

## 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**

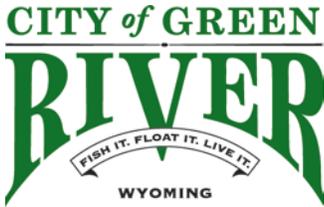
Documents: [4-5-16 PREAUTHORIZATION.PDF](#)

**X. CITY ADMINISTRATOR'S REPORT**

**XI. CITY ATTORNEY'S REPORT**

**XII. MAYOR AND COUNCIL REPORTS**

### XIII. ADJOURNMENT



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 28, 2016	Department: Parks and Recreation
Meeting Date: April 5, 2016	Department Head: Brad Raney
	Presenter: Consent Agenda Item

**Subject:**

Parks & Recreation Advisory Board appointment

**Background/Alternatives:**

The Parks & Recreation Advisory Board is a Mayor appointed Board. Currently there exists one vacancy. The Advisory Board recommends Stephanie Johnson be appointed to serve a three (3) year term.

**Attachments:**

Application

**Fiscal Impact:**

None

**Staff Impact:**

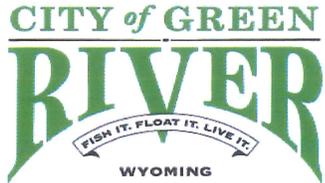
None

**Legal Review:**

Not applicable

**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 April 6, 2016 and concluding on April 6, 2019.



## BOARDS – COMMISSIONS - COMMITTEES VOLUNTEER APPLICATION

### YOUR CONTACT INFORMATION

NAME Stephanie Johnson

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

STREET ADDRESS 2745 Alamosa Circle

CITY & ZIP CODE Green River, 82935

PHONE(S) 307-871-7365

E-MAIL ADDRESS sgj2208@gmail.com

### AREAS OF INTERESTS

- |  |   |
|--|---|
| <input type="checkbox"/> BUILDING CODE BOARD OF APPEALS        | <input checked="" 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.

- Bachelor's Degree, BYU 2006, Recreation Management and Youth Leadership
- Orem Utah Recreation Center, Front Desk Supervisor, May 2005-March 2006
- BYU Sports and Dance Camps, Student Planner, March 2006-August 2006
- 24 Hour Fitness, Assistant Club Manager, September 2006-April 2007
- The Woodlands, TX Parks and Recreation, Program Coordinator, April 2007-July 2009

-My education and most work experience has been focus around Parks and Recreation. I enjoy sports and fitness as well as planning recreation based activities for children. I have been involved in the planning of 5k, 10 mile and triathlon races, adult sports leagues, youth sports camps, youth recreation programs, community activities (concerts in the park, community camp-outs, haunted trails, Easter egg hunts, visits with Santa, etc.), toddler sports classes, summer camps and more. I currently enjoy playing volleyball and exercising at the Recreation Center. My husband and I, along with our 3 children, enjoy being outdoors together.

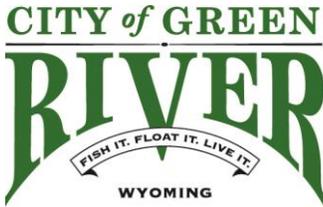
SIGNATURE 

DATE 16 March 2016 (Applications held 6 months)

For Office Use Only

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

Board \_\_\_\_\_



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 29, 2016	Department: Administration
Meeting Date: April 5, 2016	Department Head: Reed Clevenger
	Presenter: Mayor Rust

**Subject:**

*Planning and Zoning Commission Re-appointments*

**Background/Alternatives:**

*The Planning and Zoning Commission is requesting re-appointment 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.*

*To re-establish the staggered terms on the Planning and Zoning Commission, the Commission and Mayor Rust recommend the following re-appointment and terms:*

- Re-appointment of Michael Brown to a term beginning April 5, 2016 and concluding August 31, 2017.*

**Attachments:**

*Mike Brown Volunteer Application*

**Fiscal Impact:**

*None*

**Staff Impact:**

*None*

**Legal Review:**

*None*

**Suggested Motion:**

I MOVE to confirm Mayor Rust's Planning and Zoning Commission appointments of Michael Brown to a term beginning April 5, 2016 and concluding August 31, 2017.



## BOARDS – COMMISSIONS - COMMITTEES VOLUNTEER APPLICATION

### YOUR CONTACT INFORMATION

NAME Michael Brown

MAILING ADDRESS (same as below)

STREET ADDRESS 1735 Colorado Drive

CITY & ZIP CODE Green River, WY 82935

PHONE(S) 307-871-9322

E-MAIL ADDRESS mbrown.us@hotmail.com

### 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 checked="" 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

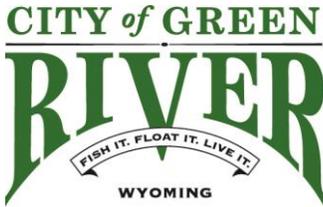
Summarize the special skills and qualifications you have acquired from employment, previous volunteer work, and other activities including hobbies or sports. Optional: attach résumé.

Member of the Green River Lions Club and URA/Main Street Board  
Currently on Planning and Zoning Commission

SIGNATURE 

DATE 3/7/2016 (Applications held 6 months)

For Office Use Only	
Appointment Date	_____
Board	_____



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 29, 2016	Department: Administration
Meeting Date: April 5, 2016	Department Head: Reed Clevenger
	Presenter: Mayor Rust

**Subject:**

*Planning and Zoning Commission Re-appointments*

**Background/Alternatives:**

*The Planning and Zoning Commission is requesting re-appointment 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.*

*To re-establish the staggered terms on the Planning and Zoning Commission, the Commission and Mayor Rust recommend the following re-appointment and terms:*

- Re-appointment of Tom Christiansen to a term beginning April 5, 2016 and concluding April 5, 2017.*

**Attachments:**

*Tom Christiansen Volunteer Application*

**Fiscal Impact:**

*None*

**Staff Impact:**

*None*

**Legal Review:**

*None*

**Suggested Motion:**

I MOVE to confirm Mayor Rust's Planning and Zoning Commission appointments of *Tom Christiansen* to a term beginning April 5, 2016 and concluding April 5, 2017.



# BOARDS – COMMISSIONS - COMMITTEES VOLUNTEER APPLICATION

## YOUR CONTACT INFORMATION

NAME Tom Christiansen  
 MAILING ADDRESS 1125 Maine Way  
 STREET ADDRESS same  
 CITY & ZIP CODE Green River, WY 82935  
 PHONE(S) 307. 870. 5201  
 E-MAIL ADDRESS wygrouse@gmail.com

## 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 checked="" 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.

*Current P & Z member*

SIGNATURE *Tom Christiansen*  
 DATE 3/15/16 (Applications held 6 months)

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



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 29, 2016	Department: Administration
Meeting Date: April 5, 2016	Department Head: Reed Clevenger
	Presenter: Mayor Rust

**Subject:**

*Planning and Zoning Commission Re-appointments*

**Background/Alternatives:**

*The Planning and Zoning Commission is requesting re-appointment 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.*

*To re-establish the staggered terms on the Planning and Zoning Commission, the Commission and Mayor Rust recommend the following re-appointment and terms:*

- Re-appointment of Jim Steiss to a term beginning April 5, 2016 and concluding April 5, 2017.*

**Attachments:**

*Jim Steiss Volunteer Application*

**Fiscal Impact:**

*None*

**Staff Impact:**

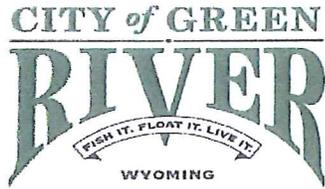
*None*

**Legal Review:**

*None*

**Suggested Motion:**

I MOVE to confirm Mayor Rust's Planning and Zoning Commission appointments of Jim Steiss to a term beginning April 5, 2016 and concluding April 5, 2017.



