requested from the City to sustain the future of the project if it extends past the grant period.

Attach a detailed projected budget for your project or organization, itemizing all expenses. You may use the attached form, or develop any format that you think explains the project's budget. Additionally, if you are reapplying, you must attach a final report or status report. A template can be found on the SWSD#2 website ([www.swcsd2.org](http://www.swcsd2.org))

*By signing this application I acknowledge that I have read and will comply with all policies and procedures of the Sweetwater County School District #2 Rec Board.*

Dated: \_\_\_\_\_

\_\_\_\_\_  
 Signature of Grant Applicant

\_\_\_\_\_  
 Signature of Building Principal/Supervisor  
 (Only if application is being submitted by SWSD#2 employee)

*Note: SWSD#2 Rec Board funds are available because of a recreation mill levy in the county. This is made possible by an act of the legislature and action taken by the SWSD#2 Board of Trustees. These funds can be used only for community public recreation purposes. For additional information call 307-872-5500*

*SWSD#2 Rec Board does not discriminate on the basis of race, color, national origin, sex, age, disability, political affiliation, religion or belief.*

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD  
 Budget Form

Agency	EXPENSES	AMOUNT
Green River Parks and Recreation Department	<b>Staff Salaries (employee of agency)</b> <b>Instructors:</b> ___39___ hrs x \$ ___16.43___/hour x ___15___ employees = \$9,611.55  <b>Instructor Aides:</b> ___39___ hrs x \$ ___14.17___/hour x ___3___ employees	\$11,269.44

		= \$1,657.89	
		<b>Staff Benefits (25.13%)</b>	\$
<b>Program</b> <b>Swim Lessons</b>		Contracted Services (Student helpers, professional services, bookkeeping, etc)	\$
<b>REVENUE</b>	<b>AMOUNT</b>	Repairs & Maintenance	\$
		<u>Rental</u>	\$
		<u>Postage</u>	\$
Funds requested from SWSD#2 Rec Board	\$7,369.44	Telephone	\$
Fees being charged participants	\$28.00 x approx. 150 partipants = \$4,200	Advertising	\$
In-Kind Contributions	\$	Printing	\$
Donations	\$	Supplies	\$300.00
Other Grants	\$	Equipment & Machinery ( <i>provide detailed list</i> )	\$
Other Cash/Funds	\$	Dues & Fees	\$
Other Revenues: ( <i>please describe</i> )		Other Expenses ( <i>please describe</i> )	
	\$		\$
<b>TOTAL REVENUE FUNDS</b>	\$11,569.44	<b>TOTAL EXPENSES</b>	\$11,569.44

<b>Agency</b> <b>Green River Parks and Recreation Department</b>		<b>EXPENSES</b>	<b>AMOUNT</b>
		<b>Staff Salaries (employee of agency)</b>	
		<b>Recreation Assistant:</b>	
		400 hrs x \$13.81/hour x 3 employees = \$16,572	\$40,680
		<b>Instructors:</b>	
		400hrs x \$ 13.14/hour x 2 employees = \$10,512	
		<b>Operations Assistants:</b>	
		400hrs x \$ 11.33/hour x 3 employees = \$13,596	
		<b>Staff Benefits (25.13%)</b>	\$
<b>Program</b> <b>Summer Day Camp</b>		Contracted Services (Student helpers, professional services, bookkeeping, etc)	\$
<b>REVENUE</b>	<b>AMOUNT</b>	Repairs & Maintenance	\$
		<u>Rental</u>	\$

		<u>Postage</u>	\$
Funds requested from SWSD#2 Rec Board	\$7,400	Telephone	\$
Fees being charged participants	\$75xapprox. 30 x 10 weeks participants = \$22,500	Advertising	\$
In-Kind Contributions	\$	Printing	\$
Donations	\$	Supplies	\$6,500
Other Grants	\$	Equipment & Machinery ( <i>provide detailed list</i> )	\$
Other Cash/Funds	\$	Dues & Fees	\$
Other Revenues: ( <i>please describe</i> )  <i>City of Green River General Fund</i>	\$17,280  \$	Other Expenses ( <i>please describe</i> )	\$
<b>TOTAL REVENUE FUNDS</b>	\$47,180	<b>TOTAL EXPENSES</b>	\$47,180

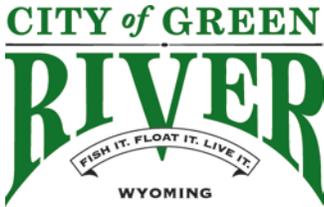
*Reminder: When completing a budget, the revenues and expenses **must** balance*

<b>Date:</b>	<b>Completed by</b>
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*Additional Comments:*

***Note: This is a sample budget page. You may develop any format that you think explains your program.***

END OF APPLICATION



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 8, 2016	Department: GR URA / Main Street
Meeting Date: March 15, 2016	Department Head:
	Presenter: Jennie Melvin

**Subject:**

*Authorization for Green River URA/Main Street Agency to apply for Wyoming Main Street Technical Assistance Funds for FYE 2017 in the amount of \$3,500 to be utilized for Staff/Board member training; and, for Mayor Rust to sign the contract awarding the monies upon receipt.*

**Background/Alternatives:**

*The Wyoming Main Street Program provides Technical Assistance Funds to Certified Wyoming Main Street Communities. Communities can request up to \$3,500 annually, to be used for training. The Green River URA/Main Street Agency is seeking \$3,500 in training funds for the FYE 2017.*

*These funds will be released by Wyoming Main Street as reimbursement upon submission of itemized and dated invoices.*

**Attachments:**

*n/a*

**Fiscal Impact:**

*Receipt of these funds would decrease the cost to the City for required training in the amount of \$3,500.*

**Staff Impact:**

*No impact beyond previous commitments.*

**Legal Review:**

*Pending*



City of Green River  
 City Council Meeting  
 Agenda Documentation

Preparation Date: March 8, 2016	Department: Public Works
Meeting Date: March 15, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

**Subject:**

*Award of 2016 Southside Water Improvement Project Phase III*

**Background/Alternatives:**

*The Bid Opening for the 2016 SIP Southside Water Improvement Project Phase III was held on March 3, 2016, resulting in three Bids: Jackman Construction, Inc., Lewis and Lewis, Inc., and Whitaker Construction Co. The lowest bid submitted was from Jackman Construction, and had a cashier's check in lieu of a bid bond. Wyoming Statute 15-1-113 states that bids greater than \$150,000 require a bid bond, invalidating their bid. We are selecting the next lowest bidder, Lewis and Lewis, Inc. in the amount of \$346,544.96.*

*The project consists of spot improvements to the City's Water and Sewer infrastructure within the footprint of the WYDOT Green River Streets Urban Systems Project to be constructed during the spring and summer of 2016. Sanitary sewer collection system work will include the repair of several isolated low spots and/or offset joints in East Teton Boulevard. Water distribution system work will include the replacement of approximately 250 LF of 12" and 16" water main in the intersection of Upland Way and Hitching Post Drive. Water distribution system work will also include the replacement of approximately 70 curb stops on East and West Teton and several fire hydrants. The Contractor will coordinate the timing of this work with the WYDOT contractor.*

*While the Base Bid amount is higher than the current Engineer's Estimate of \$325,000, there is a Resolution to add \$32,000 from the Water Fund to the HPSIMP Project.*

**Attachments:**

*Bid Tabulation, Agreement*

**Fiscal Impact:**

There is \$325,000 set aside in the HPSIMP Project, but an additional \$32,000 will be added from the Water Fund to cover the construction and testing costs for this project.

**Staff Impact:**

*In House Project Management and Inspection by the Engineering Division*

**Legal Review:**

*Standard Construction Agreement*

**Suggested Motion:**

"I move to award the 2016 SIP Southside Water Improvement Project Phase III to Lewis and Lewis, Inc. in the amount of \$346,544.96, and authorize the Mayor to sign the Agreement."

## **AGREEMENT**

THIS AGREEMENT, made this \_\_\_\_\_ day of March, 2016, by and between CITY OF GREEN RIVER, hereinafter called "OWNER", and Lewis & Lewis, Inc., doing business as a corporation, hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned;

1. The CONTRACTOR will commence and complete the construction of **2016**  
**WATER SYSTEM IMPROVEMENTS PHASE III – WYDOT URBAN SYSTEMS**  
**WATER AND SEWER SPOT REPAIRS.**
2. The CONTRACTOR will furnish specified material, supplies, tools, equipment, labor, and other services necessary for the construction and completion of the PROJECT described herein;
3. The CONTRACTOR hereby agrees to fully complete the project within 90 (Ninety) consecutive calendar days after specified start date as identified in the NOTICE TO PROCEED. CONTRACTOR further agrees to pay as liquidated damages, the sum of \$1,500 for each consecutive calendar day thereafter;
4. The CONTRACTOR agrees to perform all of the work described in the CONTRACT DOCUMENTS and comply with the terms therein for the various unit prices as shown on the Bid Form. The total contract amount as shown on the Bid Form is **\$346,544.96.**
5. The term "CONTRACT DOCUMENTS" means and includes the following:
  - (A) NOTICE AND CALL FOR BIDS
  - (B) PRE-BID AND PRE-CONSTRUCTION AGENDAS AND MINUTES
  - (C) BID FORM
  - (D) BID BOND

- (E) AGREEMENT
- (F) PAYMENT BOND
- (G) PERFORMANCE BOND
- (H) NOTICE OF AWARD
- (I) NOTICE TO PROCEED
- (J) CHANGE ORDER
- (K) PROJECT MANUAL prepared by CITY OF GREEN RIVER dated January 2016.
- (L) ADDENDA
- (M) CERTIFICATE OF SUBSTANTIAL COMPLETION
- (N) PUNCH LIST
- (O) CERTIFICATE OF FINAL ACCEPTANCE

6. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the Project Manual such amounts as required by the CONTRACT DOCUMENTS;

7. By execution of this Agreement, it is understood and agreed to between the parties that nothing contained herein, nor execution of this Agreement, constitutes a waiver by the City of Green River of its sovereign immunity under Wyoming law.

8. If either party hereto shall bring any legal action against the other to enforce any right or obligation based upon this Contract, the successful party in such legal action shall be entitled to recover a judgment therein for, and the unsuccessful party shall be obligated to pay, all of the cost and expenses of any kind and nature whatsoever incident to the prosecution of defense of such legal action and the preparation thereof , including a reasonable attorney fee;

9. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors and assigns;

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in (three) copies, each of which shall be deemed an original on the date first above written.

**OWNER:**

By: \_\_\_\_\_  
Name: Pete Rust  
Title: Mayor, City of Green River

(Seal)  
**ATTEST:**

\_\_\_\_\_  
Name: Chris Meats  
(Please Type)  
Title: City Clerk

**CONTRACTOR:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
(Please Type)  
Address: \_\_\_\_\_  
\_\_\_\_\_

(Seal)  
**ATTEST:**

\_\_\_\_\_  
Name: \_\_\_\_\_  
(Please Type)  
\_\_\_\_\_

Jackman Construction

Lewis &amp; Lewis

Whitaker Construction

ITEM #	DESCRIPTION	UNIT	EST QTY	BID UNIT PRICE	EXTENDED AMOUNT	BID UNIT PRICE	EXTENDED AMOUNT	BID UNIT PRICE	EXTENDED AMOUNT
1	MOBILIZATION	LS	1	\$ 18,100.00	\$ 18,100.00	\$ 35,500.00	\$ 35,500.00	\$ 55,000.00	\$ 55,000.00
2	TRAFFIC CONTROL	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 0.01	\$ 0.01	\$ 6,500.00	\$ 6,500.00
3	STORMWATER POLLUTION PREVENTION PLAN	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,500.00	\$ 5,500.00
4	FORCE ACCOUNT	T&M	25000	\$ 1.00	\$ 25,000.00	\$ 1.00	\$ 25,000.00	\$ 1.00	\$ 25,000.00
5	FLAGGING	HR	40	\$ 10.00	\$ 400.00	\$ 0.01	\$ 0.40	\$ 30.00	\$ 1,200.00
6	EXPLORATORY EXCAVATION	HR	20	\$ 85.00	\$ 1,700.00	\$ 165.00	\$ 3,300.00	\$ 450.00	\$ 9,000.00
7	ROCK EXCAVATION	HR	20	\$ 35.00	\$ 700.00	\$ 0.01	\$ 0.20	\$ 400.00	\$ 8,000.00
8	SPECIAL BEDDING MATERIAL	CY	300	\$ 30.00	\$ 9,000.00	\$ 30.50	\$ 9,150.00	\$ 51.00	\$ 15,300.00
9	IMPORTED TRENCH BACKFILL MATERIAL	CY	600	\$ 20.00	\$ 12,000.00	\$ 30.50	\$ 18,300.00	\$ 51.00	\$ 30,600.00
10	SIDEWALK REMOVAL & DISPOSAL	SF	1,800	\$ 2.50	\$ 4,500.00	\$ 0.01	\$ 18.00	\$ 1.50	\$ 2,700.00
11	CURB AND GUTTER REMOVAL & DISPOSAL	LF	10	\$ 10.00	\$ 100.00	\$ 0.01	\$ 0.10	\$ 7.00	\$ 70.00
12	VALLEY GUTTER/PAN REMOVAL & DISPOSAL	SF	50	\$ 5.00	\$ 250.00	\$ 0.01	\$ 0.50	\$ 7.00	\$ 350.00
13	CONCRETE SAW CUT	LF	800	\$ 6.00	\$ 4,800.00	\$ 0.01	\$ 8.00	\$ 1.75	\$ 1,400.00
14	ASPHALT SAW CUT	LF	200	\$ 6.00	\$ 1,200.00	\$ 5.70	\$ 1,140.00	\$ 1.50	\$ 300.00
15	ASPHALT SURFACE REMOVAL & DISPOSAL	SY	125	\$ 10.00	\$ 1,250.00	\$ 8.60	\$ 1,075.00	\$ 3.00	\$ 375.00
16	BASE COURSE	CY	50	\$ 30.00	\$ 1,500.00	\$ 72.00	\$ 3,600.00	\$ 55.00	\$ 2,750.00
17	SIDEWALK	SF	50	\$ 10.00	\$ 500.00	\$ 9.00	\$ 450.00	\$ 7.50	\$ 375.00
18	SOD	SF	100	\$ 1.00	\$ 100.00	\$ 4.50	\$ 450.00	\$ 3.00	\$ 300.00
19	CURB AND GUTTER - TYPE "A"	LF	10	\$ 30.00	\$ 300.00	\$ 44.00	\$ 440.00	\$ 36.00	\$ 360.00
20	PLANT MIX ASPHALT SURFACING	SY	125	\$ 45.00	\$ 5,625.00	\$ 33.00	\$ 4,125.00	\$ 52.00	\$ 6,500.00
21	6" PVC WATER MAIN	LF	160	\$ 46.00	\$ 7,360.00	\$ 56.00	\$ 8,960.00	\$ 52.00	\$ 8,320.00
22	12" PVC WATER MAIN	LF	200	\$ 58.00	\$ 11,600.00	\$ 125.00	\$ 25,000.00	\$ 69.00	\$ 13,800.00
23	16" PVC WATER MAIN	LF	140	\$ 100.00	\$ 14,000.00	\$ 130.00	\$ 18,200.00	\$ 88.00	\$ 12,320.00
24	REMOVE EXISTING 6" AC PIPE	LF	160	\$ 15.00	\$ 2,400.00	\$ 23.75	\$ 3,800.00	\$ 20.00	\$ 3,200.00
25	REMOVE EXISTING 12" AC PIPE	LF	375	\$ 20.00	\$ 7,500.00	\$ 26.25	\$ 9,843.75	\$ 22.00	\$ 8,250.00
26	6" WATER VALVE (MJ x FL)	EA	4	\$ 1,200.00	\$ 4,800.00	\$ 2,075.00	\$ 8,300.00	\$ 1,800.00	\$ 7,200.00
27	12" WATER VALVE (MJ x MJ)	EA	6	\$ 3,200.00	\$ 19,200.00	\$ 3,650.00	\$ 21,900.00	\$ 4,000.00	\$ 24,000.00
28	16" WATER VALVE (MJ x MJ)	EA	3	\$ 5,000.00	\$ 15,000.00	\$ 3,850.00	\$ 11,550.00	\$ 5,000.00	\$ 15,000.00
29	12"x6" TAPPING TEE	EA	1	\$ 1,650.00	\$ 1,650.00	\$ 1,265.00	\$ 1,265.00	\$ 3,500.00	\$ 3,500.00
30	12" x 6" TEE (MJ x FLANGE)	EA	3	\$ 750.00	\$ 2,250.00	\$ 810.00	\$ 2,430.00	\$ 1,250.00	\$ 3,750.00
31	12" DI CAP	EA	2	\$ 350.00	\$ 700.00	\$ 265.00	\$ 530.00	\$ 650.00	\$ 1,300.00
32	16" DI CAP	EA	1	\$ 450.00	\$ 450.00	\$ 487.00	\$ 487.00	\$ 1,500.00	\$ 1,500.00
33	16" x 16" TEE (MJ)	EA	1	\$ 1,200.00	\$ 1,200.00	\$ 550.00	\$ 550.00	\$ 3,100.00	\$ 3,100.00
34	16" x 12" TEE (MJ)	EA	2	\$ 1,000.00	\$ 2,000.00	\$ 990.00	\$ 1,980.00	\$ 2,650.00	\$ 5,300.00
35	16" x 12" REDUCER	EA	1	\$ 800.00	\$ 800.00	\$ 470.00	\$ 470.00	\$ 1,800.00	\$ 1,800.00
36	16" - 90 DEGREE BEND	EA	1	\$ 800.00	\$ 800.00	\$ 775.00	\$ 775.00	\$ 2,300.00	\$ 2,300.00
37	(DI TO DI OR PVC)	EA	1	\$ 400.00	\$ 400.00	\$ 357.00	\$ 357.00	\$ 1,000.00	\$ 1,000.00
38	16" SOLID SLEEVE	EA	1	\$ 600.00	\$ 600.00	\$ 595.00	\$ 595.00	\$ 2,000.00	\$ 2,000.00
39	12" TRANSITION COUPLER	EA	10	\$ 650.00	\$ 6,500.00	\$ 670.00	\$ 6,700.00	\$ 1,250.00	\$ 12,500.00
40	REMOVE EXISTING WATER VALVE	EA	6	\$ 300.00	\$ 1,800.00	\$ 400.00	\$ 2,400.00	\$ 450.00	\$ 2,700.00
41	REMOVE EXISTING FIRE HYDRANT	EA	3	\$ 300.00	\$ 900.00	\$ 1,175.00	\$ 3,525.00	\$ 700.00	\$ 2,100.00
42	INSTALL NEW FIRE HYDRANT	EA	4	\$ 3,800.00	\$ 15,200.00	\$ 4,850.00	\$ 19,400.00	\$ 5,300.00	\$ 21,200.00
43	BLUE BOARD INSULATION	EA	8	\$ 100.00	\$ 800.00	\$ 52.50	\$ 420.00	\$ 200.00	\$ 1,600.00
44	FLOW FILL	CY	40	\$ 150.00	\$ 6,000.00	\$ 100.00	\$ 4,000.00	\$ 160.00	\$ 6,400.00
45	REPLACE CURB STOP AND VALVE BOX (3/4")	EA	72	\$ 1,200.00	\$ 86,400.00	\$ 965.00	\$ 69,480.00	\$ 1,200.00	\$ 86,400.00
46	REPLACE CURB STOP AND VALVE BOX (1")	EA	1	\$ 1,300.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,300.00	\$ 1,300.00
47	WATER VAULT REMOVAL & DISPOSAL	LS	1	\$ 650.00	\$ 650.00	\$ 1,210.00	\$ 1,210.00	\$ 1,300.00	\$ 1,300.00
48	REMOVE EX. WATER SERVICE	EA	1	\$ 200.00	\$ 200.00	\$ 525.00	\$ 525.00	\$ 250.00	\$ 250.00
49	8" PVC SEWER REPLACEMENT	LF	150	\$ 60.00	\$ 9,000.00	\$ 98.50	\$ 14,775.00	\$ 170.00	\$ 25,500.00
50	10" PVC SEWER REPLACEMENT	LF	20	\$ 70.00	\$ 1,400.00	\$ 128.00	\$ 2,560.00	\$ 450.00	\$ 9,000.00
					\$ 314,385.00		\$ 346,544.96		\$ 459,470.00



