



## CITY COUNCIL AGENDA

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I. 7:00 PM CALL TO ORDER: APRIL 5, 2016 COUNCIL

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

IV. PRESENTATIONS

A. GREEN RIVER CHAMBER OF COMMERCE UPDATE

B. GOLDEN HOUR SENIOR CENTER UPDATE

Sheela Schermetzler, Executive Director of the Golden Hour Senior Center will give an update to City Council.

C. SWEETWATER COUNTY COMBINED COMMUNICATION CENTER UPDATE

V. 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.

VI. BOARD AND COMMITTEE APPOINTMENTS

A. APPOINTMENT OF STEPHANIE JOHNSON TO THE PARKS & RECREATION ADVISORY BOARD

Currently the Parks & Recreation Advisory Board has one vacant seat. This is a Mayor appointed Board. The Board recommends Stephanie Johnson for this seat.

**Suggested Motion:** I move to confirm Mayor Rust's appointment of Stephanie Johnson to the Parks & Recreation Advisory Board for a three year term beginning on April 6, 2016 and commencing on April 6, 2019.

Documents: [S.JOHNSON.COUNCIL.0405.16.PDF](#)

B. REAPPOINTMENT OF MICHAEL BROWN TO THE PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission is requesting the reappointment of three members for shortened terms to re-create staggered terms of its membership. As it is now, the terms of four members will be expiring at the same time. With only seven members, the potential of losing four members could result in the lack of quorum to conduct business. After these shortened terms are complete, future appointments will then go back to the original three-year term and at no time will more than two terms expire at the same time.

**Suggested Motion:** I move to confirm Mayor Rust's Reappointment of Michael Brown to the Planning & Zoning Commission for a term beginning April 5, 2016 and concluding August 31, 2017.

Documents: [BROWN APPOINTMENT PNZ.PDF](#)

#### **C. REAPPOINTMENT OF TOM CHRISTIANSEN TO THE PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission is requesting the reappointment of three current members for shortened terms to re-create staggered terms of its membership. As it is now, the terms of four members will be expiring at the same time. With only seven members, the potential of losing four members could result in the lack of a quorum to conduct business. After these shorted terms are complete, future appointments will then go back to the original three-year term and at no time will more than two terms expire at the same time.

**Suggested Motion:** I move to confirm Mayor Rust's reappointment of Tom Christiansen to the Planning and Zoning Commission for a term beginning April 5, 2016 and concluding April 5, 2017.

Documents: [CHRISTIANSON APPOINTMENT PNZ.PDF](#)

#### **D. REAPPOINTMENT OF JIM STEISS TO THE PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission is requesting the reappointment of three current members for shortened terms to re-create staggered terms of its membership. As it is now, the terms of four members will be expiring at the same time. With only seven members, the potential of losing four members could result in the lack of a quorum to conduct business. After these shorted terms are complete, future appointments will then go back to the original three-year term and at no time will more than two terms expire at the same time.

**Suggested Motion:** I move to confirm Mayor Rust's reappointment of Jim Steiss to the Planning and Zoning Commission for a term beginning April 5, 2016 and concluding April 5, 2017.

Documents: [STEISS APPOINTMENT PNZ.PDF](#)

### **VII. RESOLUTIONS**

**A. CONSIDERATION OF A RESOLUTION ESTABLISHING AND OFFICIALLY DESIGNATING A BANK DEPOSITORY FOR THE CITY OF GREEN RIVER**

Financial institutions must file an application once a year with the Finance Officer/Treasurer including a certified copy of the resolution adopted by the board of directors of the banking institution as established by Section 9-4-806 of the Wyoming State Statutes.

**Suggested Motion:** I move to approve the resolution officially establishing and designating a bank depository for the purpose of earning a secured rate of return for the City of Green River.

Documents: [BANK DEPOSITORY - WYO BANK.PDF](#)

**B. CONSIDERATION OF A RESOLUTION FOR THE 2016 WAYFINDING SIGNAGE PROJECT**

The Wyoming Business Council Enhancement Grant was awarded to the City of Green River in the amount of \$84,000, combined with the City's matching funds of \$84,000, the total project budget is for \$168,000. To date, no money has been spent on this project.

**Suggested Motion:** I move to approve an increase in the Capital Projects Fund for the Banner & Wayfinding Project, in the amount of \$75,694.

Documents: [WAYFINDING RESOLUTION.PDF](#)

**VIII. COUNCIL ACTION ITEMS**

**A. CONSIDERATION OF A CONTRACT FOR CUSTODIAL SERVICES WITH CASTLE CLEANING FOR THE RECREATION CENTER**

Consideration of a Contract for Custodial Services with Castle Cleaning for the Recreation Center.

**Suggested Motion:** I move to approve a Contract for Custodial Services with Castle Cleaning for the Recreation Center, in the amount of \$60,000, pending legal review.