BOARDS – COMMISSIONS - COMMITTEES  
VOLUNTEER APPLICATION

YOUR CONTACT INFORMATION

NAME Jim Steiss  
MAILING ADDRESS 1325 Kentucky St.  
STREET ADDRESS \_\_\_\_\_  
CITY & ZIP CODE Green River, WY 82935  
PHONE(S) 307-871-1911  
E-MAIL ADDRESS steissj@hotmail.com

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 checked="" 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 _____                           |  |

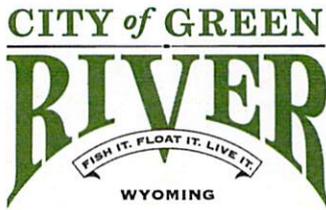
SPECIAL SKILLS OR QUALIFICATIONS

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

*I have been on the planning and zoning commission for quite some time (10+ years) and wish to continue.*

SIGNATURE Jim Steiss  
DATE 3-8-14 (Applications held 6 months)

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



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 03/30/16	Department: Finance
Meeting Date: 04/05/16	Department Head: Chris Meats
	Presenter: Chris Meats

**Subject:**

Resolution for Designations of Bank Depository for the City of Green River

**Background/Alternatives:**

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.

**Attachments:**

Resolution

**Fiscal Impact:**

N/A

**Staff Impact:**

N/A

**Legal Review:**

N/A

**Suggested Motion:**

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

**RESOLUTION NO. R16-16**

**A RESOLUTION ESTABLISHING AND OFFICIALLY DESIGNATING BANK DEPOSITORIES FOR THE PURPOSE OF EARNING A SECURED RATE OF RETURN FOR THE CITY OF GREEN RIVER.**

WHEREAS, Official depositories will:

- a) File an application once a year with the Director of Finance/City Clerk/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.
- b) Each depository must furnish the Director of Finance/City Clerk/Treasurer with a quarterly financial condition report.

WHEREAS, the official depositories are:

- WYO Bank & Trust

WHEREAS, the City of Green River shall accept as security for the City's deposits U.S. Treasury Bills, Notes and Bonds, and agencies for the U.S. Government or General Obligation Bonds for the State of Wyoming or a political subdivision and all debt instruments of the City of Green River;

WHEREAS, all securities pledged shall have a fair market value equal to or exceeding 110% of the deposits including accrued interest held by the banking institution;

WHEREAS, safekeeping receipts or joint custody receipts must meet State of Wyoming requirements and be issued to the City of Green River;

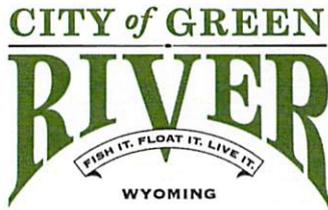
WHEREAS, all securities or joint receipts must be in the name of the City of Green River.

NOW, THEREFORE, be it resolved that the City Administrator and the Director of Finance/City Clerk/Treasurer are hereby authorized to deposit and secure funds in the above depositories.

PASSED, APPROVED AND ADOPTED THIS 5TH DAY OF APRIL, 2016.

Signed: \_\_\_\_\_  
Pete Rust, Mayor

Attest: \_\_\_\_\_  
Chris Meats, City Clerk



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 28, 2016	Department: Public Works
Meeting Date: April 5, 2016	Department Head: Mark Westenskow
	Presenter: Holden Wright

**Subject:**

*Resolution to Increase the Capital Projects Fund for the Banners & Wayfinding Signage Project*

**Background/Alternatives:**

*The project will consist of the installation of 22 large vehicular signs, 14 small vehicular signs, and 3 parking area signs throughout the City of Green River. The large and small vehicular signs will have 2 poles supporting it with concrete bases and the parking area signs shall have one pole and concrete base. The City is working with the Wyoming Business Council to add banner poles to the scope of the project, to be completed by the same Contractor.*

**Attachments:**

*Resolution*

**Fiscal Impact:**

*The Wyoming Business Council Enhancement Grant, awarded October 2015, is in the amount of \$84,000, combined with the City's matching funds of \$84,000 the total project budget is \$168,000. To date, no money has been spent on this project.*

**Staff Impact:**

NA

**Legal Review:**

NA

**Suggested Motion:**

I move to approve an increase in the Capital Projects Fund for the Banners & Wayfinding Project, in the amount of \$75,694.

**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 BANNERS & WAY FINDING PROJECT IN THE AMOUNT OF \$75,694.**

**WHEREAS**, the Governing Body desires to increase the Banners & Way Finding Project to provide for a Grant from the Wyoming Business Council; **and**

**WHEREAS**, the Governing Body desires to increase the expenditure budget authority in Capital Projects Fund for the Banners & Way Finding Project (15.000.000.BWF.60) in the amount of \$75,694; **and**

**WHEREAS**, the Governing Body desires to increase the grant revenue budget authority in Capital Projects Fund (15.000.000.BWF.4810) in the amount of \$75,694;

**NOW, THEREFORE**, BE IT RESOLVED, THAT THE GOVERNING BODY DESIRES TO INCREASE THE BANNERS & WAY FINDING PROJECT'S BUDGET AND AUTHORIZES THE CITY ADMINISTRATOR AND CITY TREASURER TO INCREASE THE PROGRAMS'S BUDGET IN THE AMOUNT OF \$75,694 AND MAKE THE ABOVE CHANGES TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2016.

**PASSED, APPROVED AND ADOPTED THIS 5<sup>th</sup> DAY OF APRIL, 2016.**

SIGNED:

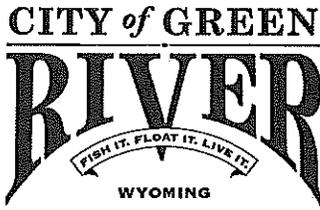
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Pete Rust, Mayor

ATTEST:

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Chris Meats, City Clerk



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: February 16, 2016	Department: Parks and Recreation
Meeting Date: April 5, 2016	Department Head: Brad Raney
	Presenter: Katie Blood

**Subject:**

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

**Background/Alternatives:**

*To enter into a contract with Castle Cleaning Company for custodial services for July 1, 2016 through June 30, 2017 at the Recreation Center. In an effort to ensure the maximum benefit to the City of Green River, service contracts are issued for one year, with the ability to negotiate for renewal for up to three years. Castle Cleaning Company is the current service provider and in negotiating a contract renewal amount, Castle Cleaning has proposed \$60,000.00 for the renewal amount. This amount represents no increase in the contract. Cleaning Company has been efficient and responsive in meeting the needs for custodial services at the Recreation Center.*

**Attachments:**

Attachment A      *Exhibit A Contractual Custodial Specifications (nine pages)*  
Attachment B      *Proposal for Custodial Services (one page)*  
Attachment C      *Custodial Service Contract (two pages)*

**Fiscal Impact:**

*\$60,000.00 for the FY 2015-2016 contract*

**Staff Impact:**

*Contract administration*

**Legal Review:**

*The City Attorney will be reviewing this item and is pending approval.*

EXHIBIT A  
GREEN RIVER RECREATION CENTER

CONTRACTUAL CUSTODIAL SPECIFICATIONS

These custodial specifications and contract system are based on 1) attempting to dictate custodial cleaning results rather than cleaning frequencies; and 2) monitoring the custodial service on a daily basis and then calculating monthly payments to be awarded to the contractor. The following information includes a general description of the system and cleaning specifications.

INSTRUCTIONS

For the purpose of administering the cleaning contract the Green River Recreation Center has been subdivided into eight sections with each section having its own separate set of specifications.

The value of the point has been assigned to each specific duty (i.e. dusting furniture = 1 point). The total number of points for each duty or task are influenced and affected by the frequency of that specific duty or task. The following is a breakdown of point totals.

Daily tasks:	1 point each X 30 (days/month) = 30 points per month
Weekly tasks:	1 point each X 7 (days/week) X 4 = 28 points per month
Monthly tasks:	1 point each X 30 (days/month) = 30 points per month
Quarterly tasks:	1 point each X 90 (days/quarter) = 90 points per quarter
Bi-annual tasks:	1 point each X 180 (days) = 180 points

The Recreation Center must be cleaned daily, seven days a week between the hours of 9:00 p.m. and 4:30 a.m. When special events/rentals are conducted notification will be provided to contractor with adjusted cleaning time.