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 8, 2016	Department: Public Works
Meeting Date: March 15, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

**Subject:**

*Award of Task Order No. 7 to Inberg-Miller Engineers for materials testing services for 2016 Southside Water System Improvement Project Phase III.*

**Background/Alternatives:**

*On February 3, 2015, Council approved a Master Service Agreement with Inberg-Miller Engineers to provide Geotechnical Engineering and Materials Testing Services for City projects on an On-Call basis. The Engineering Division has negotiated Task Order 7 (\$9,800.00) for materials testing services related to the 2016 Southside Water System Improvement Project Phase III.*

**Attachments:**

*Task Order 7*

**Fiscal Impact:**

*There is \$325,000 in the construction budget for Southside Water System Improvements Project Phase III and \$32,000 more has been requested from the Water Fund. There is adequate available budget for the \$9,800 requested for Task Order 7.*

**Staff Impact:**

*In House Project Management and Oversight by the Engineering Division*

**Legal Review:**

*Master Service Agreement Approved*

**Suggested Motion:**

*"I move to award Task Order 7 to Inberg Miller Engineers for construction materials testing services for the 2016 Southside Water System Improvement Project Phase III in the amount of \$9,800 and authorize the Mayor to sign the Task Order."*



# INBERG-MILLER ENGINEERS

Quality Solutions Through Teamwork

March 7, 2016

Job No. 17785-GM

3 PDF PAGES EMAILED: [mwestenskow@cityofgreenriver.org](mailto:mwestenskow@cityofgreenriver.org)

THIS CONSTITUTES THE ORIGINAL

Mark Westenskow, P.E.  
Director of Public Works  
50 East 2nd North  
Green River, Wyoming 82935

RE: PROPOSAL FOR CONSTRUCTION MATERIALS TESTING SERVICES  
TASK ORDER NO. 7 – 2016 SOUTHSIDE WATER SYSTEM IMPROVEMENTS PHASE III  
GREEN RIVER, WYOMING

Dear Mark:

Based on your verbal request of January 22, 2016, we are pleased to submit this proposal for performing construction materials testing services for the above-referenced project.

## PROJECT DESCRIPTION

It is our understanding the project will consist of the 2016 Southside Water System Improvements, Phase III, WYDOT Urban Systems Spot Repairs. These improvements include the replacement of approximately 265 linear feet of water main in the intersection of Upland Way and Hitching Post Drive and the replacement of approximately 70 curb stops and several fire hydrants on East and West Teton Boulevard. In addition, the project includes the repair of several isolated low spots and/or offset joints in the sewer main along East Teton Boulevard. We understand that the project duration is 90 calendar days based on the information provided in the Project Manual.

## SCOPE OF SERVICES

Our scope of services under this Task Order 7 includes construction materials testing for the items listed in the base bid as described in the Project Manual. Specifically, these items include the testing of fresh concrete and the laboratory testing of concrete compressive strength for curb, gutter, sidewalk and valley gutter, the in-place soil density testing of subgrade and road base, the testing of trench backfill for the replacement of water and sewer main and appurtenances, and in-place density testing of asphalt.

Our scope of services **includes** the following:

1. Fresh Concrete Testing- We will visit the site as requested by your designated representative, which will include mobilization to site, field testing, returning to the site to retrieve concrete cylinders, laboratory tests of concrete strength, and reporting. We understand that 4 cylinders are required for compressive strength testing for pours over 20 cubic yards of concrete placed. Air, slump, and concrete temperature testing is required for every compressive strength test performed. Based on the concrete quantities presented in the Project Manual and our experience in working on roadway rehabilitation projects, we estimate 3 to 4 concrete tests,

124 East Main Street  
Riverton, WY 82501  
307-856-8136  
307-856-3851 (fax)  
riverton@inberg-miller.com

1120 East "C" Street  
Casper, WY 82601  
307-577-0806  
307-472-4402 (fax)  
casper@inberg-miller.com

350 Parsley Boulevard  
Cheyenne, WY 82007  
307-635-6827  
307-635-2713 (fax)  
cheyenne@inberg-miller.com

193 West Flaming Gorge Way  
Green River, WY 82935  
307-875-4394  
307-875-4395 (fax)  
greenriver@inberg-miller.com

830 E. Richards Suite #1  
Douglas, WY 82633  
307-359-7000  
307-460-7600 (fax)  
ctwiford@inberg-miller.com

which include 4 cylinders, slump, air and temperature, will be required for curb, gutter, sidewalk and valley gutter.

2. In-Place Soil Density Testing- We will visit the site as requested by your designated representative, which will include mobilization to site, field testing, and reporting. We understand that in-place soil density testing will be required for trench backfill for the replacement of water and sewer main and appurtenances, subgrade and roadbase material.
3. Laboratory Testing of Soils- As necessary during the course of our services, we will perform moisture-density relationship (proctor) tests. We estimate up to 8 proctors will be required for native material, trenching material, and road base material.
4. In-Place Asphalt Density Testing- We will visit the site as requested by your designated representative, which will include mobilization to site, field testing, and reporting. We understand that in-place asphalt density testing will be required for pavement re-surfacing following trenching and backfill. Our relative density tests for asphalt will be based on an asphalt marshall density provided by others.

Our scope of services **does not** include the following:

- Field laboratory testing, or engineering consultation services requested by parties other than our client.

#### **PERFORMANCE SCHEDULE**

Services will be performed in accordance with our February 4, 2015, Master Service Agreement. Upon receipt of a properly executed copy of this Task Order, we will be available to perform the services described herein at the request of your authorized representative. A minimum of one working day's notice is required prior to each day of requested field or laboratory testing.

#### **FEES**

Our fee for services performed will be charged at our current hourly, unit, and expense rates, not to exceed \$9,600.00 as summarized below. Our fee estimate is based on the information provided in the Project Manual supplied by the City of Green River, the project duration of 90 calendar days, and similar project experience. Our fee is highly dependent on the contractor's means and methods of construction, schedule, and performance, and may be more or less than the estimate provided.

<u>Description</u>	<u>Estimated Technician Hours</u>	<u>Estimated Fee</u>
Concrete Testing	16 hours	\$ 2,200.00
Soil/Asphalt Density Testing	80 hours	<u>\$ 7,600.00</u>
	Total	\$ 9,600.00

If services in addition to the proposed scope of services appear necessary, we will perform such services at our current hourly, unit, and expense rates upon written authorization from the City of Green River. This proposal is valid if accepted by April 30, 2016.

Mark Westenskow, P.E.  
City of Green River  
March 7, 2016  
Page 3

Job No. 17785-GM

**CLOSURE**

We appreciate the opportunity to submit this proposal. If you have any questions, please contact us at 307-875-4394.

Sincerely,

INBERG-MILLER ENGINEERS

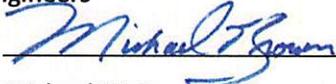


Michael W. Brown, P.E.  
Civil Engineer/Green River Office Manager

MWB:mrs\P:\17785-GM-CITY OF GREEN RIVER-2015-17 Capital Improvements Projects\Contracts\Task Order 7 - Southside Water System Improvements Phase III\17785-GX CITY OF GREEN RIVER Cap Improvements Task Order 7 prp.docx

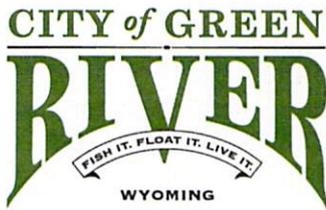
**TASK ORDER NO. 7 ACCEPTED**

**Inberg-Miller Engineers**

Signature:   
Print Name: Michael W. Brown, P.E.  
Title: Vice President  
Date: March 7, 2016

**City of Green River**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 8, 2016	Department: Public Works
Meeting Date: March 15, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

**Subject:**

*Amendment #6 to the Landfill Engineering Services Agreement with Inberg-Miller Engineers*

**Background/Alternatives:**

*The City entered into a Landfill Engineering Services Agreement with Inberg-Miller Engineers (IME) in 2009. Since that time, IME has provided landfill groundwater monitoring and closure permitting assistance to the City. The current Amendment #6 would extend the term of IME services to the City related to landfill groundwater monitoring and landfill closure design in compliance with the City's Cease and Transfer Grant and Loan parameters.*

**Attachments:** Amendment #6

**Fiscal Impact:**

*Amendment #6 would authorize \$114,100 for Landfill Engineering Services. Of this amount, \$11,200 would be used for groundwater monitoring (LFDIRT). The remaining \$102,900 would be used for surveying existing conditions and design of final contours for the landfill closure, as required as part of the Cease and Transfer Program (TRST). The programs identified have adequate budget authority for this Amendment. Landfill closure activities are eligible for reimbursement through the Cease and Transfer Program.*

**Staff Impact:**

*Staff from the Solid Waste Division will coordinate quarterly landfill groundwater testing. Staff from Solid Waste and Engineering will coordinate Landfill closure design activities.*

**Legal Review:** Complete

**Suggested Motion:**

I move to approve Amendment #6 to the Landfill Engineering Service Contract with Inberg-Miller Engineers, in the amount of \$114,100, and authorize the Mayor to sign the Amendment.



# INBERG-MILLER ENGINEERS

Quality Solutions Through Teamwork

February 22, 2016

5541-RE/RW

6 PDF PAGES EMAILED: [mpond@cityofgreenriver.org](mailto:mpond@cityofgreenriver.org)  
This Constitutes the ORIGINAL

Mark Pond, Interim Solid Waste Supervisor  
City of Green River  
50 East 2<sup>nd</sup> North  
Green River, WY 82935

RE: **REVISED** AMENDMENT NO. 6 TO OUR  
JULY 1, 2009 SERVICE AGREEMENT  
FOR LANDFILL ENGINEERING SERVICES  
GREEN RIVER LANDFILL  
GREEN RIVER, WYOMING

Dear Mark:

The purpose of this Amendment is to amend our Service Agreement and Appendix A dated July 1, 2009. ***This revised Amendment supersedes our previous Amendment dated September 8, 2015, by extending the term of agreement.***

## SERVICE AGREEMENT

Revise the following Section as follows:

### SECTION 29.1: TERM OF AGREEMENT

The term of this AGREEMENT shall be extended commencing on July 1, 2015, and ending on ***December 31, 2016***. IME shall not commence work or services under this AGREEMENT until the CLIENT executes and delivers a copy of this AMENDMENT to IME.

## APPENDIX A

### PROJECT DESCRIPTION

#### Closed Landfill (#10.256)

Annual inspections are required to document closure conditions of the old landfill.

#### Existing Landfill (#10.255)

Groundwater sampling and monitoring is now required to be performed on a semi-annual basis with statistical analysis performed after each event in accordance with the WDEQ-SHWD Minor Permit Change Letter dated June 28, 2012.

124 East Main Street  
Riverton, WY 82501  
307-856-8136  
307-856-3851 (fax)  
riverton@inberg-miller.com

1120 East "C" Street  
Casper, WY 82601  
307-577-0806  
307-472-4402 (fax)  
casper@inberg-miller.com

350 Parsley Boulevard  
Cheyenne, WY 82007  
307-635-6827  
307-635-2713 (fax)  
cheyenne@inberg-miller.com

193 West Flaming Gorge Way  
Green River, WY 82935  
307-875-4394  
307-875-4395 (fax)  
greenriver@inberg-miller.com

830 E. Richards Suite #1  
Douglas, WY 82633  
307-359-7000  
307-460-7600 (fax)  
ctwiford@inberg-miller.com

Final design and bidding of the landfill closure will be required. The timing of these services will depend on the remaining life of the landfill.

#### **SCOPE OF SERVICES**

Our scope of services includes the following:

##### **Closed Landfill (#10.256)**

Annual inspections are required to document closure conditions of the old landfill. We will perform the closure observations during scheduled sampling events.

##### **Existing Landfill (#10.255)**

###### ***Environmental Monitoring***

We propose to continue to collect groundwater samples and submitting the samples for analytical testing from the four monitoring wells (IME-10, IME-11, IME-12, and IME-13) and one existing monitoring well (IME-7), if it produces enough water, for the required baseline inorganics in January and baseline inorganics and Appendix A parameters in July. Samples will be submitted directly to Energy Laboratories for testing. The testing costs will be billed to the City of Green River directly by Energy Laboratories. We will also measure for the presence of methane in the monitoring wells. A report on each sampling event will be prepared with field notes, methane monitoring data, groundwater elevation data, site hydrograph, potentiometric map, site map, analytical data summary tables, and laboratory reports. A PDF version of this report, along with the electronic file version of the chemical analyses and groundwater elevations will be emailed to you for review, and upon your approval, will be sent to the Wyoming Department of Environmental Quality-Solid and Hazardous Waste Division (WDEQ-SHWD).

We propose compiling the data and performing a statistical analysis of the groundwater for each event. This phase of the project will include requiring a renewal of the Sanitas license for the Green River Landfill. A statistical report will be prepared and will include conclusions about any impacts the landfill may have had to groundwater. Our conclusions will be based upon the statistics, data reliability, groundwater flow direction, seasonal variations, and our experience.

We will include inspection of the closed landfill during our site visits for the environmental monitoring in order to provide the necessary documentation as to the performance of the closure.

###### ***Closure Design***

We propose to prepare the final closure design and specifications to allow for bidding of the project. We anticipate that the preparation of the plans and specifications will occur this fiscal year with construction in fiscal year 2016-2017.

We propose to field survey the existing and proposed new property corners for the closure boundary and topographic surveying of the active areas to allow for final grade design as accurately as possible.

**FEES**

Our fee for services performed will be charged at our current hourly, unit, and expense rates. We estimate the cost of the proposed scope of services described above to be as follows:

Fiscal Year 2015 - 2016

<b>Tasks</b>	<b>Units</b>	<b>Estimated Fees</b>
<b><i>Closure Permitting-#10.256</i></b>		
1. Annual inspections <sup>1</sup>		\$1,500.00
<b><i>2013-2014 Groundwater Sampling and Analytical Testing-#10.255<sup>2</sup></i></b>		
1. Sample and Semi-Annual Reporting for 5 Monitoring Wells in July and January, perform inspections of closed landfill cover	2 events at \$3,200.00	\$6,400.00
2. Statistical Analysis and Report for July and January sampling events	2 events at \$1,500.00	\$3,000.00
3. Annual Sanitas License Maintenance Fee	1 event at \$300.00	\$300.00
<b><i>Closure Permitting-#10.255</i></b>		
1. Final Design, Plans and Specifications		\$90,400.00
2. Set 11 new Corners, resurvey control <sup>3</sup>		\$5,000.00
3. Topographic Surveying of Active Areas for Final Grade Control <sup>3</sup>		\$7,500.00
<b><i>Estimated Total</i></b>		<b><i>\$114,100.00</i></b>

<sup>1</sup> Coordinated with sampling events.

<sup>2</sup> Analytical testing costs will be billed by Energy Laboratories directly to the City of Green River.

<sup>3</sup> Surveying tasks to be coordinated together, needs to occur prior to final design.

If services in addition to the proposed scope of services appear necessary, we will perform such services at additional cost.

**PERFORMANCE SCHEDULE**

Upon receipt of a properly executed copy of this Amendment, we will be available to continue to perform professional services.

**CLOSURE**

We appreciate the opportunity to submit this Amendment to our Service Agreement. Please have your authorized representative (i.e. corporate officer, manager, public official, property owner) execute the Amendment where indicated and return a full and complete copy of the Amendment to our office.

Mark Pond, Interim Solid Waste Supervisor  
City of Green River  
February 22, 2016  
Page 4

5541-RE/RW

If you have any questions regarding this Amendment, please contact us at 307-856-8136.