Documents: [AGENDA AND CUSTODIAL SERVICE CONTRACT.PDF](#)

**B. CONSIDERATION OF APPROVAL OF THE WORLD'S LARGEST SWIMMING LESSON HOST FACILITY LIABILITY AND PUBLICITY RELEASE**

Consideration of approval of the World Largest Swimming Lesson Host Facility Liability and Publicity Release.

**Suggested Motion:** I move to approve the World Largest Swimming Lesson Host Facility Liability and Publicity Release, pending legal review.

Documents: [CITY COUNCIL AGENDA AND WLSL LIABILITY AND](#)

**C. CONSIDERATION TO AUTHORIZE THE MAYOR TO SIGN A GRANT AGREEMENT WITH WYOMING DIVISION OF CRIMINAL INVESTIGATION**

Consideration to authorize the Mayor to sign a grant agreement with the Wyoming Division of Criminal Investigation for the sub recipient grant award from HIDTA (High Intensity Drug Traffic Area) for \$85,184. This allows for full funding for one GRPD officer that is assigned to the Southwest Enforcement Team of DCI.

**Suggested Motion:** I move to authorize the Mayor to sign a grant agreement with the Wyoming Division of Criminal Investigation, in the amount of \$85,184.

Documents: [DCI HIDTA GRANT.PDF](#)

**D. CONSIDERATION OF A BID AWARD FOR THE 2016 WAYFINDING SIGNAGE PROJECT**

The Bid Opening for the 2016 Wayfinding Signage Project was held on March 3, 2016, resulting in five bids; Wyoming Signs of Casper; BSC Signs of Broomfield, Colorado; Harmon Signs of Toledo, Ohio; YESCO of Salt Lake City, Utah; and Color-Ad of Manassas, Virginia. We are recommending awarding the low bidder, Wyoming Signs, LLC. with the bid of \$107,542.00.

**Suggested Motion:** I move to award the 2016 Wayfinding Signage Project to Wyoming Signs, LLC., for the amount of \$107,542, and authorize the Mayor to sign the Agreement.

Documents: [AWARD WAYFINDING PROJECT.PDF](#)

**E. CONSIDERATION TO APPROVE CHANGE ORDER #2 FOR THE POLICE DEPARTMENT SHOOTING RANGE PROJECT**

Approval of Change Order #2 to extend the Shooting Range Project's completion date by 61 days, from March 31, 2016 to May 31, 2016.

**Suggested Motion:** I move to approve Change Order #2 extending the Green River Shooting Range Project's completion date, by 61 days, from March 31, 2016 to May 31, 2016.

Documents: [SHOOTING RANGE CHANGE ORDER.PDF](#)

**IX. CONSENT AGENDA**

**A. APPROVAL TO APPOINT A CITY'S DESIGNEE TO THE WYOMING SMART CAPITAL NETWORK CONSORTIUM**

The City is a member of the Wyoming Smart Network Consortium and must again appoint a representative. In the fall of 2010 Congress passed the Small Business Jobs Act, a \$42 billion program which allocated \$1.5 billion for states and cities to establish Small Business Initiative Programs. Seventeen Wyoming municipalities formed a

coalition to submit an application to the United States Treasury to bring these funds into their communities for local businesses. The result was the formation of Wyoming Smart Capital Network, LLC a company contracted to implement the program. Jeff Nieters was the past representative and has left the City so Staff would like to appoint Chris Meats as the designee.

**Suggested Motion:** I move to approve and direct the Mayor to sign the documents with Wyoming Smart Capital Network to appoint Chris Meats as the City's designee.

Documents: [WYOMING SMART CAPITAL NETWORK.PDF](#)

#### **B. APPROVAL OF AN UPDATE TO THE AMENDMENT TO SECURITY PROCEDURE AGREEMENT WITH WELLS FARGO**

The city needs to update the approved designees with Wells Fargo Bank for the distributions of the bonded 6th Penny Funds. The form will remove Chris Steffen and add Reed Clevenger and Mary Seppie as designees.

**Suggested Motion:** I move to approve and direct the Mayor to sign the Amendment to Security Procedure Agreement with Wells Fargo to remove Chris Steffen and add Reed Clevenger and Mary Seppie.

Documents: [SECURITY PROCEDURE AGREEMENT.PDF](#)

#### **C. APPROVAL OF A MEMORANDUM OF AGREEMENT FOR FIRE PROTECTION SERVICES FOR JAMESTOWN**

Approval of an Agreement for Fire Protection Services for Jamestown Fire Control District.

**Suggested Motion:** I move to approve the Memorandum of Agreement for Fire Protecting Services for Jamestown and authorize the Mayor to sign the agreement.