An employee of the Recreation Center will inspect the custodial service thirty minutes prior to the opening of the facility for daily operation. During this inspection they will determine whether the services meet or exceed the specifications or whether they fall below the specifications. Again, we must stress the fact that to meet or exceed the specifications, will require the contractor to have successfully cleaned, wiped, dusted, etc. the specific areas or items. Points will be awarded or not awarded depending on the acceptability of the service. To "clean the counters" without successfully removing all the smudges, fingerprints, etc. would not be considered acceptable. To vacuum the carpet and leave debris would not be acceptable. At the end of the month, points will be tabulated with the total amount of points directly affecting the amount the Recreation Center staff will approve for payment. The Recreation Center will conduct a fair inspection of the custodial service, and base the evaluations on results not frequencies or effort.

Based on this cleaning formula the maximum amount of points a contractor may earn during the year is 55,488. The contractor's proposal amount will be divided by 55,488 to derive a monetary value for each point. For instance, if the proposal equals \$50,000 per year, each point would then be worth \$0.90 (\$50,000 divided by 55,488 = \$0.90). The Recreation Center is allowing a 2 percent cushion per month before subtracting any dollar amount from the monthly billing. Using the previous example of a \$50,000

contract, the billing would be approximately \$4,166.67 per month, and if the total amount of possible earned points for that month equals 4,624, then the contractor would have a 2 percent cushion of 92 points before the Recreation Center would begin subtracting points at \$0.90 each.

EXAMPLE NO. 1:

Total points for January = 4,624

2 % cushion = 92 points

Amount of points not awarded after one month of inspections = 75 points

RESULT: No points at \$0.90 per point subtracted from the contractors bill, since the 75 points is within the 2 percent cushion.

EXAMPLE NO. 2:

Total points for January = 4,624

2 % cushion = 92 points

Amount of points not awarded after one month of inspections = 200 points

200 – 92 (2% cushion) = 108 points

RESULT: \$97.20 subtracted from the contractor's bill (108 points at \$0.90 per point)

**GREEN RIVER RECREATION CENTER**  
**CONTRACTUAL CLEANING SPECIFICATIONS**

**AREA 1: VESTIBULE, LOBBY, POOL VIEWING AREA 8160**

A. DAILY  $\{(30 \times 12) \times 12\} = 4320$

1. Dust furniture, planters and picture frames
2. Empty waste baskets and replace dirty liners
3. Empty/wipe ash tray outside
4. Vacuum carpets
5. Damp mop tile floors
6. Spot clean chairs
7. Wipe down vending machines
8. Clean/disinfect telephones
9. Wipe down tables and chairs
10. Spot clean carpets
11. Clean exposed glass on display cases
12. Spot clean walls

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 5 = 1680$

1. Dust window ledges
2. Spot clean doors and door jams
3. Shampoo carpets
4. Vacuum air conditioning and heater vents
5. Clean/disinfect trash receptacles

C. MONTHLY  $\{(30 \times 12) \times 3\} = 1080$

1. Strip/wax tile floors
2. High dusting over six feet
3. Clean light fixtures

D. QUARTERLY  $\{(90 \times 4) \times 2\} = 720$

1. Clean interior sky windows
2. Clean facility windows inside and outside, except gymnasium

E. BI-ANNUALLY  $(180 \times 2) = 360$

1. Clean exterior sky windows

**AREA 2: CONTROL DESK AND OFFICES 7080**

A. DAILY  $\{(30 \times 12) \times 13\} = 4680$

1. Dust furniture, clean desk tops, counter tops, table tops and picture frames
2. Empty waste baskets and replace dirty liners
3. Dust window ledges
4. Vacuum carpets
5. Spot clean walls
6. Spot clean chairs
7. Wipe down lockers in staff lounge
8. Clean/disinfect telephones
9. Wipe down tables and chairs
10. Wipe down cabinets
11. Clean/disinfect sink
12. Spot clean carpets
13. Dust window blinds

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 5 = 1680$

1. High dusting over six feet
2. Spot clean doors and door jams
3. Shampoo carpets behind desk
4. Vacuum air conditioning and heater vents
5. Clean light fixtures

C. MONTHLY  $\{(30 \times 12) \times 2\} = 720$

1. Shampoo carpets in staff lounge and offices
2. Clean ceiling windows

**AREA 3: EAST HALLWAY OVERLOOKING OUTDOOR RECREATION DECK, LOBBY AND NURSERY RESTROOMS, NURSERY AREA, MULTI-PURPOSE ROOM 9552**

A. DAILY  $\{(30 \times 12) \times 18\} = 6480$

1. Dust furniture, planters and picture frames
2. Empty waste baskets and replace dirty liners
3. Vacuum carpets
4. Clean/disinfect all tile flooring
5. Clean/disinfect urinals, toilets, sinks and mirrors
6. Clean/disinfect/stock sanitary napkin dispensers
7. Wipe down counter tops
8. Wipe down tables and chairs
9. Spot clean carpets
10. Clean/disinfect telephones
11. Spot clean walls
12. Fill paper towel, toilet paper and soap dispensers

13. Polish all chrome fixtures
14. Clean exterior of stove and hood
15. Clean/disinfect drinking fountains
16. Clean cabinets and counters
17. Treat wood coat racks
18. Dust window blinds

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 7 = 2352$

1. Dust window ledges
2. Spot clean doors and door jams
3. Shampoo carpets
4. Vacuum air conditioning and heater vents
5. Clean/disinfect trash receptacles
6. High dusting over six feet
7. Clean/polish fire extinguisher cabinets

C. MONTHLY  $\{(30 \times 12) \times 2 = 720$

1. Strip/wax tile floors
2. Clean light fixtures

**AREA 4: WEST HALLWAY, LOCKER ROOMS, SHOWER AREAS, SAUNA, STEAM ROOM, AND WHIRLPOOL AREA 9936**

A. DAILY  $\{(30 \times 12) \times 19\} = 6840$

1. Clean/disinfect urinals, toilets, sinks, mirrors and partitions
2. Clean/disinfect tile floors and walls
3. Clean/disinfect showers and benches
4. Clean/disinfect sauna
5. Clean/disinfect steam room
6. Clean/disinfect counter tops
7. Spot clean walls in wet room
8. Spot clean doors and door jams
9. Empty waste baskets and replace dirty liners
10. Vacuum carpets
11. Spot clean carpets
12. Wipe down lockers
13. Clean/dust window ledges and picture frames
14. Clean/disinfect sanitary napkin receptacles
15. Clean/disinfect drinking fountains
16. Fill toilet paper and soap dispensers
17. Polish all chrome fixtures
18. Clean/polish hand dryers
19. Dust/treat wood hand rails

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 6 = 2016$

1. Shampoo carpets
2. Vacuum air conditioning and heater vents

3. Clean/disinfect trash receptacles
4. Clean interior and exterior panel glass in the I-shaped portion of pool
5. Buff all tile floors
6. Clean/polish fire extinguisher cabinet

C. MONTHLY  $\{(30 \times 12) \times 2\} = 720$

1. High dusting over six feet
2. Clean light fixtures

D. BI-ANNUALLY  $(180 \times 2) = 360$

1. Clean exterior sky windows (pool area)

**AREA 5: NORTH LOBBY HALLWAY, RACQUETBALL OBSERVATION AREA, ELEVATOR AND WEIGHT ROOM 9168**

A. DAILY  $\{(30 \times 12) \times 13 = 4680$

1. Clean mirrors in weight room
2. Vacuum carpets
3. Clean/disinfect drinking fountains
4. Spot clean carpets
5. Spot clean walls
6. Spot clean chairs
7. Clean/disinfect upholstery on weight equipment
8. Clean all chrome on weight equipment
9. Dust/treat wood hand rails
10. Wipe down machines
11. Wipe down tables and chairs
12. Dust window ledges and picture frames
13. Vacuum elevator

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 8 = 2688$

1. Dust window ledges
2. Vacuum air conditioning and heater vents
3. Spot clean doors and door jams
4. Shampoo carpets
5. Dust partitions
6. Clean/polish fire extinguisher cabinets
7. Dust/treat wood tables and chairs
8. Wipe down elevator