Sincerely,

INBERG-MILLER ENGINEERS



Steven F. Moldt, P.E.  
President & CEO

SFM\\time01\projects\5541\5541 green river If permitting\contracts\5541 2010 contract\5541-re-rw revised - am6.docx

Enclosure: Schedule of Fees & Available Services

**AMENDMENT NO. 6 ACCEPTED**

**Inberg-Miller Engineers**

**City of Green River**

Signature:   
Print Name: Steven F. Moldt, P.E.  
Title: President & CEO  
Date: February 22, 2016

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

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## SCHEDULE OF FEES & AVAILABLE SERVICES

EFFECTIVE JULY 1, 2014

### PERSONNEL

Professional Engineer/Scientist I - VII .....	\$85.00 to \$145.00 /Hour
Professional Land Surveyor I - III.....	\$115.00 to \$135.00 /Hour
Senior Staff Engineer/Scientist I – III.....	\$100.00 to \$120.00 /Hour
Staff Engineer/Scientist I – III.....	\$75.00 to \$95.00 /Hour
CAD Drafting Technician I - III .....	\$75.00 to \$95.00 /Hour
2-Person Survey Crew .....	\$130.00 /Hour
GPS Technician/Party Chief I – III.....	\$85.00 to \$95.00 /Hour
Drilling Manager .....	\$75.00 /Hour
Project Support.....	\$80.00 /Hour
Engineering Technician/Survey Technician I – VII .....	\$55.00 to \$85.00 /Hour
Clerical.....	\$45.00 /Hour

### EQUIPMENT

Vehicle.....	\$8.00 /Hour.....	\$50.00 /Day, *plus \$1.00 /Mile
One-Ton Flat Bed Truck .....	\$10.00 /Hour .....	\$60.00 /Day, *plus \$1.50 /Mile
Drill Rig.....		\$2.30 /*Mile
ATV .....		\$100.00 /Day
UTV.....		\$250.00 /Day
Nuclear Gauge.....	\$10.00 /Hour .....	\$50.00 /Day
GPS/RTK System.....	\$50.00 /Hour .....	\$300.00 /Day
Robotic Total Station.....	\$40.00 /Hour .....	\$200.00 /Day

**\* Fuel Surcharge:** Mileage rate is based on fuel prices as of July 2014 (Source: wyominggasprices.com). If fuel prices increase over 15% from July 2014 rates, the percentage of increase will be added to all mileage rates.

### EXPENSES

Additional Hard Copies of Bound Reports (Less Than 100 Pages).....	\$35.00 /Copy
Motel, Meals, Prints, Postage, Equipment Rental, Photocopies, and Other Miscellaneous Supplies .....	Direct Expense, Plus 10%
Subconsultant Services Secured With Client's Approval .....	Direct Expense, Plus 15%
Communication Expenses .....	2.5%
All Other Equipment and Materials Not Listed.....	<b>BY QUOTATION</b>

### **NOTES:**

- All field charges begin at the time of departure and terminate at the time of return to the point of origin and/or place of lodging while away from the principal office, less time off for the convenience of the personnel.
- At client's request, or convenience, these hourly rates will be increased by fifty (50) percent to cover direct additional payroll and payroll-related charges for work requested on Holidays.
- All rates apply to travel time, stand-by time, project management, consultation, and report preparation time, unless noted otherwise.
- Inberg-Miller Engineers will prepare an estimated budget for services based upon client's detailed scope of services, if requested. Please be informed that project management and project support costs are a necessary part of any services provided. Final invoiced amounts may vary from estimated amounts depending on variations in scope, time of performance, and/or changes in anticipated conditions. Any items not specifically listed are by quotation.

Client: City of Green River

Date Issued: February 22, 2016

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**CIVIL ENGINEERING..... BY QUOTATION**

- Highway Design, Street Design, Grading and Drainage Design
- Solid Waste Planning; Landfill, Baler, and Transfer Station Design and Permitting
- Water System Design, Sanitary Sewer Design, Storm Sewer Design
- Irrigation and Drainage Design, Hydrologic and Hydraulic Analysis
- Residential and Commercial Subdivision Design
- Site Design for Commercial Developments and Schools
- Spill Prevention Control and Countermeasure (SPCC) Plans
- Stormwater Pollution Prevention (SWPPP) Plans
- Mine Permitting and Mine Reclamation Design
- Construction Contract Administration and Construction Observation

**GEOTECHNICAL ENGINEERING..... BY QUOTATION**

**FIELD SERVICES**

- Subsurface Exploration, Contract Drilling, Direct Push Exploration, Rock Coring
- Drilling and Sampling (Small, Medium and Large Diameter Test Borings)
- Foundation Analysis and Design Recommendations
- Earth Dam & Reservoir Design and Reconnaissance, Slope Stability Analysis
- Explorations for Roadway; Borrow Sources and Aggregate Sources on Highway Construction
- Monitor Well Installation, Development, Purging, Sampling, Abandonment
- Field Sampling and Testing of Soil, Groundwater, and Air
- Ground Water Pumping/Drawdown Tests, Permeability/Density of In-Place Soil

**LABORATORY SERVICES**

- Moisture-Density Relations of Soils, Particle Size Analyses, Soil Index Tests
- Soil Classification, Strength Tests, Volume Change, California Bearing Ratio Test
- Triaxial Shear Strength Tests, Permeability Tests, Corrosivity Tests (Soil)
- Analytical Testing of Soil and Ground Water Samples, Packaging and Handling of Samples
- Mobile Laboratory

**CONSTRUCTION MATERIALS TESTING AND OBSERVATION..... BY QUOTATION**

**FIELD AND LABORATORY SERVICES**

- Soils/Aggregates, Portland Cement Concrete and Masonry, Asphalt Concrete
- International Code Council (ICC) Structural Masonry Inspection and Structural Steel, Bolting, and Welding Inspections (S1 & S2 Level)

**ENVIRONMENTAL ENGINEERING..... BY QUOTATION**

- Solid Waste Disposal Design and Permitting
- Categorical Exclusions, Phase I, II, and III Site Assessments, Extent of Contamination Studies
- Soil and Groundwater Remediation Systems Design and Implementation
- Monitor Well Installation, Development, Purging, Sampling, and Abandonment
- Field Sampling and Testing of Soil, Groundwater, and Air
- Geologic Cross-Sections, Contaminant Isoconcentration Maps

**LAND SURVEYING..... BY QUOTATION**

- PROPERTY SURVEYS: Subdivision Platting and Mapping, Farm/Ranch Surveys, Cadastral Surveys, Boundary Retracement
- ENGINEERING SURVEYS: Topographic Surveys, Highway, Street, and Road Design Surveys, River and Flood Plain Cross-Sections
- UTILITY SURVEYS: Preliminary, Construction, and As-Built Surveys for Cross-Country Pipelines and Power Transmission Lines
- CONSTRUCTION SURVEYS: Highways, Utilities, Bridges
- MISCELLANEOUS: Mine Reclamation Surveys, Water Rights, Mining Claims
- ALTA/ACSM Land Title Detailed Property Surveys

Payment is due upon presentation of invoice, and is past due 30 days from invoice date. A finance charge of one and one-half (1½) percent per month, or the maximum rate allowed by law, will be assessed against the unpaid balance



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 03/10/16	Department: Animal Control
Meeting Date: 3/15/16	Department Head: Chris Steffen
	Presenter: Tracy Wyant

**Subject:**

Hill's Food Shelter & Love Program renewal

**Background/Alternatives:** *In 2005 we enrolled in the Hill's Food Shelter Program. The program provides high quality food delivered to our shelter for shelter pets at a reduced price. Resulting in hundreds of dollars saved in food. In addition Hill's provides information to adopters and welcome packages. They also send us, at no charge, adopter bags of food to give out with every adoption. This program has saved staff time in cleaning and is very well received by the citizens that adopt from us. This contract is renewed every 3 years.*

**Attachments:** A copy of the contract.

**Fiscal Impact:** \$ .35 per pound per bag. Animal Control Saves 74% of current price list of 20-35lb bags of kitten and cat food and 56% discount on 40lb bags of dog and puppy food. This high quality food suggests we feed 3 cups a day max for adult dogs and approx. 1/3 cup for cats.

**Staff Impact:** Under this contract we are required to submit adopter information electronically. We order weekly depending on the amount of animals at the shelter and the food is delivered directly to the shelter.

**Legal Review:**

*Pending legal review. The agreement was sent to the city attorney via email on 3-09-16 for review.*

**Suggested Motion:**

Approve program renewal

**SHELTER AGREEMENT**

THIS AGREEMENT is made and entered into the \_\_\_\_\_ day of \_\_\_\_\_ (month), \_\_\_\_\_ (year) (the "Effective Date"), by and between **HILL'S PET NUTRITION SALES, INC.**, a Delaware corporation with its principal place of business located at 400 SW 8<sup>th</sup> Avenue, Topeka, Kansas 66603 ("Hill's"), and **CITY OF GREEN RIVER**, with its principal place of business located at 80 E Teton Blvd, Green River, WY 82935-5699 ("Shelter").

WHEREAS, Hill's and the Shelter desire to enter into an arrangement whereby Hill's provides and/or makes available Hill's® Science Diet® pet food, under specified terms, for the express and limited purpose of feeding cats and dogs being cared for by Shelter ("In-Shelter Food"), in exchange for the Shelter:

- (i) exclusively feeding In-Shelter Food to cats and dogs being cared for by the Shelter ("Pets"); and
- (ii) actively displaying and communicating Hill's Food, Shelter & Love® partnership, as specified herein, in the course of Shelter's public communications and Pet adoption activities.

NOW, THEREFORE, in consideration of the mutual agreements, covenants, and provisions contained herein, the parties agree as follows:

1. Hill's Obligations. Hill's covenants and agrees that it will:

- (a) Provide and/or make available In-Shelter Food to the Shelter under terms as specified in Section 4 and **Appendices A and B**, subject to the following:
  - (i) The type and quantity of In-Shelter Food provided and/or made available by Hill's to Shelter shall be agreed to in writing. Hill's reserves the right to substitute or designate the type of In-Shelter Food.
  - (ii) Hill's shall provide and/or make available In-Shelter Food at the list price minus any discount as specified in **Appendix B**. All pricing is subject to change with 30 days written notice.
  - (iii) The parties acknowledge that unforeseen business conditions may require the Shelter to request an increase in the food allotment. Any such increases shall be considered on a case-by-case basis, and if mutually agreed to, shall be memorialized in writing.
  - (iv) Hill's may take any legally permissible action that, in Hill's discretion, is necessary to prevent or stop the unauthorized resale or distribution of the In-Shelter Food and Adopter Kits.
- (b) Give Shelter access to Hill's Shelter Web Portal (the "Portal"), which enables Shelter to retrieve a library of relevant information, such as articles, links to important organizations and other shelter resources. Additionally, it allows the Shelter to manage and monitor all food and promotional material orders, track Shelter monthly progress as well as conveniently submit adopter names and information and renew Shelter contracts; and
- (c) For the duration of the Agreement, grant Shelter a non-exclusive, limited, non-transferrable, revocable, non-royalty bearing license to use Hill's trademarks, logos, and other intellectual

property as may be required by Shelter to fulfill its promotional activities pursuant to Section 2, below.

2. Shelter's Obligations. Shelter hereby covenants and agrees that it will:
- (a) Maintain its credentials and standards of care for Pets at all times during this Agreement, including without limitation to the following:
    - (i) Maintaining in good standing its status as a 501(c)(3) not-for-profit organization or as a governmental entity, and notify Hill's immediately of any actual or threatened revocation of that status;
    - (ii) Housing all Pets in a safe, caring, clean and socially-enriched environment;
    - (iii) Refraining from subjecting or exposing Pets to abusive or inhumane treatment;
    - (iv) Educating Pet adopters about caring for Pets; and
    - (v) Employing, or affiliating with, one or more veterinarians who can and do provide on-going healthcare for Pets.
  - (b) Purchase In-Shelter Food for the purpose of exclusively feeding In-Shelter Food to cats and dogs being cared for by the Shelter (as set forth in Section 4 and Appendix A of this Agreement), unless there is a medical or other condition that would prohibit the use of the In-Shelter Food for a particular pet;
  - (c) Make good faith efforts to ensure that Shelter's employees and volunteers involved with the Pet adoption process are trained to educate Pet adopters about Hill's' brands and products (including through the use of adopter script in **Appendix D**, and other instruction materials provided by Hill's from time to time);
  - (d) Actively and exclusively display and communicate Hill's Food, Shelter & Love® partnership, including without limitation the following:
    - (i) Prominently displaying Hill's products and/or point-of-purchase materials;
    - (ii) At time of adoption, promote the Shelter's exclusive feeding of In-Shelter Food to Pets, providing adopters with an adopter kit ("Adopter Kit") as specified in **Appendix C**, and any other communication assets as may be designated by Hill's from time to time. Shelter shall order and maintain, at no cost to Shelter, a sufficient inventory of Adopter Kits needed to fulfill its obligations hereunder. For the avoidance of doubt, Adopter Kits are to be used by Shelter for adoptions only, and any other use (including without limitation, resale or unauthorized diversion) is strictly prohibited and will constitute a material breach of this Agreement;
    - (iii) Providing other communication assets to the public, as specified in **Appendix D** or, as may be designated by Hill's in writing from time to time; and
    - (iv) On any website operated by or on behalf of Shelter, maintaining a landing page containing a display of the Science Diet logo with an active link to Hillspet.com; and

- (v) Not promoting, displaying, distributing, endorsing, or feeding any competitive brands and/or products of pet food; with the exception that Shelter may redistribute other brands of donated pet food products so long as such redistribution does not constitute direct or implied endorsement of such donated product.
- (e) Provide Hill's with the following Pet and Pet adopter information in electronic format or such other format acceptable to Hill's, provided that at all times Shelter complies with (i) applicable law including any applicable privacy and disclosure laws in collecting and then sharing the information with Hill's; and (ii) the Data Submission and Privacy Policy contained in **Appendix E**:
  - (i) Pet adopter name, address and a minimum of 75% of adopters' e-mail addresses (provided they have consented to participate in the Hill's New Pet Parent program);
  - (ii) the adopted Pet's name, breed, and date of birth; and
  - (iii) the adoption date, adoption location, brand of adopter bag provided (Science Diet or Ideal Balance),
 In addition, Shelter will provide Hill's with monthly Pet adoption numbers and updated shelter contact information as specified in **Appendix E**.
- (f) Provide Hill's with a right of first refusal for all pet food company sponsorship opportunities;
- (g) Provide Hill's with a delivery address of either a physical shelter with a business sign and posted operating hours, a veterinary clinic, or a pet-related business; and
- (h) Order and replenish In-Shelter Feeding and Adopter Kit materials through the Hill's Shelter portal.

### 3. Term and Termination.

- (a) This Agreement shall become effective upon the Effective Date, and shall remain in effect for one (1) year ("Initial Term"). At the end of the Initial Term, the Agreement shall automatically renew for two (2) successive terms of one (1) year each (each, a "Renewal Term") unless either party notifies the other at least thirty (30) calendar days prior to the end of the Initial Term or any Renewal Term of its wish not to renew for a subsequent Term.
- (b) This Agreement may be terminated at any time:
  - (i) by either party, for any reason or no reason whatsoever, upon the delivery of thirty (30) calendar days' written notice to the other party;
  - (ii) by either party, immediately upon written notice to the other party, if a party ceases doing business, becomes insolvent, makes a general assignment for the benefit of creditors, has a receiver appointed for its assets, or an order has been made for its "winding-up"; and
  - (iii) by Hill's, immediately upon written notice to Shelter, if (A) Shelter loses and/or fails to maintain its status as a 501(c)(3) not-for-profit organization or governmental entity; (B) Shelter breaches its material obligations (including, but not limited to, nonpayment or any obligations under Section 2); or (C) Shelter's account remains inactive for a minimum of three (3) months.
- (c) Upon the expiration or termination of this Agreement, Hill's shall cease providing the In-Shelter Food, and the Shelter shall within thirty (30) days thereof pay any outstanding amounts owed

to Hill's. Additionally, the Shelter shall return to Hill's or, at Hill's discretion, make available for pick up by Hill's or its designated agents, any Hill's promotional materials which Hill's had provided to the Shelter (including without limitation, any coupons, pet food trial bags, point-of-purchase materials and display racks).

4. Sales and Payment Terms.

- (a) Hill's will invoice Shelter for In-Shelter Food at list prices reflecting the discounted amount. Upon receipt of invoice, Shelter shall remit payments to Hill's.
- (b) All list prices and/or discount amounts listed in **Appendix B** are subject to change upon thirty (30) days written notice.
- (c) Nothing in this Agreement shall prohibit Shelter from purchasing Hill's products through Hill's normal sales channels. Shelter agrees such products are not purchased for resale and that such products will not be re-sold unless Shelter is approved by Hill's as an authorized Hill's retailer.

5. Confidentiality. The Shelter agrees that, to the extent permitted by law, it shall maintain in confidence and shall not disclose to any third party the terms of this Agreement without the prior written consent of Hill's.

6. Hill's Policies. Shelter represents and warrants that it is in compliance with Hill's Supplier/Business Partner Code of Conduct as of the Effective Date and will remain in compliance throughout the term of this Agreement, as it may be amended from time to time. Hill's Supplier Code of Conduct can be found at <http://www.colgate-palmolive.com> under website tabs "Contact Us" and "Supplier Information". Additionally, attached and incorporated by reference to this Agreement as **Appendix F** is a copy of Hill's FCPA and Anti-Bribery Policy. Supplier represents and warrants that it has reviewed the contents of Hill's FCPA and Anti-Bribery Policy and agrees that it shall abide by the terms of such Policy.

7. Audit. Upon reasonable notice and within the Shelter's normal business hours, Hill's shall have the right to audit and inspect the Shelter's facilities, books, documents, papers and records directly relating to Shelter's performance obligations under Sections 2 and 4, above.