Documents: [MEMORANDUM OF AGREEMENT FOR FIRE PROTECTION SERVICES FOR JAMESTOWN.PDF](#)

#### **D. APPROVAL OF A MEMORANDUM OF UNDERSTANDING AND COOPERATIVE AGREEMENT FOR THE REGIONAL 2015 ASSISTANCE TO FIREFIGHTERS GRANT**

Approval of a Memorandum of Understanding and Cooperative Agreement among the City of Rock Springs, City of Green River, Sweetwater County, Sweetwater County Fire District #1, and the Sweetwater County Combined Communications Joint Powers Board for the Regional Assistance to Firefighters Grant.

**Suggested Motion:** I move to be a party to the Memorandum of Understanding and Cooperative Agreement for the Regional Grant Application for the Priority Dispatch Software in the 2015 Assistance to

Firefighters Grant Program, and authorize the Mayor to sign the MOU and Cooperative Agreement.

Documents: [MEMORANDUM OF UNDERSTANDING FOR THE REGIONAL 2015 AFG.PDF](#)

#### **E. APPROVAL OF AN ORGANIZATIONAL USE AGREEMENT - WYOMING TRADEMARK LICENSE**

The City of Green River is participating in the Wyoming Tourism Road Trip Sticker program and has designed a promotional sticker depicting Green River. In the design we also incorporated the "Bucking Horse and Rider" (BH&R) which requires a trademark license from the University of Wyoming. We have submitted the sticker and an application to the Trademark and Licensing Office at the University of Wyoming. It was approved for use by the TLO and they provided an Organizational Use Agreement to be signed so that we are properly licensed. Since it is for promotional services of our city, there is no cost associated for the right to use the mark in this manner.

**Suggested Motion:** I move to approve and direct the Mayor to sign the Organizational Use Agreement with the Trademark Licensing and Marketing office of the University of Wyoming for use in the Wyoming Tourism Road Trip campaign that will be valid from the date of signature to its expiration on June 30, 2018.

Documents: [AGENDA ORGANIZATIONAL USE BHR TRADEMARK 4-5-16.PDF](#)

#### **F. APPROVAL OF THE HEALTHY CONTRIBUTIONS PROGRAM AGREEMENT**

The Green River Recreation Center would like to participate in the Healthy Contributions Program and is requesting approval of the Program Agreement. This contract would replace the current contract we have with Union Pacific Railroad (UPRR) that will be expiring April 28, 2016. The contract is for the employees of UPRR to participate at the Recreation Center at a discounted rate. Union Pacific is outsourcing and updating their billing process to Healthy Contributions.

The approval of this agreement would help continue the current revenue stream we get from UPRR. In the last year, we had 1,782 admissions at \$3.50 per admission (per the UPRR contract) with revenue of \$6,237. If approved, the Healthy Contributions Program Agreement, the revenue would come out even in the short term initiation of the program but would make the City more money in the long run.

**Suggested Motion:** I move to approve the Healthy Contributions Program Agreement for one year expiring on April 28th, 2017 and have the Mayor sign the agreement.

Documents: [HEALTHY CONTRIBUTIONS PROGRAM AGREEMENT.PDF](#)

**G. HORSE CORRAL LEASE AGREEMENT WITH ASHLEY MCKINNEY FOR CORRAL SPACE #8**

To enter into a lease agreement with Ashley McKinney for Horse Corral Space #8.

**Suggested Motion:** I move to approve the Horse Corral Lease Agreement with Ashley McKinney for Horse Corral Space #8.

Documents: [MCKINNEY.ASHLEY.8.0405.16.PDF](#)

**H. HORSE CORRAL LEASE AGREEMENT WITH JOE OLER FOR SPACE #15**

To enter into a lease agreement with Joe Oler for Horse Corral Space #15

**Suggested Motion:** I move to enter into a lease agreement with Joe Oler for horse corral space #15.

Documents: [OLER.JOE.15.0405.16.PDF](#)

**I. APPROVAL OF MINUTES FOR:**

**I.i. March 15, 2016 Council**

Documents: [MARCH 15, 2016 COUNCIL SIGNATURES.PDF](#)

**I.ii. March 22, 2016 Special Council & Workshop**

Documents: [MARCH 22, 2016 SPECIAL COUNCIL WORKSHOP SIGNATURES.PDF](#)

**J. APPROVAL OF PAYMENT OF BILLS:**

**J.i. Prepays - \$176,247.24**

Documents: [4-5-16 PREPAID INVOICES.PDF](#)

**J.ii. Outstanding Invoices - \$426,297.34**

Documents: [4-5-16 OUTSTANDING INVOICES.PDF](#)

**J.iii. Payroll Expenditures - \$595,323.61**

Documents: [4-5-16 PAYROLL.PDF](#)

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

Documents: [4-5-16 PREAUTHORIZATION.PDF](#)

**X. CITY ADMINISTRATOR'S REPORT**

**XI. CITY ATTORNEY'S REPORT**

**XII. MAYOR AND COUNCIL REPORTS**

### XIII. ADJOURNMENT