C. MONTHLY  $\{(30 \times 12) \times 3\} = 1080$

1. High dusting over six feet
2. Clean light fixtures
3. Polish all chrome on weight equipment

E. QUARTERLY  $(90 \times 4) = 360$

1. Clean interior sky windows

F. BI-ANNUALLY  $(180 \times 2) = 360$

1. Clean exterior sky windows

**AREA 6: STAIRCASES 2832**

A. DAILY  $\{(30 \times 12) \times 6\} = 2160$

1. Vacuum carpets
2. Spot clean carpets
3. Dust/treat wood hand rails, front and back
4. Spot clean walls
5. Clean stair ledges
6. Clean rubber runners

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 2 = 672$

1. Shampoo carpets
2. Clean metal siding
- 3.

**AREA 7: LOWER LEVEL HALLWAY, RACQUETBALL COURTS,  
WARMING ROOM 6696**

A. DAILY  $\{(30 \times 12) \times 11\} = 3960$

1. Vacuum carpets
2. Wipe down lockers
3. Clean/treat wood benches
4. Clean/disinfect drinking fountains
5. Spot clean carpets
6. Spot clean floors and walls
7. Sweep, dust mop and treat racquetball court floors
8. Wipe down pop machine area
9. Empty waste baskets and replace dirty liners
10. Damp mop and disinfect rubber flooring
11. Dust/polish signs and picture frames

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 6 = 2016$

1. Spot clean doors and door jams
2. Shampoo carpets
3. Vacuum air conditioning and heating vents
4. Clean/disinfect trash receptacles
5. Clean/polish fire extinguisher cabinets
6. Wipe down bleachers and furniture

C. MONTHLY  $\{(30 \times 12) \times 2\} = 720$

1. High dusting over six feet
2. Clean light fixtures

**AREA 8: GYMNASIUM 2064**

A. DAILY  $\{(30 \times 12) \times 2\} = 720$

1. Sweep, dust mop and treat wood floor
2. Spot clean floors and walls

B. WEEKLY  $\{(7 \times 4) \times 12\} \times 4 = 1344$

1. Spot clean doors and door jams
2. Clean/polish fire extinguisher cabinets
3. Damp mop base trim around the perimeter of gym
4. Wipe down bleachers

The City of Green River will provide the following cleaning supplies:

Hand soap  
Toilet paper  
Plastic liners for trash cans  
Supplies for sanitary napkin dispensers

The following conditions must be agreed upon by the contractor:

1. The contract will be issued for one year with renegotiations for up to three years.
2. Contractor must give owner 30 days notice before termination of the contract.
3. Owner must give contractor 30 days notice before termination of the contract.
4. Perform a bi-monthly meeting/walk thru with owner to review performance and address any concerns.
5. Work must be performed after business hours (between 9 p.m. and 4:30 a.m.) seven days a week and other times as specified in writing by owner. Successful contractor must work out cleaning schedules compatible with city's work schedule and activities.
6. Wall washing will be done on an on-call basis (a dollar amount per square foot should be submitted on proposal).
7. Janitor's closet must be clean and kept in an orderly manner.
8. Contractor will supply all cleaning materials except those provide by the owner.
9. Pine-sol will not be allowed as a cleaning or disinfecting product.
10. Ammonia product will not be allowed in the pool, wet room or locker room areas.
11. The contractor must keep a legible copy of the cleaning specifications posted inside the janitor's closet.
12. The contractor must submit to the owner, or the owner's representative, during the bi-monthly meeting a copy of the daily check lists. The list should include the custodians initials and be signed by the contractor.
13. The contractor must respond within 12 hours of any emergency requests by owner.
14. Quarterly cleaning items must be performed in March, June, September and December.
15. Bi-annual cleaning must be performed in April and October.

16. Contractor must provide a schedule to the owner in writing of the weekly, monthly, quarterly, bi-annual cleaning items at time of contract issuance.
17. All custodians must pass a security check performed by the Green River Police Department. Contractor will provide the name, birthday and social security number of the prospective employee to the owner. Owner will have one week to complete approval check on prospective employee, no employee will work on the premises prior to receiving approval.
18. The custodians will leave all doors and lights as found unless otherwise instructed.
19. Contractor will provide proof of sufficient liability and workman's compensation coverage as well as a City of Green River Business License.
20. Only active employees of the contractor are allowed in the Recreation Center.
21. Contractor and/or their employee's usage of the Recreation Center facilities during times when the facility is closed to the public are adequate grounds to terminate the cleaning contract.
22. The contractor must list five references; include name, type of business and square footage cleaned.

## CUSTODIAL SERVICE CONTRACT

THIS AGREEMENT made and entered into this 30<sup>th</sup> day of June, 2016, by and between the CITY OF GREEN RIVER, WYOMING, a Wyoming municipal corporation, whose address for the purposes of this contract is 50 East 2<sup>nd</sup> North, Green River, Sweetwater County, Wyoming, (hereinafter referred to as "City"); and Castle Cleaning Company (hereinafter referred to as "Castle Cleaning").

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREINAFTER CONTAINED, THE PARTIES AGREE AS FOLLOWS:

1. The City hereby retains and Castle Cleaning hereby engages to perform service maintenance, janitorial and custodial services for the Green River Recreation Center at the times and places specified in the "Exhibit A", appended hereto and by this reference incorporated herein.
2. The City agrees to pay to Castle Cleaning for such services the sum of Sixty thousand dollars, (\$60,000.00).
3. The term of this agreement shall be from **July 1, 2016 until June 30, 2017** and shall be terminable by either party upon the giving of thirty (30) days written notice.
4. Billings by Castle Cleaning to the City shall be done on a monthly basis on the 1<sup>st</sup> day of each month during the term of the agreement. The City will review and approve each monthly billing at its first regularly scheduled meeting of the month following the date of the monthly bill.
5. All wall washing shall be begun within forty-eight (48) hours of the time that Castle Cleaning is notified by duly authorized representatives of the City of the time and place where such wall washing is required.
6. This agreement shall be binding upon the heirs, successors, and assigns of the parties.
7. The agreement set forth herein in writing shall constitute the full and complete agreement between the parties hereto. The "Contractual Custodial Specifications" appended hereto are incorporated herein and are hereby made a part of this contract as if otherwise fully set forth herein.

THE CITY OF GREEN RIVER  
A Wyoming municipal corporation

By: \_\_\_\_\_

Title: \_\_\_\_\_

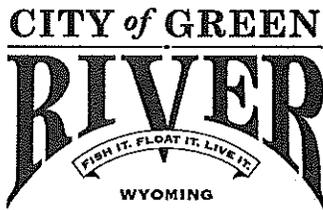
ATTEST:

\_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 17, 2016	Department: Parks and Recreation
Meeting Date: April 5, 2016	Department Head: Brad Raney
	Presenter: Katie Blood

**Subject:**

*Consideration of approval of the World's Largest Swimming Lesson Host Facility Liability and Publicity Release*

**Background/Alternatives:**

*The Parks and Recreation Department would like to participate in the World's Largest Swimming Lessons and request approval of the Host Facility Liability and publicity Release. The event is set to coincide with the Educational Water Safety and Swim Instruction Day in honor of Paige Hardesty Greve on Friday, June 24<sup>th</sup>, from 8-11 am.*

**Attachments:**

*Host Facility Liability and Publicity Release*

**Fiscal Impact:**

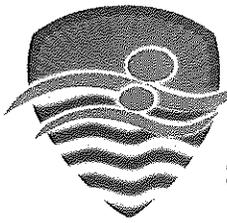
*This event will be free to the public. The expenditure will be the cost of employees to facilitate the activities and advertising to promote the event.*

**Staff Impact:**

*Staff will be scheduled to teach the lessons and run the water safety instruction portion of the event.*