8. Indemnification. Each party (as indemnitor) agrees to indemnify and hold the other party (as indemnitee) harmless against and from any and all losses, claims, damages or liabilities, joint or several, to which the indemnitee may become subject as the result of acts or omissions, by the indemnitor in connection with the performance of the indemnitor's duties under this Agreement or as the result of its material breach of any representation, warranty, covenant or agreement pertinent to this Agreement. This indemnity provision shall survive the termination of this Agreement.

9. Assignment. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto, provided, however, neither party to this Agreement shall assign its interest or obligations herein, including, but not limited to, the assignment of any monies due and payable, without the prior written consent of the other party, which consent shall not be unreasonably withheld.

10. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Kansas without regard to its principles governing conflicts of law.

- 11. Waiver. No failure by either party hereto at any time to require performance by the other party of any of the conditions, terms, or provisions of this Agreement shall in any way affect such party's right thereafter to enforce the same or any other condition, term or provision of this Agreement; nor shall any waiver by either party of any breach of this Agreement, or of any term, condition, or provision hereof, be taken as or held to be a waiver of any subsequent breach, or of the right to terminate this Agreement for any subsequent breach of the same or any other condition, term, or provision of this Agreement.
- 12. Entire Agreement. This Agreement embodies the entire agreement of the parties in relation to the subject matter hereof and supersedes all previous agreements, arrangements and understandings, verbal or otherwise, in relation thereto. There are no representations, either oral or written, upon which either party relies as an inducement to enter into this Agreement other than those set forth herein. Except as expressly provided herein, no change in, addition to, or deletion from any portion of this Agreement shall be valid or binding upon the parties unless it is declared expressly to be a modification of this Agreement and is approved as such in writing by each party.
- 13. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the duly-authorized representatives of the parties hereto have executed this Agreement the day and year first above written.

**CITY OF GREEN RIVER**

By: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Title: \_\_\_\_\_

**HILL'S PET NUTRITION SALES, INC.**

By: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Title: \_\_\_\_\_

**List of Appendices**

- A – Hill's Terms and Conditions of Sale
- B – Applicable Discount for In-Shelter Food
- C – Adopter Kit Materials
- D – Materials Pursuant to Sections 2(c) and 2(d)
- E – Data Submission and Privacy Policy
- F – Hill's FCPA and Anti-Bribery Policy

**APPENDIX A**  
**Hill's Terms and Conditions of Sale**

Orders. All orders for HILL'S® SCIENCE DIET® products accepted by HILL'S shall be subject to HILL'S terms and conditions as set forth in this Agreement. It is expressly understood and agreed by the Shelter that HILL'S shall have the right at its sole option to amend these terms and conditions from time to time, including without limitation, payment terms, shipping terms, pricing and discounts. HILL'S shall not be obligated to accept any order. In the event of partial shipment of an order, the order shall be accepted only to the extent of such shipment.

Shipping Terms. The shipping terms for all SCIENCE DIET products ordered under this Agreement will be prepaid FOB origin of shipment which, for purposes of this Agreement, means that HILL'S shall prepay freight costs but that title and risk of loss shall pass from HILL'S to Shelter at the point the SCIENCE DIET products are loaded onto the common carrier at HILL'S plant or warehouse facility. Unless otherwise specified in this Agreement, shipping terms used in this Agreement shall have the meanings adopted by the International Chamber of Commerce in "INCOTERMS - 2010".

Payment.

- (a) Unless Shelter shall have secured prior written approval from HILL'S in Topeka, Kansas, of other terms of payment, payment shall be made by Shelter in U.S. dollars.
- (b) Terms of payment shall be determined at the sole discretion of HILL'S and will be communicated to the Shelter in writing. Shelter shall be eligible for payment terms of Net 30 Days from date of invoice, provided HILL'S receives and approves the following Shelter documents: (i) annual audited financial statements (within 90 days of fiscal year end); and (ii) quarterly internal financial statements (true and accurate profit and loss statement, balance sheet and cash flow statement) if available. Shelter must provide true and accurate annual financial information in order to remain on 30-day terms.
- (c) Shelter's account with HILL'S must remain current at all times. Failure by Shelter to make payments when due may result in HILL'S denial of further shipments until Shelter's account is brought current.
- (d) A monthly charge of 1.5% or the highest allowable interest will be applied to any past due balance. A charge of \$15.00 will be added to any dishonored check/instrument, in addition to any other charge permitted under the laws of the State of Kansas. Past due accounts are subject to HILL'S credit limits/restrictions. In the event litigation or collection action is commenced by HILL'S to enforce payment of any overdue balance on Shelter's account, Shelter shall be responsible for payment of all HILL'S legal fees, court costs, and other expenses incurred by HILL'S or their authorized agent in relation thereto.

Damaged/Outdated Product. Shelter shall not, under any circumstances and regardless of whether or not Shelter is entitled to remedy from Hill's in accordance with Hill's limited warranty as set forth below, sell or transfer any damaged or out-of-date product without prior inspection and written consent of HILL'S. Product shall be considered to be damaged in any of the following circumstances: (i) for spoilage by fire, water or other such occurrence; (ii) if Shelter claims it is damaged and HILL'S approves such claim, or (iii) if it is considered by HILL'S to be in a condition which is inappropriate for sale. SCIENCE DIET products shall be considered out of date after the "Best Before" date stated on the packaging. In the event product becomes damaged or out-of-date, HILL'S reserves the right at its sole option to require Shelter either to dispose of such product in accordance with HILL'S instructions and to provide HILL'S with proof of such disposition or to return such product to a place to be designated by HILL'S at HILL'S expense.

Limited Warranty of HILL'S

- (a) HILL'S warrants that all SCIENCE DIET products packaged in cans will remain merchantable for twenty-four (24) months from the date of manufacture as provided on such packaging. HILL'S warrants

that all dry SCIENCE DIET products will remain merchantable for eighteen (18) months from the date of manufacture as provided on such packaging. The foregoing limited warranties do not extend to products which are not stored: (i) between 50-120 degrees Fahrenheit at all times after shipment by HILL'S; (ii) in a commercially reasonable manner; (iii) in an appropriate insect and rodent controlled environment, or (iv) in damage-free packaging, except to extent the packaging was damaged before shipment by HILL'S, or in the event packaging is otherwise damaged by fire, flood, storm, earthquake or other such occurrence following shipment of the product by Hill's to Shelter.

(b) HILL'S liability for any loss or damage arising out of or in connection with the sale or use of SCIENCE DIET products shall be limited to replacement of any defective products and in no event shall HILL'S be liable for consequential, special, indirect or other damages resulting from commercial loss.

(c) Claims for loss or damage arising out of or connected with the sale or use of SCIENCE DIET products must be submitted in accordance with HILL'S published bulletins regarding such claims. These bulletins, as amended from time to time, will be furnished to Shelter by HILL'S.

**LIMITATION OF LIABILITY THE FOREGOING LIMITED WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE FOREGOING LIMITED WARRANTIES ARE LIMITED TO DEFECTS SOLELY ATTRIBUTABLE TO HILL'S. AND IN NO EVENT WILL HILL'S BE LIABLE FOR CONSEQUENTIAL, SPECIAL OR INDIRECT DAMAGES IN ANY ACTION, EVEN IF HILL'S HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.**

**APPENDIX B**  
**Applicable Discount for In-Shelter Food**

<b>SKUs</b>	<b>SKU Description</b>	<b>Lbs</b>	<b>% Discount off then-current List Price</b>
2092	Science Diet Kitten Healthy Growth	35	<u><b>74.00 %</b></u>
6801	Science Diet Feline Adult Optimal Care Pro Pack	20	<u><b>74.00 %</b></u>
2091	Science Diet Puppy Healthy Growth	40	<u><b>56.00 %</b></u>
6735	Science Diet Canine Adult Advanced Fitness Pro Pack	40	<u><b>56.00 %</b></u>

**APPENDIX C**  
**Adopter Kit Materials**

Adopter kit will consist of:

- 1 Hill's® Science Diet® or Hill's® Ideal Balance™ transition bag
  - o Feline: 1.00 Lbs. Bag
  - o Canine: 2.00 Lbs. Bag
- 1 Hill's Pet Nutrition adopter coupon on the bag
- New Pet Parent website content
  - o A digital Best Friend Guide available
  - o Additional Hill's Pet Nutrition digital coupons

The following transition bags will be available:

Feline:

- Science Diet® Kitten Healthy Development
- Science Diet® Feline Adult Optimal Care®
- Ideal Balance™ Kitten
- Ideal Balance™ Feline Adult

Canine:

- Science Diet® Puppy Small Bites
- Science Diet® Puppy Large Breed
- Science Diet® Canine Adult Advanced Fitness
- Ideal Balance™ Puppy
- Ideal Balance™ Canine Adult

**APPENDIX D****Materials Pursuant to Sections 2(c) and 2(d)**

HILL'S RESERVES THE RIGHT TO AMEND OR SUBSTITUTE THESE MATERIALS DURING THE TERM OF THE AGREEMENT.

**A. ADOPTION SCRIPT**

**During the adoption process, shelter staff will communicate and provide the following Hill's Food, Shelter & Love® program components to the new pet parent:**

- 1 –Pets in the shelter are fed Hill's® Science Diet® brand pet foods
- 2 – Benefits of choosing Science Diet or Ideal Balance for their newly adopted pet
- 3 – Science Diet or Ideal Balance trial bag
- 4 –Hill's Pet Parent portal and its benefits

**Here is a tentative adoption script:**

- *"At 'shelter name', we're proud to be part of the Hill's Food, Shelter & Love® program and we feed our pets Hill's® Science Diet® brand pet foods*
  - *We offer all our new pet parents the opportunity to participate in the Hill's New Pet Parent program. As part of the Hill's New Pet Parent program, you will receive an email with a link to Hill's New Pet Parent website, and more information about the Hill's food, the Adoption Kit and other tips for new pet parents. If at any time you wish to no longer receive emails about the Hill's New Pet Parent program, you may opt-out at the link at the bottom of the emails, or otherwise contact Hill's at [Hills Corporate Consumer Affairs@hillspet.com](mailto:Hills_Corporate_Consumer_Affairs@hillspet.com) or call 1-800-445-5777.*
- *We suggest that you continue feeding "Pet's name" Hill's Science Diet:*
  - *Continuity and consistency of food helps avoid the stress of switching*
  - *While feeding Science Diet, you are offering "Pet's name" a pet food that is or has:*
    - *Vets' #1 Choice to feed their own pets*
    - *Proven benefits that promote vitality and well-being*
    - *Extensive portfolio of nutrition for every lifestage that also includes solutions to address a variety of health needs*
    - *Precisely prepared with natural ingredients, plus vitamins, minerals and amino acids*
    - *High quality protein 1st ingredient (dry foods)*
    - *No chicken by-product meal*
    - *Made in Hill's own USA facilities (dry foods)*
    - *100% satisfaction guaranteed or your money back*
- *If you would prefer to feed Hill's Ideal Balance to "Pet's name," here are a few of the benefits:*
  - *Natural ingredients perfectly balanced with added vitamins, minerals and amino acids*
  - *No corn, no wheat, no soy or artificial colors, flavors or preservatives*
  - *100% satisfaction guaranteed or your money back*
  - *Made in the USA (dry foods)*
  - *Here is a transition bag for "Pet's Name." It contains:*
    - *approximately 1 week of food*

- *as well as a \$5 coupon for your first purchase of any Hill's® pet food product.*
  - *We also suggest that you visit Hill's New Pet Parent website for additional offers.*
- *When you choose Hill's® Science Diet® or Hill's® Ideal Balance™, you help our shelter and the Hill's Food, Shelter & Love® program!*
- *Would you like to be signed up for the Hill's New Pet Parent program?*

**B. MONTHLY COMMUNICATIONS**

**Objective**

- Shelter’s social media communication will focus on the pets & Shelter as the story heroes.
- Hill’s will be introduced in a supporting role, via Hill’s Food, Shelter & Love program.

**Form, Content & Tone**

- Shelter communications shall be sent via social media platforms (i.e., not via emails); and shall comply with all applicable laws and website terms of use or service in posting social media communications.
- Shelter communication is based on a true & authentic Shelter story.
- Shelter produces the communication based upon its own brand equity, brand persona & tone.
- Shelter’s communication will be posted on any of the following social platforms, in order of preference: Facebook, Twitter, Instagram.
- The communication will reference one of the following brands, based upon content:
  - Hill’s Pet Nutrition
  - Hill’s Science Diet
  - Hill’s Ideal Balance
  - Hill’s Prescription Diet
  - Hill’s Food, Shelter & Love
- Shelter will tag #HillsFoodShelterLove at the end of the communication.

**Process**

- Step 1: Shelter will post 1 communication per month on its social digital assets.
- Step 2: Hill’s will identify the best monthly communications across Hill’s Food, Shelter & Love program participants. Hill’s will select one testimonial weekly and share on Hill’s social assets.

**Suggested ideas for monthly communication content**

- Pet ready for home, shelter adoption events
- Pet feeding time, treat moment
- Pet training, pet exercise, pet play time
- Pet recovery
- Community support, etc...

**Monthly communication example**



Another Walk’ n Trail for Max to support Pet Friends League homeless pets....And he feels like he has deserved a delicious Hill’s Science Diet treat... You’re right Max!  
 #Walk’nTrail  
 #HillsShelterPets

### C. EXAMPLE OF EMAIL TO NEW ADOPTERS

- The latest version of the “Thank you for adopting!” email is available on the shelter portal.

**FOOD SHELTER & LOVE** **HILL'S SCIENCE DIET** Teamed up with.

**Congratulations on your new best friend!**

Now that your new best friend is home, you may be wondering what your next steps are to welcome them to your family. Never fear. We've got exclusive savings and all the tools, tips and info you need to get started on the right paw.

[Get Started Now](#)

**SAVE**

**Exclusive Savings**

Why not continue the good start they got at the shelter you adopted them from? As a new pet parent of a cat from a Hill's Food, Shelter & Love's shelter, you're entitled to exclusive savings on all Science Diet and Ideal Balance cat foods.

[Start Saving Now](#)

**Your New Best Friend Guide**

This handy guide has all the tips, tools and information you need to help your new best friend be a happy, healthy part of your family for a long, long time.

[Get the Guide](#)

**New Pet Parent Toolbox**

**Your New Cat and Your Other Pets Can Be Friends**

Help your current pets roll out the welcome mat to your new cat.

[Read More](#)

**Your Cat's First Month at Home**

Change can be a challenge for cats. Learn what to expect in the first month and how to foster a successful home for yourself and your cat.

[Read More](#)

**Welcoming Home Your New Cat**

Nine ways you can be the BEST new pet parent on the block.

[Read More](#)

ABOUT HILL'S | HILL'S PRODUCTS | WHERE TO BUY | FIND A VET

**APPENDIX E**  
**Data Submission Requirements and Privacy Policy**

**A. Data Submission Frequency from Shelter to Hill's**

- Shelter will submit files of pet and pet adopter information on a weekly basis
- Shelter will complete the Shelter Profile section (located on the Hill's Food, Shelter & Love® portal) on a monthly basis, to provide updated pet adoption numbers and accurate shelter contact information

**B. Privacy Policies Related to Data Submitted by Shelters to Hill's**

- Shelter will maintain a privacy policy that permits the disclosure of adopter information to non-affiliated third party business partners, such as Hill's, including for marketing purposes.
- Shelter will only provide Hill's with adopter information for those adopters that have opted in to receive communications from Hill's Pet Nutrition. If the adopter refuses the Adopter Kit or otherwise requests not to be included in the Hill's New Pet Parent program, no personal information will be submitted to Hill's where the adopter opted out, nor any communications will be sent to him/her in any circumstance.
- Hill's will use the adopter information provided by Shelter to contact the adopter with a "Thank you for adopting!" email and regular Hill's Pet Nutrition newsletters, promotions and special offers. Each such communication will include the ability for the adopter to opt-out from receiving future communications from Hill's.

**C. Hill's Privacy Policy**

- Hill's values pet owners and their pet's privacy. We do not rent, sell or give away pet owner e-mail addresses and only contact pet owners when we are given permission to do so
- The latest version of the Hill's Privacy Notice can be found at [www.hillspet.com/legal-statement-and-privacy-policy.html](http://www.hillspet.com/legal-statement-and-privacy-policy.html). Hill's Privacy Policy can also be found as a link in the footer of each email sent by Hill's Pet Nutrition to adopters.

**APPENDIX F**  
**Hill's FCPA & Anti-Bribery Policy**

Hill's is committed to ethical business practices and to acting with integrity in all aspects of its business. Hill's reputation for integrity is a vital business asset that depends upon the commitment of all Hill's directors, officers and employees everywhere to act in accordance with Hill's parent company's (Hill's) Code of Conduct and all applicable laws and regulations. Hill's reputation depends not only on its own conduct, but also on the conduct of those with whom it does business. It is Hill's goal to ensure that all of its vendors, including without limitation suppliers, distributors, contractors, consultants, counterparties and agents (referred to hereafter as "Vendors") reflect the same high ethical standards as Hill's and demonstrate a commitment to compliance with all laws governing their activities, including laws prohibiting bribery or corruption. It is therefore required that Hill's Vendors share this commitment to FCPA and anti-bribery compliance as set forth below:

(a) Our Vendors are aware that anti-bribery and anti-corruption laws around the world generally prohibit bribery of governmental officials and among private commercial parties, including the giving or receiving of bribes in connection with conducting business. More specifically, these laws prohibit people and organizations, or those acting on their behalf, from:

- (i) paying or offering to pay money or anything of value, directly or indirectly, to (A) a government official to influence that official to secure an improper advantage or obtain or retain business, or (B) any private person or organization to induce any person to improperly perform a function or activity in connection with a business or organization, a person's employment, or a public function; and
- (ii) requesting, agreeing to receive, or accepting a financial or other advantage in exchange for improper performance of a function or activity in connection with a business or organization, a person's employment, or a public function.