**Legal Review:**

*The City Attorney will be reviewing this item and is pending approval.*



The World's Largest Swimming Lesson™  
June 24, 2016

## World's Largest Swimming Lesson Host Facility Liability and Publicity Release

Aquatic Facility Name: City of Green River Recreation Center

Address: 1775 Hitching Post Drive

City: Green River State: WY Zip: 82935

Main Phone: 307-872-0511 Direct Phone: 307-872-0513

Facility Representative (Name): Katie Blood, Recreation Supervisor

Title: Parks and Recreation Department, Recreation Supervisor

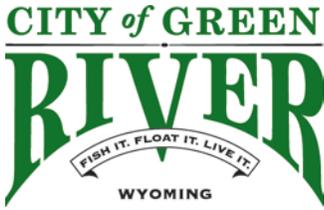
By registering to participate in this event, our facility acknowledges that:

1. Abbey's Hope, American Red Cross (ARC), Aquatics International, Amusement Today, Association of Aquatic Professionals (AOAP), Association of Pool & Spa Professionals (APSP), Australasian Leisure Management; Blooloo, Canadian Red Cross (CRC), Centers For Disease Control & Prevention, Colin's Hope, CPSC's Pool Safety, Drowning Prevention Foundation, Euro Professional Amusement Magazine, INATI, International Swimming Hall of Fame (ISHOF), InterPark Magazine, Jeff Ellis & Associates, Lifeguards Without Borders, National Aquatic Safety Company (NASCO), National Drowning Prevention Alliance (NDPA), National Recreation & Park Association (NRPA), Park World Magazine, Royal Life Saving Society UK, Safer3 Water Safety Foundation, STA, SPLASHI Magazine, Starfish Aquatics Institute, Swim For Life Foundation, The C.L.A.Y. Foundation, The Josh Project, The Zac Foundation, United States Swim School Association, USA Swimming, Water Safety Products, World Waterpark Association (WWA), and others who may be added later and are posted on the World's Largest Swimming Lesson website, including all Supporting Organizations and Media Partners, have joined together to act as Presenting Organizations for the World's Largest Swimming Lesson (WLSL), which will occur at numerous facilities on Friday, June 24, 2016.

The Presenting Organizations have not inspected or tested any of the host facilities and will not be present at the facilities during or prior to the WLSL Lesson. The design, construction, operation and maintenance of the facilities and the instruction and supervision of all facility staff, participants and their parents or guardians in attendance shall be the sole responsibility of each facility as per local, state and federal pool and spa regulations and no Presenting Organization or their parents, partners, stockholders, affiliates, subsidiaries, advertising and promotion agencies and their respective directors, officers, employees, licensees, ("Releasees"), and all others associated with the development and execution of this event shall be liable for the safety of any employees, instructors, participants or their parents and guardians or for any acts or omissions on the part of any facility in connection with this event.

2. By participating in the WLSL event, I hereby give Releasees full permission and authority to use, publish and display our facility, employees and local WLSL event attendee names, voices, photographs or other likeness in connection with this event and any events that are scheduled in connection therewith including, without limitation, for advertising, publicity and trade purposes in any and all media worldwide in perpetuity without any additional compensation payable.

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



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 3-23-16	Department: Police
Meeting Date: 4-5-16	Department Head: Chris Steffen
	Presenter: Chris Steffen

**Subject:**

*Consideration to authorize the Mayor to sign a grant agreement with Wyoming Division of Criminal Investigation for the HIDTA (High Intensity Drug Traffic Area) sub recipient award for \$85,184.*

**Background/Alternatives:**

*The Green River Police Department has been involved with the HIDTA grant, awarded and administered through Wyoming DCI, for many years. This grant allows for the funding of one Green River Police Department officer to be assigned to the Southwest Enforcement Team of DCI, primarily for the purposes of narcotics enforcement and investigations.*

*The amount awarded, \$85,184, pays the officers base salary of \$66,684 and \$18,500 for fringe benefits. DCI also provides the vehicle utilized by the officer.*

**Attachments:**

*See attached grant.*

**Fiscal Impact:**

*\$85,184*

**Staff Impact:**

*Allows for payment of one GRPD officer that is assigned to the DCI Task Force.*

**Legal Review:**

*Pending legal review.*

**Suggested Motion:**

I move to authorize the Mayor to sign a grant agreement with Wyoming Division of Criminal Investigation for the subrecipient award from HIDTA for \$85,184.



**State of Wyoming**  
**Office of the Attorney General**  
**Division of Criminal Investigation**  
**Steven R. Woodson, Director**

Matthew H. Mead  
Governor  
Peter Michael  
Attorney General

DATE: March 22, 2016

TO: Chris Steffen, Chief of Police  
Green River Police Department  
375 W Flaming Gorge Way  
Green River, WY 82935

FROM: Rachel Sarabia Ortiz  
Grants/Contracts Manager  
Division of Criminal Investigation  
208 South College Drive  
Cheyenne, Wyoming 82002  
Phone: 307-777-7489

RE: Subrecipient Award for HIDTA Funding, Award # G16RM0012A, CFDA# 95.001

Enclosed is a 2016 HIDTA Subrecipient Award Contract between DCI and Green River Police Department, regarding the terms and conditions of the award. Before DCI can move forward with processing 2016 reimbursements and future payments, the enclosed Contract/Subrecipient Award must be signed, dated, and returned to DCI via email *and* U.S. mail. Please have Chief Steffen and Mayor Rust sign and date (in blue ink) this original Subrecipient Award Contract. Before mailing this document, email a scanned copy of the signed contract to Rachel Sarabia Ortiz at [dcigrantscontracts@wyo.gov](mailto:dcigrantscontracts@wyo.gov). After scanning and emailing this document, please mail this Original Subrecipient Award Contract to Rachel Sarabia Ortiz at the address listed above.

Once this original Subrecipient Award Contract is returned to DCI, the contract will be signed by Director Woodson. Once it is fully executed, a copy of this original Subrecipient Award Contract will be emailed to you for your records. Please return these documents as soon as possible. Thank you in advance for your time and understanding.

**Subrecipient Award for High Intensity Drug Trafficking Area (HIDTA) Funding**

**Sub-Recipient Agency: City of Green River**

**Award Amount: \$85,184**

**Award Period: January 1, 2016 thru December 31, 2016**

**Award #: G16RM0012A**

**Sub-Award #: GRPD**

**CFDA No.: 95.001 High Intensity Drug Trafficking Area (HIDTA)**

- A. The term of this Subrecipient Award between the Wyoming Division of Criminal Investigation (DCI) and the City of Green River (Sub-Recipient Agency) shall be from January 1, 2016 thru December 31, 2016 unless extended by modification to this Agreement.
- B. The parties agree that because DCI has been designated as the fiscal agent for the State of Wyoming Rocky Mountain HIDTA program all requests for payments and budget reprogramming shall pass through DCI.
- C. The parties agree that Sub-Recipient Agency is a sub-recipient under the State of Wyoming Rocky Mountain HIDTA program and is incurring reimbursable expenses under the program.
- D. The parties hereby agree to the disbursement of HIDTA funds in the amount of Eighty-Five Thousand, One Hundred Eighty-Four Dollars (\$85,184) to Sub-Recipient Agency under the following terms and conditions.
  1. Sub-Recipient Agency shall follow all applicable federal, state, and local guidelines regarding purchases and other expenditures under the HIDTA program, including but not limited to the following: OMB Uniform Guidance on Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (OMB Circular 2 CFR Part 200), Fair Labor Standards Act (FLSA), as well as HIDTA and Rocky Mountain HIDTA policies and procedures.
  2. Subrecipient Agency agrees to abide by and be bound by the Subrecipient approved budget for purchases including future reprogramming requests as approved by DCI and HIDTA. All reprogramming requests shall be submitted in writing to DCI by October 21, 2016, who shall forward them to HIDTA.

3. Requests for payment shall be submitted to DCI at the following address by the 10<sup>th</sup> of the month following the end of the claim period:

State of Wyoming  
Division of Criminal Investigation  
Attn: Division Fiscal Office  
208 South College Drive  
Cheyenne, WY 82002

4. Subrecipient Agency agrees to reimburse DCI for any amount paid by DCI to Sub-Recipient Agency that is later disallowed after audit or financial review.

5. All timesheets and supporting payroll and invoice documentation must be provided to DCI on a monthly basis to support current billing reimbursement requests, to include detailed billing summary spreadsheet.