(b) Our Vendors have not undertaken and will not undertake any action that would cause them or Hill's to be in violation of any anti-bribery laws, nor have they been accused of conduct that would violate any anti-bribery laws.

(c) Our Vendors understand that it is their responsibility to ensure that their employees and representatives understand and comply with this FCPA and Anti-Bribery Policy.

(d) Our Vendors understand that failure to adhere to this FCPA and Anti-Bribery Policy may cause Hill's to terminate the business relationship.



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 8, 2016	Department: Parks and Recreation
Meeting Date: March 15, 2016	Department Head: Brad Raney
	Presenter: Brad Raney

**Subject:**

Memorandum of Understanding (MOU) between the City of Green River and Jim Dean for the 2016 Western Wyoming Karate Tournament.

**Background/Alternatives:**

To enter into a MOU between the City of Green River, Wyoming and Jim Dean, dba Pineda's Kenpo Karate-Green River for the purpose of the City of Green River Parks and Recreation Department's co-sponsorship with Jim Dean for the 2016 Western Wyoming Karate Tournament.

**Attachments:**

Memorandum of Understanding

**Fiscal Impact:**

\$1,000 Revenue

**Staff Impact:**

The City will provide staff assistance during the event to help take out garbage and sweep floors at no additional charge. The City will help promote the event on the Parks and Recreation Facebook Page, Channel 23, and post to the calendar on the City website at no additional charge.

**Legal Review:**

The Memorandum of Understanding received legal review on February 24, 2016

**Suggested Motion:**

I move to enter into a MOU between The City of Green River and Jim Dean for the Parks & Recreation Department to co-sponsor the 2016 Western Wyoming Karate Tournament.

**A MEMORANDUM OF UNDERSTANDING (MOU)**

Between the City of Green River, Wyoming and Jim Dean, dba Pineda’s Kenpo Karate-Green River. The following is a Memorandum of Understanding (MOU) between the City of Green River and Jim Dean, for the purpose of the City of Green River Parks and Recreation Department’s co-sponsorship with Jim Dean for the 2016 Western Wyoming Karate Tournament.

**Responsibilities of Jim Dean:**

- 1. Jim Dean will pay a rental fee of \$1,000 for usage of the Recreation Center. Make check payable to: City of Green River.
- 2. Jim Dean will provide management and administration of the 2016 Western Wyoming Karate Tournament.

**Responsibilities of the City of Green River:**

- 1. At no additional charge the City will allow participants (and their immediate families) associated with the Karate Tournament use of the Recreation Center on Friday, May 20<sup>th</sup> from 4:00pm until 9:00pm (pool hours 4:00-8:30pm) and Saturday, May 21, 2016 (pool hours are 8:00am-4:30pm). The WIBIT (floating obstacle course) will be set up in the pool on Friday evening.
- 2. The City will provide use of the gymnasium and multi-purpose room on Saturday from 7:00am to 7:00pm for the purpose of the Karate Tournament at no additional charge
- 3. The City will provide use of one racquetball court (that can be locked for storage) on Friday from 12:00pm to 9:00pm and on Saturday from 7:00am to 7:00pm at no additional charge
- 4. The City will provide use of tables, chairs, sound system, and bleachers for the event at no additional charge.
- 5. The City will provide staff assistance during the event to help take out garbage and sweep floors at no additional charge.
- 6. The City will help promote the event on the Parks and Recreation Facebook Page, Channel 23, and post to the calendar on the City website at no additional charge.

**City of Green River:**

Mayor: \_\_\_\_\_

**Pete Rust**

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

**Chris Meats, City Clerk**

**Pineda’s Kenpo Karate-Green River:**

Signature: \_\_\_\_\_

**Jim Dean**

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

**Reed Clevenger, City Administrator**

**CITY OF GREEN RIVER  
CITY COUNCIL PROCEEDINGS  
MARCH 1, 2016**

The Governing Body of the City of Green River met in regular session at 7 pm in the City Hall Council Chambers. Mayor Pete Rust called the meeting to order. The following Council Members were present: Gary Killpack, Mark Peterson, Ted Barney, Allan Wilson, Brett Stokes, and Lisa Maes. The following were present representing the City: City Administrator Reed Clevenger, Director of Public Works Mark Westenskow, Director of Finance Chris Meats, Director of Community Development Laura Profaizer, Chief of Police Chris Steffen, Interim Fire Chief Mike Liberty, Parks and Recreation Director Brad Raney, URA/Main Street Administrator Jennie Melvin, City Prosecutor Bobby Pineda, and City Attorney Galen West.

**APPROVAL OF THE AGENDA**

Council Member Maes moved to approve the agenda. Council Member Wilson seconded. Motion carried. (7-0)

**PRESENTATIONS**

Mayor Rust presented Marine Lieutenant Colonel Pete Bailiff with a plaque to honor him for his years of service in the Marine Corps.

Marine Lieutenant Colonel Pete Bailiff presented Harry Hollar with an American Flag and a certificate for everything he does for local service members.

Angela Shutran gave a brief update on the Green River Chamber of Commerce.

Juvenile Detective, Carrie Fischer gave a brief update on the Child Forensic Interview Training the Green River Police Department hosted in October 2015.

**ORDINANCES**

**Addition to the Disorderly Conduct Ordinance**

**3rd Reading: An ordinance adding a new division to Article IV, of Chapter 18, of the Green River Code of Ordinance, City of Green River, State of Wyoming, to establish and regulate disorderly conduct**

Council Member Wilson moved to approve on third reading an ordinance adding a new division to Article IV, of Chapter 18, of the Green River Code of Ordinance, City of Green River, State of Wyoming, to establish and regulate disorderly conduct. Council Member Stokes seconded.

Council Member Peterson said he is concerned with the wording in the ordinance. What is the definition of opprobrious words? When he looked it up it said it meant expressing. That leaves it really broad and can be used in the wrong way.

Mr. Pineda said basically it is any language that is abusive, aggressive, or disparaging. Anything that can incite violence. It would really go towards fights or breach of peace. The county has to prosecute these types of issues even if the Green River Police Department arrests them. If this ordinance is approved it would give him the right to prosecute these types of cases.

Council Member Peterson said he is concerned that it infringes on people's freedom of speech. He is not a fan and he will vote against the ordinance.

Mr. Pineda said it is not created to infringe on freedom of speech it is to stop any dangerous situations.

Council Member Killpack asked why paragraph 4 was removed.

Mr. Pineda said it was removed after council members and community members voiced their concerns. He discussed these issues with Mr. Clevenger and Chief Steffen and it was decided that there are other ordinances that can help enforce the goals that the Police Department wanted to achieve.

Council Member Killpack asked if the ordinance, as it is now, will be able to achieve the goals set forth to accomplish.

Mr. Pineda said yes.

Council Member Killpack asked what businesses can do if transients are sitting on their property and they want them removed.

Chief Steffen said they can still have them removed. This will not deter the ability to enforce what the business owner wants.

Council Member Killpack asked if the ordinance accomplished what he needed with the changes.

Chief Steffen said yes.

Council Member Stokes said he was upset when he noticed the ordinance had been changed. It passed two readings and was fine and did not need to be changed. As long as everyone is okay with it, he is as well.

Council Member Wilson said he was upset as well when it was changed but as long as it can be enforced he is okay with it.

Mayor Rust said public process goes both ways and sometimes doesn't include everyone's opinion. He received comments from one person about the ordinance being too broad. He has a definition of aggressive panhandling and everyone can look at it to see if this needs to be included. The ordinance does not need to be approved tonight we need to make sure the ordinance has everything included in order to enforce it. The definition states that aggressive panhandling is solicitation made in person for immediate donation of money or other gratuity. This may be done by vocal appeal, asking or requesting, cursing, badging, sympathy appeals, harassing, threats or demands. Or by non-vocal appeal using signs or signals, gestures, pastures, children, animals or props. It is the habitual manipulative, intimidory use of another individual's sympathy, fear of guilt or insecurities, for monetary gain. It is a form of emotional and financial abuse.

Council Member Killpack said there have been a few incidences that he felt intimidated by transients so maybe this is something that should be discussed. He asked Chief Steffen if this should be added to the ordinance.

Chief Steffen said typically the calls they receive dealing with transients would be best described as aggressive panhandling. Businesses contact them because it does not work well to have large groups outside their businesses. He suggested removing paragraph four because he felt more strongly that if the constitutionality or the ability to prosecute is in question then they should not have it included.

Mr. Pineda said he would like the ordinance be voted on as it is tonight to help him with issues occurring now. Any changes that need to be addressed can be done at a later date.

Motion carried (6-1) with Council Member Peterson voting no.

## **RESOLUTIONS**

### **2<sup>nd</sup> South Reconstruction Project**

**R16-10: A resolution of the governing body of the City of Green River, Wyoming, to approve an increase in the Capital Projects Fund for the 2<sup>nd</sup> South Reconstruction Project in the amount of \$4,000,000.**

Council Member Wilson moved to approve the resolution to approve an increase in the Capital Projects Fund for the 2<sup>nd</sup> South Reconstruction Project, in the amount of \$4,000,000. Council Member Peterson seconded.

Mr. Westenskow said this is part of 6<sup>th</sup> Penny projects that were approved by voters. This year is year 3 projects. 2<sup>nd</sup> South will be completed in 4 phases and will replace curb, gutter and sidewalks on both sides, along with the water main. Bids that were received came in lower than estimated. The estimated amount was \$4.6 million and the lowest bid came in at \$3 million. They have anticipated completing beautification projects along with the reconstruction of the street which included street trees, decorative lighting, and different sidewalk treatments. These are not in the base bid but with the funds available they will be able to complete them as the project continues.

Council Member Peterson clarified the project is being increased by \$1 million and that is for the beautification.

Mr. Westenskow said it is to provide the budget authority to do the beautification element.

Council Member Peterson asked what they are beautifying.

Mr. Westenskow said they will be adding decorative lighting, street trees, different sidewalk elements that were included in the design. They were concerned that they would not have the funding available to do the beautification elements so they are pleased to see they do have funds available.

Council Member Peterson asked if 6<sup>th</sup> Penny monies can be used by other entities and can be put towards other things as well.

Council Member Stokes said there have been other agencies that have participated in the 6<sup>th</sup> Penny monies; such as Castle Rock Ambulance and Medical Center.

Mayor Rust said Memorial Hospital participated in the last 6<sup>th</sup> Penny to do the improvements they have done.

Council Member Peterson asked since sales tax revenues are down can we use 6<sup>th</sup> Penny monies to help make up the difference.

Mr. Westenskow said no those funds can only be used for that specific slate of projects and once they are completed then any overages can be used for like projects but that won't be until 2018.

Mayor Rust said the city does not initiate the 6<sup>th</sup> penny projects. It is a funding mechanism for projects if approved by voters.

Council Member Killpack said you cannot change the projects once they have been approved. This \$4 million has already been set aside for the 6<sup>th</sup> Penny projects; it is not coming out of the City's budget.

Council Member Killpack asked how they were informing businesses in the area that will be affected and are they going to leave an access to the street at all times.

Mr. Westenskow said they have sent notices out to every property owner on 2<sup>nd</sup> South to invite them to come in to an early heads-up meeting on the project. They sadly had very few people show up. They have also been approached by businesses after and had phone calls on it as well. One thing that came out of the early meeting was a strategy to construct the road in such a way that won't be a problem to businesses for the entire season. They are directing the contractor to start at one end and stay within a segment. The contractor will not be allowed to move on in the project until a certain amount of work is completed on the current phase. They will work phase by phase so there are two entrances open at any given time and people can get to those businesses in the area. Phase 4 will be the only time the underpass will not be available. During Flaming Gorge Days and River Festival the contractor will have to have to road opened, trenches have to be full, and the contractor has to be gone so people can enjoy the events.

Council Member Wilson asked if they will try to get the landscaping part bid so work can be done simultaneously.

Mr. Westenskow said yes, the underground work is included in the water line component. They included the beautification elements as an alternate just in case bids came in to high they could remove that component. The lowest bidder did not include pricing for that so they will have to get pricing on some of those elements. They will have to work out the details on the beautification parts of the projects.

Council Member Wilson asked if the curb and gutters will be the same on 2<sup>nd</sup> South as they are on the other new streets.

Mr. Westenskow said they will be similar but they will make sure they are at an adequate width.

Council Member Wilson asked if the drainage issues by the railroad will be fixed.

Mr. Westenskow said yes.

Council Member Wilson said they should send letters to the mines that have busses so they know as well.

Mr. Westenskow said they will do so. The more notice given the better.

Mayor Rust said the council approved a study years ago on the beautification of 2<sup>nd</sup> South and that is what is being used as a tool to help get funding for what we need to have done.

Motion carried. (7-0)

## **COUNCIL ACTION ITEMS**

### **Utility Rate Study**

Council Member Killpack moved to accept the Request for Proposal from NewGen Strategies & Solutions, in the amount of \$48,330, and to approve the contract with NewGen Strategies & Solutions for the utility rate study, pending legal approval. Council Member Wilson seconded.

Council Member Peterson asked why the city is paying for another study. Citizens in Green River do not like studies.

Mr. Meats said the city is currently running three different billing philosophies in the three different Enterprise Funds and are running multiple different strategies. Some of the billing strategies we use are 30 years old and do not have any new trends. We are running a declining balance rate water structure which is almost unheard of. We have some of the expertise needed in house but not all. The study will take around 200 to 300 hours and is on a tight timeframe. Having someone else complete it will help. The city just does not have any extra staff hours to put towards this study; they will be helping. If the city wants to receive or apply for a State Revolving Fund (SRF) loan we cannot have a declining rate structure. These are all items that have to be considered and bringing someone on board who has the expertise in these areas will help. \$48,000 is not very expensive; the city of Laramie did a study 6 years or so ago and it was \$100,000. This will give us national guidelines from other areas as well.

Council Member Killpack said we budgeted \$60,000 for this study so the city will save money. He said it seems this vendor has the expertise needed.

Mr. Meats said they do have the most experience in all of the components.

Motion carried. (7-0)

### **Award Task Order 4 to Inberg-Miller Engineers for 2017 Capital Improvement Projects**

Council Member Stokes moved to award Task Order 4 to Inberg-Miller Engineers for subsurface exploration services for the 6<sup>th</sup> Penny CIP Project 2017, in the amount of \$7,200, and authorize the Mayor to sign the Task Order. Council Member Peterson seconded. Motion carried. (7-0)

**Award Task Order 5 to Inberg-Miller Engineers for the 2018 Capital Improvement Projects**

Council Member Maes moved to award Task Order 5 to Inberg-Miller Engineers for subsurface exploration services for the 6<sup>th</sup> Penny CIP Project 2018, in the amount of \$7,500, and authorize the Mayor to sign the Task Order. Council Member Stokes seconded. Motion carried. (7-0)

**Award Task Order 6 to Inberg-Miller Engineers for the 2016 Capital Improvement Projects**

Council Member Wilson moved to award Task Order 6 to Inberg-Miller Engineers for construction materials testing services for the 6<sup>th</sup> Penny CIP Project 2016, in the amount of \$90,580, and authorize the Mayor to sign the Task Order. Council Member Peterson seconded. Motion carried. (7-0)

**Award the 2016 Capital Improvement Project – 2<sup>nd</sup> South Reconstruction**

Council Member Barney moved to award the 2016 CIP - 2<sup>nd</sup> South Street Reconstruction Project (6<sup>th</sup> Penny Year 3), including the Base Bid, Bid Alternate #1, and Bid Alternate #3A, to DeBernardi Construction Company, Inc., in the amount of \$2,908,089, and authorize the Mayor to sign the agreement. Council Member Stokes seconded.

Mayor Rust asked what Alternate #1 and #3A are.

Mr. Westenskow said given the amount of traffic on 2<sup>nd</sup> South they composed the bid with an asphalt pavement section and a concrete pavement section. Alternate #1 is the asphalt pavement section. Alternate #3A is the basic enhancement which is a block retaining wall that will run from the concrete ramp at the overpass up toward the underpass so it will look consistent to the underpass and includes conduit.

Motion carried. (7-0)

**CONSENT AGENDA**

Council Member Wilson moved to approve the following consent agenda items. Council Member Killpack seconded. Motion carried. (7-0)

- Issuance of a catering permit to Lew’s Inc. for Painting with a Twist event on Saturday, March 19, 2016, from 3 pm to 11 pm, at the Expedition Island Pavilion
- Issuance of a catering permit to Lew’s Inc. for the Ciner Company Picnic on Saturday, July 23, 2016, from 11 am to 7 pm, at the Expedition Island Pavilion
- Sale of Surplus desks to Mission at Castle Rock, for the amount of \$10
- Minutes for: February 16, 2016
- Payment of Bills:

Prepaid Invoices = \$89,794.53	Outstanding Invoices = \$144,194.18
Payroll Expenditures = \$315,377.08	Pre-authorization Payments = \$1,065,000.00

**CITY ADMINISTRATOR’S REPORT**

Mr. Clevenger congratulated Taylor Law on being sworn in as a Police Officer. He said the legislative session went well but there are concerns on budget and the direct distribution for towns and cities. It looks like the city could receive \$745,000 to \$900,000 based on which formula they use. The city workshop will not be March 8, 2016 but will be on March 22, 2016. We will review the budget as it is now, review the budget workshop schedule, and discuss the additional Verizon tower.

**CITY ATTORNEY’S REPORT**

Mr. West had nothing to report.

## **MAYOR AND COUNCIL REPORTS**

Council Member Stokes had nothing to report.

Council Member Killpack asked when the Finance Committee will meet. He believes in transparency since the budget shortage is around \$930,000.

Mr. Clevenger said the meeting will be sometime next week.

Council Member Maes congratulated Pete Balliff for all of his military accomplishments and Harry Hollar for that entire community. She is happy to see that Main Street is accomplishing their goals and have all of their committees filled.

Council Member Barney said the tax dollars are down and can be brought back up if we found a way to increase the tourism footprint.

Council Member Peterson said the legislative session went well and he felt it was a good idea to show them that cities and towns will need support. He thanked Mr. Meats for attending with them as well.

Council Member Wilson said we still need to send emails to push for funding. This budget year is going to be tough and we don't know if rates will need to be increased or not. He asked when the budget schedule will be available.

Mayor Rust said it is important to go and have a presence at the legislative sessions. He will be attending a Wyoming Business Council meeting in Torrington to discuss a \$1.2 million grant for the North Side Lift Station Project. He complemented Carrie Fischer on the success of the Child Forensic Interview Training. He congratulated Green River Wrestlers for winning State and the Boys Swim Team for finishing 7<sup>th</sup> at State Swimming.

## **ADJOURNMENT**

Council Member Wilson moved to adjourn at 8:39 pm. Council Member Killpack seconded. Motion carried. (7-0)

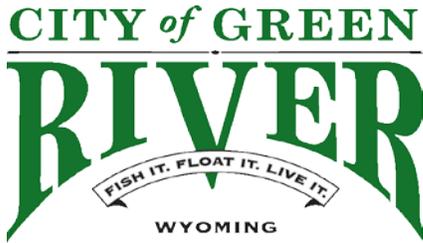
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Pete Rust, Mayor

ATTEST:

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Chris Meats, City Clerk



## Prepaid Invoices Presented for 03-15-16 City Council

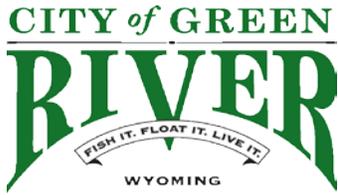
Director of Finance, Chris Meats	Date
City Administrator, Reed Clevenger	Date
Mayor, Pete Rust	Date

Payment Date.Calendar (Multiple Items)

Standard Name	Invoice Description	Pament Date	Source	Payment Amount
AFLAC	AFLAC AT - AFLAC After Tax*	03/01/2016	AP	1,339.16
<b>AFLAC Total</b>				<b>1,339.16</b>
AMUNDSEN CONSTRUCTION		02/26/2016	Utility Refund	44.10
<b>AMUNDSEN CONSTRUCTION Total</b>				<b>44.10</b>
BAUTISTA, ISABEL		03/01/2016	Misc Billing Refund	500.00
<b>BAUTISTA, ISABEL Total</b>				<b>500.00</b>
BLUE CROSS BLUE SHIELD OF WYOMING	DEP CARE - Dependent Care*	03/03/2016	AP	1,630.84
<b>BLUE CROSS BLUE SHIELD OF WYOMING Total</b>				<b>1,630.84</b>
BOWEN, MATT		02/26/2016	Utility Refund	94.23
<b>BOWEN, MATT Total</b>				<b>94.23</b>
CHILD SUPPORT SERVICES	CHILD SUP-UT - Child Support - Utah	03/03/2016	AP	464.00
<b>CHILD SUPPORT SERVICES Total</b>				<b>464.00</b>
COLONIAL LIFE & ACCIDENT	COLONIAL PT - Colonial Insurance Pre-tax*	03/01/2016	AP	51.12
<b>COLONIAL LIFE &amp; ACCIDENT Total</b>				<b>51.12</b>
CONTINENTAL AMERICAN INSURANCE	CAIC AT - Continental Amer Ins After Tax*	03/01/2016	AP	849.34
<b>CONTINENTAL AMERICAN INSURANCE Total</b>				<b>849.34</b>
CURRY, JENN		02/26/2016	Utility Refund	21.25
<b>CURRY, JENN Total</b>				<b>21.25</b>
GENERAL PART DISTRIBUTION LLC		02/26/2016	Utility Refund	39.46
<b>GENERAL PART DISTRIBUTION LLC Total</b>				<b>39.46</b>
GREAT-WEST TRUST COMPANY LLC	WYO DEF - Wyoming Deferred Comp	03/03/2016	AP	2,336.66
<b>GREAT-WEST TRUST COMPANY LLC Total</b>				<b>2,336.66</b>
HUMMEL, CODY & MEGAN		02/26/2016	Utility Refund	94.90
<b>HUMMEL, CODY &amp; MEGAN Total</b>				<b>94.90</b>
ICMA RETIREMENT TRUST- #301264	ICMA - ICMA Deferred Comp*	03/01/2016	AP	2,694.40
<b>ICMA RETIREMENT TRUST- #301264 Total</b>				<b>2,694.40</b>
IRS	FED TAX - Federal Income Tax*	03/03/2016	AP	75,938.08
<b>IRS Total</b>				<b>75,938.08</b>
NCPERS GROUP LIFE INSURANCE	PRUD - Prudential Life Insurance*	03/01/2016	AP	944.00
<b>NCPERS GROUP LIFE INSURANCE Total</b>				<b>944.00</b>
New York Life Insurance Company	NYL-WHOLE LIFE - New York Life - Whole Life*	03/01/2016	AP	873.52
<b>New York Life Insurance Company Total</b>				<b>873.52</b>
RELIANCE STANDARD LIFE INSURANCE	RELIANCE - Reliance Life Insurance	03/01/2016	AP	138.15
<b>RELIANCE STANDARD LIFE INSURANCE Total</b>				<b>138.15</b>
RIEGGER, CHRISTIAN ( ESTATE OF)		02/26/2016	Utility Refund	81.52
<b>RIEGGER, CHRISTIAN ( ESTATE OF) Total</b>				<b>81.52</b>
SPRINGER, MISTY	TRAVEL / TORRINGTON / SPRINGER	03/07/2016	AP	104.00
<b>SPRINGER, MISTY Total</b>				<b>104.00</b>
UNITED WAY OF SWEETWATER COUNTY	UNITED WAY - United Way*	03/01/2016	AP	2,437.04
<b>UNITED WAY OF SWEETWATER COUNTY Total</b>				<b>2,437.04</b>
WEBT - WYOMING EDUCATORS' BENEFIT TRUST	LIFE EMP ONLY - City Paid Life - Emp Only*	03/01/2016	AP	2,427.97
<b>WEBT - WYOMING EDUCATORS' BENEFIT TRUST Total</b>				<b>2,427.97</b>

WYOMING CHILD SUPPORT ENFORCEMENT	CHILD SUP - Child Support	03/03/2016	AP	250.00
<b>WYOMING CHILD SUPPORT ENFORCEMENT Total</b>				<b>250.00</b>
WYOMING RETIREMENT SYSTEM	Firemen's Penion Fund	03/03/2016	AP	660.00
	WYO RET EM - Wyoming Retirement - Employer*	03/01/2016	AP	87,812.47
<b>WYOMING RETIREMENT SYSTEM Total</b>				<b>88,472.47</b>
BRITTANY QUINTRALL		03/01/2016	Misc Billing Refund	500.00
<b>BRITTANY QUINTRALL Total</b>				<b>500.00</b>
MARK WESTENSKOW	TRAVEL / TORRINGTON / WESTENSKOW	03/07/2016	AP	104.00
<b>MARK WESTENSKOW Total</b>				<b>104.00</b>
PETE RUST	TRAVEL / TORRINGTON / RUST	03/07/2016	AP	104.00
<b>PETE RUST Total</b>				<b>104.00</b>
TARA FINLEY		03/01/2016	Misc Billing Refund	500.00
<b>TARA FINLEY Total</b>				<b>500.00</b>
<b>Grand Total</b>				<b>183,034.21</b>





## Outstanding Invoices Presented for 03-15-16 City Council

\_\_\_\_\_  
Director of Finance, Chris Meats

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Administrator, Reed Clevenger

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor, Pete Rust

\_\_\_\_\_  
Date

Invoice Process Status	Open
Journal Type	Journal Entry
Transaction Type	(Multiple Items)

Vendor Name	Invoice Number	Invoice Description	Inv Date	Transaction Amount
ADVANCED GRAPHIX INC	193857	ACCIDENT REPAIR	01/29/2016	221.60
<b>ADVANCED GRAPHIX INC Total</b>				<b>221.60</b>
ADVANCED MEDICAL IMAGING, LLC	020516STMT	ACCT# 4790023443 JAMES WYANT	02/05/2016	88.00
<b>ADVANCED MEDICAL IMAGING, LLC Total</b>				<b>88.00</b>
AIRGAS USA, LLC	9933343062	Cylinder Rentals	01/31/2016	444.61
<b>AIRGAS USA, LLC Total</b>				<b>444.61</b>
ALPINE PURE BOTTLED WATER	94586	BOTTLED WATER / CD	03/01/2016	12.00
	94587	BOTTLED WATER / FINANCE	03/01/2016	6.00
	94589	Bottled water	03/01/2016	12.00
	94592	Bottled water	03/01/2016	48.00
<b>ALPINE PURE BOTTLED WATER Total</b>				<b>78.00</b>
ALSCO	LOGD1102470	Mats and Mops for City Hall	02/03/2016	76.02
	LOGD1104054	Mats for PD	02/10/2016	37.91
	LOGD1105637	UNIFORM SERVICE	02/17/2016	82.17
	LOGD1107185	Mats for PD	02/24/2016	37.91
	LOGD1107200	UNIFORM SERVICE	02/24/2016	82.17
	LOGD1107201	Shop Towels & Mats	02/24/2016	76.63
	LOGD1107203	Mats for Animal Control	02/24/2016	24.65
	LOGD1108820	Mops and Towels - City of Green River	03/02/2016	76.02
<b>ALSCO Total</b>				<b>493.48</b>
AMERIGAS PROPANE, LP	3049875211	Propane to Heat Building at Scotts Bottom	02/29/2016	806.95
<b>AMERIGAS PROPANE, LP Total</b>				<b>806.95</b>
AMERI-TECH EQUIPMENT COMPANY	15393	TANDEM PUMP	02/06/2016	2,784.87
	15453	VALVE	02/16/2016	307.26
<b>AMERI-TECH EQUIPMENT COMPANY Total</b>				<b>3,092.13</b>
ANIMAL CLINIC OF GREEN RIVER	022216YOUNG	SPAY/NEUTER CERTIFICATES	02/22/2016	30.00
<b>ANIMAL CLINIC OF GREEN RIVER Total</b>				<b>30.00</b>
ATCO INTERNATIONAL	10452576	Screen Insect repellent	02/03/2016	97.50
	10453790	suplies	02/19/2016	540.00
<b>ATCO INTERNATIONAL Total</b>				<b>637.50</b>
AUTO BODY PAINT & SUPPLY	212533	Grinding Wheels	02/16/2016	63.66
<b>AUTO BODY PAINT &amp; SUPPLY Total</b>				<b>63.66</b>
BELSON OUTDOORS, INC	135919	Litter Bag Dispenser, Dispenser Refills, Receptacle/Li	02/22/2016	1,176.25
<b>BELSON OUTDOORS, INC Total</b>				<b>1,176.25</b>
BLUE CROSS BLUE SHIELD OF WYOMING	02242016 COGR	FEB 2016 ADMIN FEE HRA FSA	02/24/2016	135.00
	312049 02162016	GROUP 312049 MARCH 2016	02/16/2016	127,756.80
	312303 02162016	GROUP 312303 MARCH 2016	02/16/2016	2,212.20
	312304 02162016	GROUP 312304 MARCH 2016	02/16/2016	12,690.20
	312312 02162016	GROUP 312312 MARCH 2016	02/16/2016	8,140.61
<b>BLUE CROSS BLUE SHIELD OF WYOMING Total</b>				<b>150,934.81</b>
BRYAN, CHARLES	032916	MEALS/MOSQUITO MGMT-THERMOPOLIS	03/04/2016	156.00
<b>BRYAN, CHARLES Total</b>				<b>156.00</b>
CALIFORNIA CONTRACTORS SUPPLIES INC	TT19872	Earplugs	02/22/2016	140.70
<b>CALIFORNIA CONTRACTORS SUPPLIES INC Total</b>				<b>140.70</b>

CARL'S BBQ	119554	Meals for Crystal Classic	02/12/2016	292.00
<b>CARL'S BBQ Total</b>				<b>292.00</b>
CASTLE ROCK HOSPITAL DISTRICT	02152016-STMT	CREDIT FOR 15% DISCOUNT NOT CALCULATED ON T	02/15/2016	(26.25)
	1935540	PRE-EMPLOYMENT EXAMS	02/16/2016	34.00
	1935570	PRE-EMPLOYMENT EXAMS	02/16/2016	29.75
	1937610	PRE-EMPLOYMENT EXAMS	02/16/2016	86.70
	1937620	PRE-EMPLOYMENT EXAMS	02/16/2016	29.75
<b>CASTLE ROCK HOSPITAL DISTRICT Total</b>				<b>153.95</b>
CENTURYLINK	936M021316	MONTHLY SERVICES	02/13/2016	1,905.18
<b>CENTURYLINK Total</b>				<b>1,905.18</b>
CODALE ELECTRIC SUPPLY INC	S5615345.001	Wall PackCross Tour Area Light	02/19/2016	595.62
<b>CODALE ELECTRIC SUPPLY INC Total</b>				<b>595.62</b>
CROOKS, MICHAEL	032916	MEALS/MOSQUITO MGMT-THERMOPOLIS	02/23/2016	156.00
<b>CROOKS, MICHAEL Total</b>				<b>156.00</b>
CROWELL, KEVIN	032016	TRAVEL / LAS VEGAS / CROWELL	01/14/2016	264.00
<b>CROWELL, KEVIN Total</b>				<b>264.00</b>
DENVER INDUSTRIAL SALES	159459	Patching Compound upm	02/18/2016	3,075.52
<b>DENVER INDUSTRIAL SALES Total</b>				<b>3,075.52</b>
DJ'S GLASS PLUS	65870	Insulated Unit Tempered Unit	02/18/2016	354.22
	66012	Lexan Clear	03/02/2016	15.00
<b>DJ'S GLASS PLUS Total</b>				<b>369.22</b>
DUCKS UNLIMITED, C/O MARTY CAROLLO	020816	RENTAL DEPOSIT REFUND	03/01/2016	500.00
<b>DUCKS UNLIMITED, C/O MARTY CAROLLO Total</b>				<b>500.00</b>
EAGLE UNIFORM & SUPPLY CO	67591	Mops and Towels for PD	02/19/2016	59.32
	68344	Mops and Towels for PD	02/26/2016	59.32
<b>EAGLE UNIFORM &amp; SUPPLY CO Total</b>				<b>118.64</b>
EASTON TELECOM SERVICES LLC	9347834	MONTHLY SERVICES	02/10/2016	142.03
<b>EASTON TELECOM SERVICES LLC Total</b>				<b>142.03</b>
ENERGY LABORATORIES INC	360230399	DBPR TESTING	02/25/2016	616.00
	360330113	Total Phosphate Analysis	03/04/2016	44.00
<b>ENERGY LABORATORIES INC Total</b>				<b>660.00</b>
ENNIS PAINT	300555	Traffic Paint for 2016-2017	02/24/2016	5,223.46
<b>ENNIS PAINT Total</b>				<b>5,223.46</b>
ERDMANN, LAWRENCE	2/18/2016	Reimbursement for Tuition	02/18/2016	1,880.00
<b>ERDMANN, LAWRENCE Total</b>				<b>1,880.00</b>
F.B. MCFADDEN WHOLESAL COMPANY	313333	Snacks for Resale, Supplies	02/15/2016	213.95
	313640	Pledge Multi Surface	02/22/2016	84.30
	313699	Snacks for Resale, Supplies	02/22/2016	534.85
	313741	Coffee	02/23/2016	104.90
	313974	Kitty Litter	02/29/2016	140.00
	314031	Snacks for Resale, Supplies	03/01/2016	306.80
	314157	Paper Towels and Mops	03/02/2016	107.49
<b>F.B. MCFADDEN WHOLESAL COMPANY Total</b>				<b>1,492.29</b>
FAIRMONT SUPPLY COMPANY	4613827-00	GLOVES	02/19/2016	234.22
<b>FAIRMONT SUPPLY COMPANY Total</b>				<b>234.22</b>
FARIS MACHINERY	C12271	Parts	02/09/2016	47.10
<b>FARIS MACHINERY Total</b>				<b>47.10</b>
FEDEX	5-331-75950	FedEx Standard Shipping	02/25/2016	8.09
<b>FEDEX Total</b>				<b>8.09</b>
FINISH LINE SYSTEMS, LLC	4318	Meters	02/12/2016	4,658.88
	4349	Spare Battery Pack for Pro-Reader	02/26/2016	82.07
<b>FINISH LINE SYSTEMS, LLC Total</b>				<b>4,740.95</b>
FIRST CHOICE FORD	322938	MOTOR ASY	02/15/2016	27.09
	322941	CORE DEPOSIT	02/16/2016	241.94
	322997	SENDER	02/22/2016	372.46
	323006	Hose	02/23/2016	183.98
	323045	WHEEL	02/26/2016	100.00
	CM322941	CORE RETURN	02/22/2016	(50.00)
<b>FIRST CHOICE FORD Total</b>				<b>875.47</b>
FREMONT MOTOR ROCK SPRINGS	69468	SPARK PLUGS	02/15/2016	124.32
<b>FREMONT MOTOR ROCK SPRINGS Total</b>				<b>124.32</b>
FRINK, JEFF M	032916	MEALS/MOSQUITO MGMT-THERMOPOLIS	02/23/2016	156.00
<b>FRINK, JEFF M Total</b>				<b>156.00</b>
GENTLE TOUCH DRYCLEANING	5918	UNIFORM CLEANING / CRONK	02/11/2016	6.00
	5931	UNIFORM CLEANING / MCDONALD	02/15/2016	6.00
	5936-02/16/16	UNIFORM CLEANING / CRONK	02/16/2016	6.00
<b>GENTLE TOUCH DRYCLEANING Total</b>				<b>18.00</b>
GREEN RIVER ACE HARDWARE	107271/2	Fuses	01/14/2016	31.98