6. Subrecipient Agency agrees that Sixty-Six Thousand Six Hundred Eighty-Four Dollars (\$66,684) of this award is budgeted for Salary and Eighteen Thousand, Five Hundred Dollars (\$18,500) is budgeted for Fringe, for a total award of Eighty-Five Thousand, One Hundred Eighty-Four Dollars (\$85,184).

**THIS SPACE LEFT INTENTIONALLY BLANK**

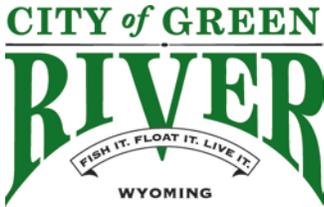
IN WITNESS THEREOF, the parties to this Subrecipient Award consisting of three pages (3), either personally or through their duly authorized representatives, have executed this Subrecipient Award on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Subrecipient Award.

\_\_\_\_\_  
Steven R. Woodson, Director  
Wyoming Division of Criminal Investigation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pete Rust, Mayor  
City of Green River

\_\_\_\_\_  
Date



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 28, 2016	Department: Public Works
Meeting Date: April 5, 2016	Department Head: Mark Westenskow
	Presenter: Holden Wright

**Subject:**

*Award of 2016 Wayfinding Signage Project*

**Background/Alternatives:**

*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, CO, Harmon Signs of Toledo, OH, YESCO of Salt Lake City, and Color-Ad of Manassas, VA. We are recommending awarding the low bidder Wyoming Signs with the bid of \$107,542.00*

*The project will consist of the installation of 22 large vehicular signs, 14 small vehicular signs, and 3 parking area signs throughout the City of Green River. The large and small vehicular signs will have 2 poles supporting it with concrete bases and the parking area signs shall have one pole and concrete base.*

**Attachments:**

*Bid Tabulation*

**Fiscal Impact:**

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

**Staff Impact:**

*In House Project Management and Inspection by the Engineering Division, Randy Koloff will work with the Engineering Division and Misty Springer is responsible for grant reporting.*

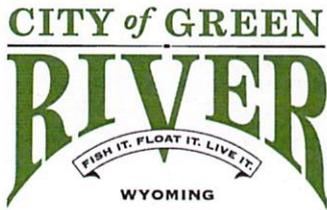
**Legal Review:**

*Standard Construction Agreement*

**Suggested Motion:**

“I move to award the 2016 Wayfinding Signage Project to Wyoming Signs, LLC. in the amount of \$107,542.00, and authorize the Mayor to sign the Agreement.”

ITEM NO.	DESCRIPTION	UNIT	EST. QTY.	Wyoming Signs		BSC Signs		Harmon Sign		YESCO		Color-Ad	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION	LS	100%	\$10,000.00	\$10,000.00	\$3,210.00	\$3,210.00	\$6,980.00	\$6,980.00	\$33,793.00	\$33,793.00	\$12,500.00	\$12,500.00
2	TRAFFIC CONTROL	LS	100%	\$2,500.00	\$2,500.00	\$7,092.00	\$7,092.00	\$11,430.00	\$11,430.00	\$1,500.00	\$1,500.00	\$7,500.00	\$7,500.00
3	FORCE ACCOUNT	LS	5,000	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00	\$1.00	\$5,000.00
4	LARGE VEHICULAR SIGNS	EA	22	\$2,144.00	\$47,168.00	\$2,796.00	\$61,512.00	\$2,492.00	\$54,824.00	\$2,950.00	\$64,900.00	\$4,500.00	\$99,000.00
5	SMALL VEHICULAR SIGNS	EA	14	\$1,976.00	\$27,664.00	\$2,381.00	\$33,334.00	\$1,625.00	\$22,750.00	\$2,591.00	\$36,274.00	\$4,150.00	\$58,100.00
6	PARKING AREA SIGNS	EA	3	\$1,445.00	\$4,335.00	\$908.00	\$2,724.00	\$572.00	\$1,716.00	\$1,850.00	\$5,550.00	\$1,250.00	\$3,750.00
7	CONCRETE BASE	EA	75	\$145.00	\$10,875.00	\$340.00	\$25,500.00	\$760.00	\$57,000.00	\$786.00	\$58,950.00	\$545.00	\$40,875.00
				\$107,542.00	\$136,372.00	\$159,700.00	\$205,967.00	\$226,725.00					



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 3/31/16	Department: Police
Meeting Date: 4/5/16	Department Head: Chief Steffen
	Presenter: Chief Steffen

**Subject:** Approval of Change Order #2 to Extend the Shooting Range Completion Date

**Background/Alternatives:**

The City of Green River awarded a contract to Shepard Construction for the completion of an indoor shooting range. The contract's original completion date was March 31, 2016. The manufacturer of the range mechanical system has been delayed in producing the equipment necessary for completing the range on schedule. Shepard Construction has therefore requested a 61 day extension to the contract which would make the date of substantial completion May 31, 2016

**Attachments:**

The change order request is attached

**Fiscal Impact:**

This change order does not increase any costs to the City of Green River.

**Staff Impact:**

The only staff impact is extended time overseeing the project and the inability to train in the area for an additional 61 days.

**Legal Review:**

Pending legal review

**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.



4020 Dewar Dr., Suite "A"  
 Rock Springs, WY 82901  
 Tel: (307) 352-2954  
 FAX: (307) 352-2956

1001 12<sup>th</sup> Street  
 Cody, WY 82414  
 Tel: (307) 587-8646  
 FAX: (307) 587-8366

189 N. Main, Suite 112  
 Driggs, ID 83422  
 Tel: (208) 354-8036  
 FAX: (208) 354-8037

LETTER OF TRANSMITTAL

TO

City of Green River  
 50 E. Second N.  
 Green River, WY 82935

DATE March 29, 2016	FROM: Dawn
ATTENTION: Chris Meats	JOB # : 1534
RE: Green River Police Dept Shooting Range	

WE ARE SENDING YOU  Attached  Under separate cover via \_\_\_\_\_ the following items:

- Shop drawings     Prints     Plans     Samples     Specifications  
 Copy of letter     Change Order     \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION
3			G701 - Change Order #2

THESE ARE TRANSMITTED as checked below:

- For approval     Approved as submitted     Resubmit \_\_\_\_\_ copies for approval  
 For your use     Approved as noted     Submit \_\_\_\_\_ copies for distribution  
 As requested     Returned for corrections     Return \_\_\_\_\_ corrected prints  
 For review and comment     \_\_\_\_\_  
 FOR BIDS DUE \_\_\_\_\_     PRINTS RETURNED AFTER LOAN TO US

REMARKS

Please return two fully executed change orders to our office!

Thanks!

Copy \_\_\_\_\_ File /Owner \_\_\_\_\_ SIGNED: Dawn L Atkinson



**AIA**<sup>®</sup>

# Document G701™ – 2001

## Change Order

<b>PROJECT</b> (Name and address): Green River Police Department Shooting Range City of Green River Police Department 375 West Flaming Gorge Way Green River, WY 82935	<b>CHANGE ORDER NUMBER:</b> 002 <b>DATE:</b> 03/16/16	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Shepard Construction, Inc. 2105 East Daley Street P.O. Box 153 Rawlins, WY 82301	<b>ARCHITECT'S PROJECT NUMBER:</b> 1534 <b>CONTRACT DATE:</b> October 21, 2015 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Time extension for installation of specialty shooting range items.

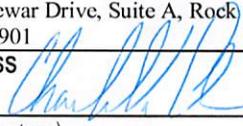
The original Contract Sum was	\$ 550,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 550,000.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 550,000.00

The Contract Time will be increased by Sixty-One (61) days.

The date of Substantial Completion as of the date of this Change Order therefore is May 31, 2016.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Plan One/Architects</u> <b>ARCHITECT</b> (Firm name)	<u>Shepard Construction, Inc.</u> <b>CONTRACTOR</b> (Firm name)	<u>City of Green River</u> <b>OWNER</b> (Firm name)
<u>4020 Dewar Drive, Suite A, Rock Springs, WY 82901</u> <b>ADDRESS</b>	<u>2105 East Daley Street, P.O. Box 153, Rawlins, WY 82301</u> <b>ADDRESS</b>	<u>50 East 2nd North, Green River, Wyoming 82935</u> <b>ADDRESS</b>
<u></u> <b>BY</b> (Signature)	<u></u> <b>BY</b> (Signature)	<u></u> <b>BY</b> (Signature)
<u>Charles E. Van Over, AIA</u> (Typed name)	<u>Wally Shepard</u> (Typed name)	<u>Pete Rust</u> (Typed name)
<u>3/16/16</u> <b>DATE</b>	<u>3/17/16</u> <b>DATE</b>	<u>                    </u> <b>DATE</b>

# SHEPARD CONSTRUCTION, INC.

P.O. Box 153 \* 2105 E. Daley \* Rawlins, Wy. 82301

March 9, 2016

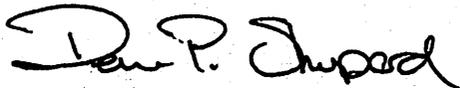
Green River Police Department

RE: Shooting Range

To whom it may concern:

We are writing to request an extension for finishing the Shooting Range. The shooting range specialty items should be installed by May 31<sup>st</sup>. We would like to request that the date be extended to June 15, 2016, to finish installation of the Tectum panels and any other specialty items that are needed to be finished.

Sincerely,



Devin Shepard



March 7, 2016

Shapard Construction  
2105 East Daley  
Rawlins, Wyoming 82301

Kara,  
Action Target will be shipping materials on April 28, 2016. Expected completion of the installation will be no later than May 31. Please let me know if you have any questions. Thanks.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Sanders", written over a horizontal line.

Brian Sanders  
Project Manager  
Action Target

**BETTER EQUIPPED. BETTER PREPARED.**

📍 3411 S Mountain Vista Pkwy, Provo, UT 84606 / 📞 801.377.8033 / 📠 801.377.8096 / 🌐 ACTIONTARGET.COM





City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 3/30/16	Department: Finance
Meeting Date: 4/5/16	Department Head: Chris Meats
	Presenter: Chris Meats

**Subject:**

This request is for approval of City individuals to represent the City regarding actions with the Wyoming Smart Capital Network Consortium.

**Background/Alternatives:**

The City is a member of the Wyoming Smart Capital 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 and Staff would like to appoint Chris Meats as the new designee.

**Attachments:**

Designee Change

**Fiscal Impact:**

None

**Staff Impact:**

None

**Legal Review:**

None

**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.

*April 5, 2016*

Janine Jordan, City Manager  
City of Laramie  
Lead City of SSBCI Consortium  
PO Box C  
Laramie, WY 82073

Pursuant to the Cooperative Agreement, specifically section 4.1, please let this serve as notice and/or ratification of our Participating Municipality's designee appointed and designated to serve on the Board established and set-forth pursuant to the Cooperative Agreement:

**Name of Municipality:** City of Green River

**Authorized Municipal Official:** Pete Rust

**Designee:** Chris Meats

**Designee's Contact Information:**

**Mailing address:** City of Green River  
50 E 2<sup>nd</sup> North  
Green River, WY 82901

**Email:** [cmeats@cityofgreeiver.org](mailto:cmeats@cityofgreeiver.org)

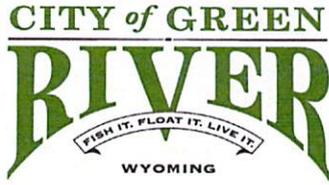
**Phone:** 307-872-6125

Signed:

Date:

---

Pete Rust



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: 3/30/16	Department: Finance
Meeting Date: 4/5/16	Department Head: Chris Meats
	Presenter: Chris Meats

**Subject:**

This request is for approval of City individuals to represent the City regarding actions with the Wells Fargo Bank for reimbursement of 6<sup>th</sup> penny funds.

**Background/Alternatives:**

The City needs to update the approved designees with Wells Fargo bank for the distributions of the bonded 6<sup>th</sup> penny funds. The form will remove Chris Steffen and add Reed Clevenger and Mary Seppie as designees.

**Attachments:**

Amendment to Security Procedure Agreement

**Fiscal Impact:**

None

**Staff Impact:**

None

**Legal Review:**

None

**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.

**Amendment to Security Procedure Agreement**

That certain Security Procedure Agreement (“Agreement”) entered into as of July 30, 2013 by and between City of Green River, Wyoming and Wells Fargo Bank, National Association is hereby amended as follows:

1. The following Persons Authorized to Instruct Wells Fargo are hereby added to Section 7 of the Agreement:

<u>Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email Address</u>	<u>Specimen Signature</u>
-------------	--------------	-------------------------	----------------------	---------------------------

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

2. The following Persons Authorized to Confirm Instructions to Wells Fargo are hereby added to Section 8 of the Agreement:

<u>Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email Address</u>
-------------	--------------	-------------------------	----------------------

Reed Clevenger	City Admin.	307-872-0554	rclevenger@cityofgreenriver.org
Mary Seppie	Accounting Sup.	307-872-6122	mseppie@cityofgreenriver.org

3. The following Persons Authorized to Instruct Wells Fargo by the Agreement are hereby removed and no longer have authority to provide Instructions as defined in the Agreement.

<u>Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email Address</u>
-------------	--------------	-------------------------	----------------------

4. The following Persons Authorized to Confirm Instructions to Wells Fargo by the Agreement are hereby removed and no longer have authority to confirm Instructions as defined in the Agreement.

<u>Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email Address</u>
-------------	--------------	-------------------------	----------------------

Chris Steffen	Chief of Police	307-872-6163	csteffen@cityofgreenriver.org
---------------	-----------------	--------------	-------------------------------

5. Except as necessary to effectuate the amendment provided hereunder, the terms of the Agreement remain in full force and effect and are not being modified, amended or waived in any way hereby. Those Persons Authorized to Instruct or Confirm Instructions to Wells Fargo in Section 7 and Section 8 of the Agreement not removed by this Amendment to Security Procedure Agreement continue to be so authorized.

IN WITNESS WHEREOF, the parties have caused this Amendment to Security Procedure Agreement to be executed and do each hereby warrant and represent that their respective signatory, whose signature appears below, has been and is on this date, duly authorized by all necessary and appropriate corporate action to execute this Amendment to Security Procedure Agreement.

Agreed To And Accepted By:  
City of Green River, Wyoming

Agreed To And Accepted By:  
Wells Fargo Bank, National Association

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 16, 2016	Department: Fire
Meeting Date: April 5, 2016	Department Head: Mike Liberty
	Presenter: Mike Liberty

**Subject:**

Memorandum of Agreement for Fire Protection Services for Jamestown Fire Control District.

**Background/Alternatives:**

The Memorandum provides for collected revenue by the Jamestown Fire Control District to be paid to the City of Green River in exchange for fire protection services.

**Attachments:**

The Memorandum of Agreement for Fire Protection Services for Jamestown Fire Control District by and between the City of Green River Wyoming and the Jamestown Fire Control District.

**Fiscal Impact:**

Revenue from mill levy collected by the Jamestown Fire Control District paid to the City of Green River for fire protection services according to the Memorandum of Agreement for Fire Protection Services for Jamestown Fire Control District.

**Staff Impact:**

None Expected

**Legal Review:**

Reviewed and approved by the City Attorney March 16, 2016

**Suggested Motion:**

I Move to approve the Memorandum of Agreement for Fire Protection Services to Jamestown and authorize the Mayor to sign the agreement.

## MEMORANDUM OF AGREEMENT FOR FIRE PROTECTION SERVICES

THIS MEMORANDUM OF AGREEMENT made and entered into this 1<sup>st</sup> day of June, 2016, by and between the City of Green River, Sweetwater County, Wyoming a Municipal Corporation, hereinafter referred to as the “City”, and the Jamestown Fire Control District, a duly constituted fire district existing under and by virtue of the laws of the State of Wyoming, hereinafter referred to as the “District”.