GREEN RIVER ACE HARDWARE	107355/2	FASTENERS	01/19/2016	4.70
	107383/2	ELECTRICAL SUPPLIES	01/20/2016	10.56
	107646/2	Ziplock Big Bags	02/02/2016	34.95
	107792/2	supplies	03/10/2016	34.99
	107799/2	FASTENERS	02/10/2016	3.14
	107807/2	FASTENERS	02/10/2016	0.47
	107948/2	Liquid Wrench, Brake Cleaner	02/18/2016	15.98
	107982/2	Glue	02/19/2016	5.99
	108048/2	Wire KURV Stipper/Cutter	02/24/2016	51.98
	108050/2	Ice for Wastewater Sample	02/24/2016	1.99
	108059/2	Single sided Key, Sponge 3 pk	02/24/2016	13.96
	108069/2	Door Stop, Scouring Pad, Finish Nails	02/24/2016	16.95
	108076/2	Filr WD INT	02/25/2016	3.99
	108089/2	Caddy Tote Blue	02/25/2016	23.98
	108091/2	Plug, Coupler, Air Hose, Clamp	02/25/2016	62.84
	108104/2	Bit Insert	02/26/2016	9.96
	108117/2	Mounting Tape	02/26/2016	16.99
	108133/2	Fence Post	02/29/2016	31.98
	108138/2	Filters and Lubricant	02/29/2016	22.98
	108161/2	Drop Cloth	03/01/2016	5.99
	108168/2	Sealant Pipetflf	03/01/2016	14.99
	108173/2	FASTENERS	03/01/2016	5.18
	108178/2	FASTENERS	03/01/2016	3.38
	108179/2	DUCT TAPE	03/01/2016	7.99
	108188/2	Tear Mender	03/02/2016	17.98
	108206/2	QC Adapter, Elbow, Poly Tube	03/03/2016	22.34
	108207/2	Marking Paint	03/03/2016	7.99
	108219/2	Dril	03/03/2016	217.97
	108225/2	Single Sided Key, Air Pleated Filter	03/03/2016	9.97
	108267/2	Battery 8 pk	03/07/2016	29.98
<b>GREEN RIVER ACE HARDWARE Total</b>				<b>744.12</b>
GREEN RIVER CHAMBER	1920	November Lunch and Learn - Jennie Melvin	11/19/2015	12.00
	2196	Digital Sign - Painting with a Twist	02/29/2016	20.00
	2198	Community Service	03/03/2016	22,500.00
<b>GREEN RIVER CHAMBER Total</b>				<b>22,532.00</b>
HACH COMPANY	9811497	HACH TRAINING	02/24/2016	1,500.00
<b>HACH COMPANY Total</b>				<b>1,500.00</b>
HILL'S PET NUTRITION SALES INC	223739131	Dog food	07/22/2015	88.74
	225101048	Dog food	02/24/2016	44.37
<b>HILL'S PET NUTRITION SALES INC Total</b>				<b>133.11</b>
HOSE & RUBBER SUPPLY INC	C68443-001	STEEK FEM	02/09/2016	74.03
	C70329-001	STREET ELBOW	02/24/2016	62.74
	C71130-001	STEEL MALE	03/02/2016	13.15
<b>HOSE &amp; RUBBER SUPPLY INC Total</b>				<b>149.92</b>
INBERG-MILLER ENGINEERS - IME	15751GE41	Construction Documents for Proposed Transfer Stati	02/25/2016	6,861.87
	17785GX03.1	Geotechnical Engineering Services	02/25/2016	345.94
<b>INBERG-MILLER ENGINEERS - IME Total</b>				<b>7,207.81</b>
INTERMOUNTAIN BOBCAT	P53896	Parts	02/15/2016	287.65
	P53911	Parts	02/16/2016	106.67
<b>INTERMOUNTAIN BOBCAT Total</b>				<b>394.32</b>
JOINT POWERS WATER BOARD	1071	WATER	03/02/2016	37,945.02
<b>JOINT POWERS WATER BOARD Total</b>				<b>37,945.02</b>
KIMBALL MIDWEST	4713481	MISC SHOP SUPPIES	02/11/2016	585.94
<b>KIMBALL MIDWEST Total</b>				<b>585.94</b>
KRKK KQSW KMRZ KSIT WYORADIO	16020109	Crystal Classic Winter Festival Radio Spots	02/23/2016	253.50
	16020110	Crystal Classic Winter Festival Radio Spots	02/23/2016	253.50
<b>KRKK KQSW KMRZ KSIT WYORADIO Total</b>				<b>507.00</b>
KTGA-FM / KBDY-FM	16020213	Green River Leisure Radio Package	02/29/2016	144.00
	16020214	Green River Leisure Radio Package	02/29/2016	144.00
<b>KTGA-FM / KBDY-FM Total</b>				<b>288.00</b>
L.N. CURTIS & SONS	8181346-00	Hurst Tools Service Check	02/23/2016	944.00
<b>L.N. CURTIS &amp; SONS Total</b>				<b>944.00</b>
LAUZE, DOUGLAS	03032016-FSA	MEDICAL FSA REIMBURSEMENTS	03/03/2016	2,496.00
<b>LAUZE, DOUGLAS Total</b>				<b>2,496.00</b>
MACPHERSON, KELLY & THOMPSON, LLC	56937	LEGAL SERVICES	02/20/2016	1,894.40
<b>MACPHERSON, KELLY &amp; THOMPSON, LLC Total</b>				<b>1,894.40</b>
MILLER, EDDIE	032016	TRAVEL / LAS VEGAS / MILLER	01/14/2016	702.36
<b>MILLER, EDDIE Total</b>				<b>702.36</b>

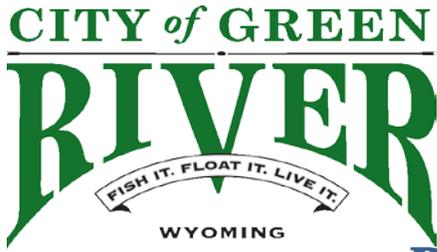
MORCON SPECIALTY INC	105087	Black Pipe	02/24/2016	30.39
<b>MORCON SPECIALTY INC Total</b>				<b>30.39</b>
MOUNTAINLAND SUPPLY, LLC	S101709030.001	Faucet	02/16/2016	138.41
<b>MOUNTAINLAND SUPPLY, LLC Total</b>				<b>138.41</b>
NAPA AUTO PARTS UNLIMITED	240247	ACCIDENT REPAIR	01/28/2016	5.36
	240943	ACCIDENT REPAIR	02/08/2016	29.59
	241083	FILTER	02/10/2016	22.52
	241087	COMB WRENCH	02/10/2016	11.99
	241088	Brakleen	02/10/2016	28.68
	241162	Extensn	02/11/2016	4.49
	241243	OXYGEN SENSOR	02/12/2016	46.88
	241247	sealant	02/12/2016	15.54
	241260	Blaster	02/12/2016	6.65
	241397	DRIVEBELT	02/15/2016	177.63
	241421	SPARK PLUGS	02/15/2016	170.75
	241521	FILTERS	02/17/2016	61.55
	241578	DIMMER SWITCH	02/17/2016	7.65
	241817	SPARK PLUGS	02/22/2016	4.99
	241822	FILTERS	02/22/2016	11.54
	241897	BG 44K	02/23/2016	31.17
	241920	FILTERS	02/23/2016	23.05
	241934	BULB	02/23/2016	26.00
	241983	HALOGEN BULB	02/24/2016	16.99
	241995	Pulley	02/24/2016	(22.38)
	242034	FILTERS	02/24/2016	11.76
	242046	AIR FILTERS	02/25/2016	63.90
	242057	Deep Creep	02/25/2016	35.91
	242289	CHRMARMORED	02/29/2016	21.98
	242340	BREAK AWAY	03/01/2016	56.99
	242355	LICENSE KIT	03/01/2016	6.65
	242434	FILTERS	03/02/2016	109.67
	242599	Halogen Lamp	03/04/2016	10.49
<b>NAPA AUTO PARTS UNLIMITED Total</b>				<b>997.99</b>
NELSON ENGINEERING	42999	Professional Services 1-24-16 to 2-20-16	02/24/2016	3,506.00
<b>NELSON ENGINEERING Total</b>				<b>3,506.00</b>
NORTH CENTRAL LABORATORIES	369007	Stir Plates	02/24/2016	198.95
<b>NORTH CENTRAL LABORATORIES Total</b>				<b>198.95</b>
NUTECH SPECIALTIES INC	142899	GLOVES	02/05/2016	95.00
	142956	Trap Shoot drain deoderizer	02/10/2016	147.50
	143177	Deodorant Blocks	02/12/2016	185.44
<b>NUTECH SPECIALTIES INC Total</b>				<b>427.94</b>
OAK TREE INN	022516	Rooms for Crystal Classic Competitors	02/25/2016	825.00
<b>OAK TREE INN Total</b>				<b>825.00</b>
O'REILLY AUTO PARTS	4981-110564	Touch up, 6pk paper	02/26/2016	24.97
	4981-110861	WIPER BLADES	02/29/2016	39.98
<b>O'REILLY AUTO PARTS Total</b>				<b>64.95</b>
PEAK SOFTWARE SYSTEMS INC	016897	SPORTSMAN MEMBERSHIP	01/22/2016	3,095.00
<b>PEAK SOFTWARE SYSTEMS INC Total</b>				<b>3,095.00</b>
PETERBILT OF WYOMING	RP143227	FILTER	02/04/2016	106.37
	RP143855	FILTERS	03/02/2016	122.15
	RR24335	LABOR AND PARTS	02/22/2016	761.76
	RR24362	LABOR AND PARTS	02/22/2016	3,281.30
<b>PETERBILT OF WYOMING Total</b>				<b>4,271.58</b>
PMS SCREEN PRINTING	775	Shirts for Indoor Soccer	02/05/2016	1,008.00
<b>PMS SCREEN PRINTING Total</b>				<b>1,008.00</b>
POST AND ASSOCIATES	7023	PRE-EMPLOYMENT EXAM	02/24/2016	300.00
<b>POST AND ASSOCIATES Total</b>				<b>300.00</b>
PROFORCE LAW ENFORCEMENT	176736	Taser Cam Download Kit	06/12/2013	14.95
	177195	TSR CAM HD USB DOWNLOAD KIT	06/18/2013	(14.95)
<b>PROFORCE LAW ENFORCEMENT Total</b>				<b>0.00</b>
QUILL CORPORATION	3284024	BATTERY / HAND SANITIZER	02/23/2016	61.25
	3332093	Hand Sanitizer	02/23/2016	23.97
	3356006	Softsoap with aloe, hand sanitizer	02/16/2016	35.80
	3436908	Stamp and Pledge	02/18/2016	24.99
	3468108	Notebooks	02/19/2016	28.44
	3636710	Dymo Printer Labels	02/25/2016	26.99
	3643079	Dymo Labels and Pens	02/25/2016	44.38
	3693249	Dymo File Labels	02/29/2016	12.99

<b>QUILL CORPORATION Total</b>				<b>258.81</b>
REAL KLEEN INC	43979	CLEANER	02/17/2016	289.35
	44034	Gloves, Liners, Towels, Cleaner	02/24/2016	647.90
<b>REAL KLEEN INC Total</b>				<b>937.25</b>
RED HORSE OIL COMPANY INC	10115	DIESEL	12/31/2015	1,164.59
	10150	DIESEL	01/04/2016	1,074.23
	10392-1	DIESEL	01/25/2016	1,023.16
	10567	DIESEL	02/08/2016	1,624.28
	10658	DIESEL	02/17/2016	1,013.97
	12218	FUEL	02/12/2016	1,556.17
	12244	FUEL	02/19/2016	871.61
	G5219	FUEL	02/01/2016	16.47
	W18605	FUEL	02/04/2016	25.19
<b>RED HORSE OIL COMPANY INC Total</b>				<b>8,369.67</b>
RESPOND FIRST AID SYSTEMS	144442	Gloves, Clean/Inspect First Aid Kit and Defibulator	02/22/2016	28.47
	144443	First Aid Supplies	02/22/2016	19.36
<b>RESPOND FIRST AID SYSTEMS Total</b>				<b>47.83</b>
ROCK SPRINGS NEWSPAPERS INC ROCKET MINER	12333824	Ad for the Crystal Classic	02/02/2016	132.72
	12335204	Ad for the Crystal Classic	02/06/2016	132.72
	12337195	Ad for the Crystal Classic	02/09/2016	353.92
	12338482	Bridal Edition	02/14/2016	88.48
	12342693	Legal Notice Wastewater Treatment Plant Public Me	02/28/2016	175.92
<b>ROCK SPRINGS NEWSPAPERS INC ROCKET MINER Total</b>				<b>883.76</b>
ROCK SPRINGS WINNELSON COMPANY	206249 00	LFRK-909RV 2-1/2" RPZ	03/01/2016	208.30
<b>ROCK SPRINGS WINNELSON COMPANY Total</b>				<b>208.30</b>
ROCKY MOUNTAIN POWER	0012022316	Electric Service	02/23/2016	2,286.99
	00200221916	Electric Service	02/19/2016	175.55
	0077032016	ELCETRIC SERVICE	02/25/2016	43,564.75
<b>ROCKY MOUNTAIN POWER Total</b>				<b>46,027.29</b>
RUST, PETE	010716	MILEAGE	02/22/2016	27.60
<b>RUST, PETE Total</b>				<b>27.60</b>
SHADOW MOUNTAIN WATER OF WYOMING, INC	160224101	Distilled Water for Lab	02/24/2016	100.00
<b>SHADOW MOUNTAIN WATER OF WYOMING, INC Total</b>				<b>100.00</b>
SHEPARD CONSTRUCTION, INC.	PAY APP 2	PD SHOOTING RANGE	01/15/2016	13,500.00
<b>SHEPARD CONSTRUCTION, INC. Total</b>				<b>13,500.00</b>
SIX STATES DISTRIBUTORS INC	05 159431	SEAL	02/23/2016	322.07
<b>SIX STATES DISTRIBUTORS INC Total</b>				<b>322.07</b>
SKAGGS PUBLIC SAFETY UNIFORMS & EQUIPMENT	2630301 RI	Supershirt	02/19/2016	505.80
	2635979 RI	TROUSERS	03/02/2016	258.00
<b>SKAGGS PUBLIC SAFETY UNIFORMS &amp; EQUIPMENT Total</b>				<b>763.80</b>
SOUTHEASTERN SECURITY CONSULTANTS INC	104165	Applicant Profiles Requested for 2/8/16	02/08/2016	350.00
<b>SOUTHEASTERN SECURITY CONSULTANTS INC Total</b>				<b>350.00</b>
SOUTHWEST COUNSELING SERVICES	200-032	FEB 2016 EAP CONTRACT BILLING	02/02/2016	583.33
<b>SOUTHWEST COUNSELING SERVICES Total</b>				<b>583.33</b>
SOUTHWEST DOORS INC	10264	Garage Doors	02/22/2016	6,200.00
<b>SOUTHWEST DOORS INC Total</b>				<b>6,200.00</b>
SST TESTING + INC	01301606EA	1ST QTR 2016 RANDOMS VISIT 1	01/29/2016	263.00
	02031604EA	POST ACCIDENT	02/04/2016	90.00
	866	1ST QTR 2016 RANDOMS VISIT 2	02/18/2016	195.00
<b>SST TESTING + INC Total</b>				<b>548.00</b>
STAR TRANSIT	4205	Transportation 2/16/16 from Truman to Rec. Center	03/04/2016	32.50
<b>STAR TRANSIT Total</b>				<b>32.50</b>
STEFFEN, CHRISTOPHER	032816	TRAVEL / RIVERTON / STEFFEN	02/22/2016	57.00
<b>STEFFEN, CHRISTOPHER Total</b>				<b>57.00</b>
STEWART, DOUGLAS	032916	MEALS/MOSQUITO MGMT-THERMOPOLIS	02/23/2016	156.00
<b>STEWART, DOUGLAS Total</b>				<b>156.00</b>
SUNRISE ENGINEERING INC	0080386	Professional Services through January 30, 2016	02/05/2016	13,843.00
<b>SUNRISE ENGINEERING INC Total</b>				<b>13,843.00</b>
SWEETWATER CABLE TELEVISION COMPANY	012923031016	MONTHLY SERVICES	03/10/2016	59.99
	015356031016	MONTHLY SERVICES	03/10/2016	33.80
<b>SWEETWATER CABLE TELEVISION COMPANY Total</b>				<b>93.79</b>
SWEETWATER COUNTY CLERK	022216	OCT/NOV/DEC/ SKYWEST	02/22/2016	14,155.34
<b>SWEETWATER COUNTY CLERK Total</b>				<b>14,155.34</b>
SWEETWATER COUNTY DETENTION CENTER	FEBRUARY 2016	INMATE HOUSING	03/01/2016	2,295.00
<b>SWEETWATER COUNTY DETENTION CENTER Total</b>				<b>2,295.00</b>
SWEETWATER COUNTY DISTRICT BOARD OF HEALTH	2016-144	RABIES VACCINE - PT ACO I	02/18/2016	1,023.00

<b>SWEETWATER COUNTY DISTRICT BOARD OF HEALTH Total</b>				<b>1,023.00</b>
<b>SWEETWATER COUNTY HEALTH DEPARTMENT</b>	<b>EH-1651</b>	Water Testing	03/02/2016	900.00
<b>SWEETWATER COUNTY HEALTH DEPARTMENT Total</b>				<b>900.00</b>
<b>SWEETWATER PLUMBING &amp; HEATING</b>	<b>72533</b>	Seal Kits and Gaskets	02/02/2016	759.55
<b>SWEETWATER PLUMBING &amp; HEATING Total</b>				<b>759.55</b>
<b>SWEETWATER TROPHIES</b>	<b>19871</b>	NAME / LAUG	02/26/2016	18.40
<b>SWEETWATER TROPHIES Total</b>				<b>18.40</b>
<b>THE GREEN RIVER STAR</b>	<b>030216</b>	SUBSCRIPTION / ADMINISTRATION	02/16/2016	35.00
	<b>3259</b>	2016 CIP Call for Bid	02/03/2016	192.50
	<b>3275</b>	ADVERTISING / REQUEST FOR PROPOSALS	02/03/2016	70.00
	<b>3295</b>	ADVERTISING / P & Z	02/03/2016	78.75
	<b>3296</b>	ADVERTISING / P & Z	02/03/2016	96.25
	<b>3299</b>	ADVERTISING / LIQUOR LICENSE	02/03/2016	472.50
	<b>3300</b>	ADVERTISING / LIQUOR LICENSE	02/10/2016	472.50
	<b>3302</b>	2016 Southside Water Phase II Call for Bid	02/03/2016	210.00
	<b>3303</b>	2016 Southside Water Phase II Call for Bid	02/10/2016	210.00
	<b>3304</b>	2016 Southside Water Phase II Call for Bid	02/17/2016	210.00
	<b>3315</b>	Display Ad - Crystal Classic	02/03/2016	270.00
	<b>3326</b>	ADVERTISING / ORDINANCE	02/10/2016	183.75
	<b>3328</b>	Wayfinding Project Call for Bid	02/10/2016	166.25
	<b>3329</b>	Wayfinding Project Call for Bid	02/17/2016	166.25
	<b>3330</b>	Wayfinding Project Call for Bid	02/24/2016	166.25
	<b>3332</b>	Display Ad - GR Cheese Steak	02/10/2016	135.00
	<b>3335</b>	Display Ad - Crystal Classic	02/10/2016	270.00
	<b>3346</b>	Display Ad - Things We Love About Green River	02/17/2016	500.00
<b>THE GREEN RIVER STAR Total</b>				<b>3,905.00</b>
<b>THE RADIO NETWORK</b>	<b>16020504</b>	Green River Leisure Radio Package	02/29/2016	300.00
	<b>16020505</b>	Green River Leisure Radio Package	02/29/2016	300.00
	<b>16020506</b>	Green River Leisure Radio Package	02/29/2016	187.50
	<b>16020507</b>	Green River Leisure Radio Package	02/29/2016	187.50
	<b>16020508</b>	Green River Leisure Radio Package	02/29/2016	187.50
	<b>16020509</b>	Green River Leisure Radio Package	02/29/2016	187.50
	<b>16020511</b>	Green River Recreation Center Radio Package	02/29/2016	138.88
	<b>16020512</b>	Green River Recreation Center Radio Package	02/29/2016	138.88
	<b>16020513</b>	Green River Recreation Center Radio Package	02/29/2016	138.88
	<b>16020514</b>	Green River Recreation Center Radio Package	02/29/2016	138.88
<b>THE RADIO NETWORK Total</b>				<b>1,905.52</b>
<b>THE SNAK SHAK, LLC</b>	<b>021316</b>	Concession Ticket from Crystal Classic	02/13/2016	8.50
<b>THE SNAK SHAK, LLC Total</b>				<b>8.50</b>
<b>THE TIRE DEN INC</b>	<b>1-253302</b>	TIRES	02/09/2016	289.55
	<b>1-253391</b>	TIRES	02/11/2016	148.95
	<b>1-253500</b>	TIRES	02/15/2016	1,497.70
	<b>1-253606</b>	TIRES	02/17/2016	2,660.65
	<b>1-253751</b>	TIRES	02/22/2016	280.00
	<b>1-253924</b>	TIRES	02/25/2016	280.00
	<b>1-GS252850</b>	PD TIRES	02/01/2016	2,794.40
<b>THE TIRE DEN INC Total</b>				<b>7,951.25</b>
<b>THE UPS STORE</b>	<b>2431</b>	Sample Shipping	02/24/2016	10.36
<b>THE UPS STORE Total</b>				<b>10.36</b>
<b>TYLER TECHNOLOGIES INC</b>	<b>025-142413</b>	CASH DRAWER MAINTENANCE	12/16/2015	(32.27)
<b>TYLER TECHNOLOGIES INC Total</b>				<b>(32.27)</b>
<b>UNITED LABORATORIES</b>	<b>INV147055</b>	Baseline Lotion Hand and Body Soap	02/29/2016	350.04
<b>UNITED LABORATORIES Total</b>				<b>350.04</b>
<b>UNITED SERVICE AND SALES</b>	<b>S41159</b>	CUTTING EDGE	01/08/2016	482.00
<b>UNITED SERVICE AND SALES Total</b>				<b>482.00</b>
<b>US BANK</b>	<b>BCOR AMAZO012116</b>	WIRELESS HEADSET	01/25/2016	304.39
	<b>BCOR BARRA010716</b>	BARRACUDA SPAM FIREWALL	01/25/2016	1,298.00
	<b>CDUN DISCO010816</b>	MUGS	01/25/2016	289.34
	<b>CDUN DISCO122815</b>	MUGS	01/25/2016	1,095.11
	<b>CDUN HALFP011316</b>	FLAG	01/25/2016	139.75
	<b>CDUN HALFP011916</b>	FLAG	01/25/2016	63.00
	<b>CDUN RAINB122815</b>	NUMBERS	01/25/2016	73.33
	<b>CDUN SMITH012216</b>	SNACK FOR GRASP	01/25/2016	42.22
	<b>CDUN SMITH122815</b>	SNACK FOR GRASP	01/25/2016	52.65
	<b>CKRA AMAZO012116</b>	CORK BOARD	01/25/2016	54.99
	<b>CKRA AMAZO12116</b>	CLIPBOARDS	01/25/2016	29.99
	<b>CKRA AMAZON11416</b>	MOUNTING PUTTY TABS	01/25/2016	14.46
	<b>CKRA AMAZON11516</b>	BATTERIES	01/25/2016	29.89

CKRA AMAZON12116	Office Supplies	01/25/2016	54.97
CKRA AMAZON12216	BUSINESS CARD HOLDERS	01/25/2016	95.08
CKRA COWBOY12016	REFRESHMENTS FOR MOVING CREW	01/25/2016	53.96
CKRA SWEET010816	REFRESHMENTS FOR RETIREMENT	01/25/2016	64.00
CKRA WALM010716	Office Supplies	01/25/2016	70.61
CMEA NEWEG122915	DVI-D CABLE	01/25/2016	16.21
CMEA NEWEGG11916	ERGOTRON DUAL STAKING ARMS	01/25/2016	772.44
CMEA UNION12316	CELL PHONE SERVICE	01/25/2016	47.35
CMEA VERIZ012216	CELL PHONE SERVICE	01/25/2016	1,047.90
EHAN GALLO012116	VALVES	01/25/2016	120.50
EHAN GOODW011916	towels	01/25/2016	15.00
EHAN HOMED100815	Couplings	10/26/2015	4.40
EHAN HOMEDE11916	Sand	01/25/2016	20.75
EHAN HOMEDE92915	CRITTER RIDDER II	10/26/2015	13.97
EHAN LIFEG102115	COLOR CODED BUCKLE STRAPS	10/26/2015	41.80
EHAN QUALI102115	DEADBOLT	10/26/2015	102.00
EHAN RSACE100815	MAINTENANCE SUPPLIES	10/26/2015	67.15
EHAN SPADEP11816	SKIMMER NET/WALL CLEANING BRUSH	01/25/2016	17.85
EHAN WALM092915	LG DVD	10/26/2015	27.88
EMIL BOSCH10816	Hooks	01/25/2016	52.18
EMIL EXXON011216	FUEL	01/25/2016	60.31
EMIL HOMEDE11516	CARTRIDGE/CIRCUIT BREAKER	01/25/2016	107.72
EMIL IDENT122915	1 SITE LICENSE	01/25/2016	654.00
EMIL STAPLE12016	LA-Z-BOY BRADLEY	01/25/2016	199.99
JMEL 4IMPR082815	GRAB BAGS	09/25/2015	370.95
JMEL ALIGN091415	REGISTRATION	09/25/2015	225.00
JMEL FUNEXP92915	Trunk or Treat	10/26/2015	180.73
JMEL HOLID102315	MOTEL	10/26/2015	549.75
JMEL HOMED101015	Trunk or Treat	10/26/2015	14.91
JMEL KMART100815	Trunk or Treat	10/26/2015	73.66
JMEL LOAF91115B	POP	09/25/2015	15.49
JMEL LOAFNJ91115	ICE	09/25/2015	29.04
JMEL MAVERK91115	WATER	09/25/2015	5.67
JMEL SMITH091715	Trunk or Treat	09/25/2015	9.08
JMEL SMITH091815	TABLE COVERS	09/25/2015	11.94
JMEL SMITH100915	Trunk or Treat	10/26/2015	42.54
JMEL STAPL100715	Trunk or Treat	10/26/2015	7.08
JMEL STAPLE92415	Office Supplies	10/26/2015	31.98
JMEL SUBWA091716	Trunk or Treat	09/25/2015	40.28
JMEL TRAVEL90715	TRAVEL INSURANCE	09/25/2015	28.89
JMEL UNITE101715	BAGGIE CHARGE	10/26/2015	25.00
JMEL UNITED10221	BAGGIE CHARGE	10/26/2015	25.00
JMEL UNITED90715	FLIGHT	09/25/2015	525.20
JMEL WALMA100215	Trunk or Treat	10/26/2015	37.15
JMEL WALMA100615	Trunk or Treat	10/26/2015	92.61
JMEL WALMA100915	Trunk or Treat	10/26/2015	24.73
JMELNICEBA91415	Badges	09/25/2015	47.56
JMELSMITHS91115	Trunk or Treat	09/25/2015	35.40
JNIE ACEHA011216	GLASSES	01/25/2016	69.32
JNIE SHOPK011816	PERSONAL CHARGE	01/25/2016	4.23
LERD IAAI 100115	MEMBERSHIP/ERDMAN	10/26/2015	100.00
LERD IAAI100115	MEMBERSHIP/THOMPSON	10/26/2015	100.00
LERD PALACE92915	ROOM DEPOSITS X2	10/26/2015	145.60
MLIB SUNDOW10816	LODGING/MADURA,DRANEY,HUNTER,PARKER,SPAL	01/25/2016	700.00
MNEU EB201121015	REGISTRATION	12/28/2015	529.48
MNEU HAMP122015	MOTEL / WILLIAMSON	12/28/2015	528.00
MNEU HAMPT122015	MOTEL / BRYAN	12/28/2015	528.00
SSCH AMAZ010816	ZUMBA FITNESS	01/25/2016	22.95
SSCH AMAZ010816B	LED STROBE BULB	01/25/2016	12.97
SSCH AMAZ010816C	BRACLETS	01/25/2016	22.50
SSCH AMAZO010816	ZUMBA FITNESS	01/25/2016	31.00
SSCH AMAZO010916	Lights	01/25/2016	43.36
SSCH AMAZO011016	BRACLETS	01/25/2016	19.98
SSCH ARCSE012116	RED CROSS	01/25/2016	975.00
SSCH GIFTT011516	Clock	01/25/2016	84.99
SSCH MCDON123015	NEW YEARS EVE	01/25/2016	16.00
SSCH PIZZA123115	NEW YEARS EVE	01/25/2016	255.82
SSCH S&SWO010816	NEW YEARS EVE	01/25/2016	699.95

	SSCH SHOPK123015	NEW YEARS EVE	01/25/2016	36.82
	SSCH STAPL010916	TONER CARTRIDGE	01/25/2016	214.97
	SSCH SUBWA010116	NEW YEARS EVE	01/25/2016	348.00
	TMAD EXX0011016	FUEL	01/25/2016	41.92
	TMAD EXXON011016	FUEL	01/25/2016	22.98
	TSMI EB201612301	REGISTRATION / STEWART / BARTLETT / EASTMAN	01/25/2016	255.00
	TSMI RAMK012116	MOTEL / BARTLETT	01/25/2016	249.00
	TSMI RAMK0012116	MOTEL / STEWART	01/25/2016	249.00
	TSMI TRAVE123015	TRAVEL INSURANCE / GARDEA	01/25/2016	28.89
	TSMI TYLER122915	REGISTRATION / GARDEA	01/25/2016	800.00
	TSMI UNITE122915	FLIGHT / GARDEA	01/25/2016	525.20
<b>US BANK Total</b>				<b>17,325.71</b>
VSP - VISION SERVICE PLAN	02162016	MARCH 2016 ACCT# 121779980044	02/16/2016	1,815.66
<b>VSP - VISION SERVICE PLAN Total</b>				<b>1,815.66</b>
WAVING AT YOU.COM	217449	Military Flags	03/01/2016	280.00
<b>WAVING AT YOU.COM Total</b>				<b>280.00</b>
WEBT - WYOMING EDUCATORS' BENEFIT TRUST	672	RETIREE INSURANCE PREMIUM	03/04/2016	863.00
	673	RETIREE INSURANCE PREMIUM	03/04/2016	964.25
	674	RETIREE INSURANCE PREMIUM	03/04/2016	873.58
	675	RETIREE INSURANCE PREMIUM	03/04/2016	517.25
	676	RETIREE INSURANCE PREMIUM	03/04/2016	1,258.00
	677	RETIREE INSURANCE PREMIUM	03/04/2016	863.00
	678	RETIREE INSURANCE PREMIUM	03/04/2016	1,134.00
	679	RETIREE INSURANCE PREMIUM	03/04/2016	877.90
	680	RETIREE INSURANCE PREMIUM	03/04/2016	863.00
	681	RETIREE INSURANCE PREMIUM	03/04/2016	1,134.00
	682	RETIREE INSURANCE PREMIUM	03/04/2016	1,148.90
	683	RETIREE INSURANCE PREMIUM	03/04/2016	416.00
	684	RETIREE INSURANCE PREMIUM	03/04/2016	416.00
	685	RETIREE INSURANCE PREMIUM	03/04/2016	1,187.78
<b>WEBT - WYOMING EDUCATORS' BENEFIT TRUST Total</b>				<b>12,516.66</b>
WESCO DISTRIBUTION INC	196093	Light pole	02/24/2016	2,317.08
	199476	Street Lights	03/01/2016	248.64
	199477	Ballfield Lights	03/01/2016	304.00
	199478	Ballfield Lights	03/01/2016	304.00
<b>WESCO DISTRIBUTION INC Total</b>				<b>3,173.72</b>
WHISLER CHEVROLET COMPANY INC	118473CVW	ACCIDENT REPAIR	02/02/2016	409.18
	118798CVW	Pulley	02/25/2016	53.88
<b>WHISLER CHEVROLET COMPANY INC Total</b>				<b>463.06</b>
WHITE MOUNTAIN LUMBER & RENTAL	2301206	Red Oak	02/18/2016	167.75
	2301207	WOOD	02/18/2016	193.23
	2301245	WOOD	02/19/2016	22.68
	2301277	WOOD	02/23/2016	89.02
	2301294	Foam Brush	02/24/2016	6.67
	2301305	Spackling Compound, Scraper, Adhesive	02/24/2016	17.17
	2301324	PLYWOOD	02/25/2016	129.10
	2301367	SHEATHING	02/26/2016	13.14
	2301369	Plate Joiner Biscuit	02/26/2016	7.10
	2301391	Flat Bar	02/29/2016	8.80
	2301397	BTR FIR DRY PREMIUM	02/29/2016	12.96
	2301466	PREMIUM STUD	03/01/2016	7.59
	2301471	CONCRETE MIX	03/01/2016	8.98
	2301523	Outlet Box	03/03/2016	5.75
<b>WHITE MOUNTAIN LUMBER &amp; RENTAL Total</b>				<b>689.94</b>
WYOMING EMBROIDERY & SPORTING GOODS	12181	NAME / HALTER	02/25/2016	27.00
<b>WYOMING EMBROIDERY &amp; SPORTING GOODS Total</b>				<b>27.00</b>
WYOMING MACHINERY COMPANY	PO 4481198	Hose	02/16/2016	40.69
	PO 4481199	Diaphragm	02/16/2016	26.42
	PO 4484144	Hose	02/18/2016	46.46
	PO 4493042	FILTERS	02/26/2016	107.23
	PO 4494454	Parts	02/27/2016	90.36
	PO 4500363	SWITCH	03/03/2016	72.46
	WO 4482921	ELECTRIC SYSTEM	02/17/2016	269.53
<b>WYOMING MACHINERY COMPANY Total</b>				<b>653.15</b>
WYOMING MOSQUITO MANAGEMENT ASSOCIATION	032916	REGISTRATION FOR MOSQUITO MGMT	02/23/2016	300.00
<b>WYOMING MOSQUITO MANAGEMENT ASSOCIATION Total</b>				<b>300.00</b>
<b>Grand Total</b>				<b>438,570.55</b>



## Payroll Presented for 03-15-16 City Council

Net Payroll	221,184.01
Deductions	<u>69,093.27</u>
Total Payroll	<u>\$ 290,277.28</u>

Period 2/26/16-3/10/16

\_\_\_\_\_  
Director of Finance, Chris Meats

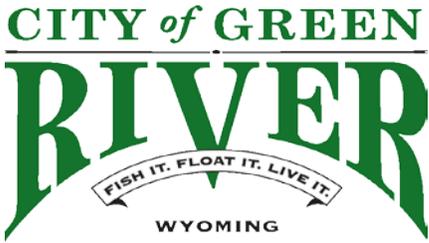
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Date

\_\_\_\_\_  
City Administrator, Reed Clevenger

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor, Pete Rust

\_\_\_\_\_  
Date



## Preauthorization List Presented for 03-15-16 City Council

Listed below are items needing to be paid prior to the next regularly scheduled council meeting. These amounts are estimates and require pre-authorization.

PAYROLL AND RELATED EXPENSES (includes FICA and Federal Tax deposit, workers comp. and Retirement)	\$ 1,000,000.00
PETTY CASH REIMBURSEMENT & POSTAGE	5,000.00
US BANK - Miscellaneous credit card charges	40,000.00
MUNICIPAL COURT - Jury fees	2,000.00
TRAVEL EXPENSES - Elected Officials & Employees	8,000.00
DEPOSIT REFUNDS - Faculty and Utility Refunds	10,000.00

**Total** \$ 1,065,000.00

Requested by : \_\_\_\_\_  
Director of Finance, Chris Meats