WITNESSETH: That for and in consideration of that amount of revenue generated by the Jamestown Fire District by assessing the maximum of three (3) mill levy, and adjusted by abates, rebates and payments of delinquencies, less the amount of necessary administrative expenses, to be paid to the City of Green River by said District upon execution of this Agreement, it is agreed as follows:

1. That the City shall furnish firefighting personnel and equipment to respond to fire calls which occur in said District; provided, however, that said firefighting personnel and equipment are readily available, is not then in use fighting fires with the City of Green River or elsewhere, or is not needed to remain on standby or reserve basis within said City.
2. That this Memorandum of Agreement for Fire Protection Services shall be in full force and effect from July 1, 2016 to and including June 30, 2019, provided, however, that either party may terminate this Agreement as of June 30<sup>th</sup> of any year, during the term hereof by giving thirty (30) days’ notice in writing to the other party.
3. That the District will not pay nor be responsible for the payment of, and that the City will not be obligated to respond to any fires or fire calls occurring on Federal, State or County lands or the improvements located thereon, it being the express intention of this Agreement to provide fire protection to privately-owned lands situated within the boundaries of said District.
4. It is further understood and agreed that neither the City of Green River Fire Department nor its members, nor the City of Green River, Wyoming, nor its Mayor or City Council members, nor its employees, shall be held liable for any property damages or injuries sustained while said fire department is fighting any fires within said District; nor shall the City, its Governing Body, being the Mayor and City Council members, its employees, the City of Green River Fire Department or its

members be held liable for failure to respond to any fire calls in said District, and said District will hold and save said City harmless from any liability in connection therewith.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicated originals, and original to each party, the day and the year first above written.

CITY OF GREEN RIVER, WYOMING

A Municipal Corporation,

ATTEST: \_\_\_\_\_

City Clerk

By: \_\_\_\_\_

Mayor

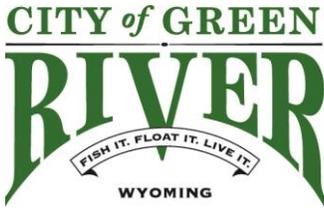
JAMESTOWN FIRE CONTROL DISTRICT,

ATTEST: \_\_\_\_\_

Secretary/Treasurer

By: \_\_\_\_\_

President, Board of Directors



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 29, 2016	Department: Fire
Meeting Date: April 5, 2016	Department Head: Mike Liberty
	Presenter: Mike Liberty

**Subject:**

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

**Background/Alternatives:**

The Memorandum of Understanding and Cooperative Agreement will be required in the event that we are awarded the Assistance to Firefighters Grant for the Priority Dispatch software. The Region VIII Fire Program Specialist requested this as it is a requirement of the Assistance to Firefighters Grant.

**Attachments:**

Memorandum of Understanding and Cooperative Agreement.

**Fiscal Impact:**

City of Green River Matching funds amount                      \$3,979.00

**Staff Impact:**

None

**Legal Review:**

Legal Review Pending

**Suggested Motion:**

Motion suggested: 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 Memorandum of Agreement and Cooperative Agreement pending legal review.

MEMORANDUM OF UNDERSTANDING AND COOPERATIVE AGREEMENT  
AMONG THE CITY OF ROCK SPRINGS, WYOMING, THE CITY OF GREEN RIVER  
WYOMING, SWEETWATER COUNTY, WYOMING, SWEETWATER COUNTY FIRE  
DISTRICT #1 AND THE CITY OF ROCK SPRINGS, WYOMING, CITY OF GREEN RIVER,  
WYOMING, SWEETWATER COUNTY, WYOMING COMBINED COMMUNICATIONS  
JOINT POWERS BOARD

**WHEREAS**, the Federal Emergency Management Agency (FEMA) administers the Assistance to Firefighters Grant (AFG) to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations; and,

**WHEREAS**, the AFG provides opportunities for Regional Cooperative Grant Application submissions; and,

**WHEREAS**, the City of Rock Springs, Wyoming, the City of Green River, Wyoming, Sweetwater County, Wyoming, Sweetwater County Fire District #1 and the City of Rock Springs, Wyoming, City of Green River, Wyoming, Sweetwater County Wyoming Combined Communications Joint Powers Board, and have agreed to cooperate in a Regional Cooperative Grant Application submission for the 2016 Aid to Firefighters Grant, for the purposes of acquiring Dispatch Determinant software and Quality Assurance software for the Sweetwater County Combined Communications Center. This software is designed to enhance the safety of responding personal and the public at large and provide for a Quality Assurance review and improvement process; and,

**WHEREAS**, the City of Rock Springs, Wyoming, has agreed to host the 2015 Aid to Firefighters Grant Regional Cooperative Grant Application; and,

**WHEREAS**, the total cost for purchase and implementation for the Fire and EMS portion of the program software is \$218,849.00 and the total local match is 10% of that total cost amount; and,

**WHEREAS**, each entity that is a party to this Agreement shall be responsible for an equal portion of the local match in the amount of \$3,979.00.

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

1. That the parties shall jointly and cooperatively submit a Regional Cooperative Grant Application for the 2016 Aid to Firefighter's Grant and that the City of Rock Springs, Wyoming, shall host said Grant Application.
2. That, in the event the Aid to Firefighters Grant Regional Application is successful, the City of Rock Springs, Wyoming, the City of Green River, Wyoming, Sweetwater County, Wyoming, and the City of Rock Springs, Wyoming, City of Green River, Wyoming, and Sweetwater County Fire District #1 Sweetwater County, Wyoming, Combined Communications Joint Powers Board, shall each contribute their share of the

local grant match of \$3,979 within 60 days of being notified of an award for the AFG Regional Grant Application.

The effective date of this Agreement is the date and date last signed and executed by the duly authorized representatives of the parties to this Agreement, below.

ATTEST: CITY OF ROCK SPRINGS, WYOMING

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
Carl R. Demshar, Jr., Mayor

\_\_\_\_\_  
Date

ATTEST: CITY OF GREEN RIVER, WYOMING

\_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
Pete Rust, Mayor

\_\_\_\_\_  
Date

ATTEST: SWEETWATER COUNTY BOARD OF COMMISSIONERS, WYOMING

\_\_\_\_\_  
County Clerk

By: \_\_\_\_\_  
Wally Johnson, Board Chairman

\_\_\_\_\_  
Date

ATTEST: SWEETWATER COUNTY FIRE DISTRICT #1

\_\_\_\_\_  
Title:

By: \_\_\_\_\_  
Jeff Varley, Board Chairman

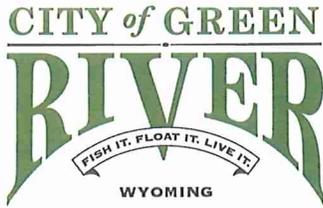
\_\_\_\_\_  
Date

ATTEST: ROCK SPRINGS, WYOMING, GREEN RIVER, WYOMING, SWEETWATER COUNTY, WYOMING COMBINED COMMUNICATIONS JOINT POWER BOARD

\_\_\_\_\_  
Title:

By: \_\_\_\_\_  
Jim Wamsley, Board Chairman

\_\_\_\_\_  
Date



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 31 <sup>st</sup> , 2016	Department: Admin
Meeting Date: April 5 <sup>th</sup> , 2016	Department Head: Reed Clevenger
	Presenter: Reed Clevenger

**Subject:**

Organizational Use Agreement - Wyoming Trademark License

**Background/Alternatives:**

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.

**Attachments:**

License Agreement and Sticker Reference

**Fiscal Impact:**

None

**Staff Impact:**

None

**Legal Review:**

Our City Attorney Reviewed and suggested to have Council take action and the Mayor to sign

**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.



Trademark Licensing & Marketing  
Dept 3322 • 1000 E. University Ave • Laramie, WY 82071-3322  
(307) 766-5646 • fax (307) 766-4049  
mail: [sziegler@uwyo.edu](mailto:sziegler@uwyo.edu) • [uwyo.edu/uwlicensing](http://uwyo.edu/uwlicensing) • [wyominglicensinginfo.net](http://wyominglicensinginfo.net)

3/29/2016

Reed Clevenger  
City of Green River  
50 East 2nd North  
Green River, WY 82935

Dear Reed:

Please find enclosed with this letter a Bucking Horse & Rider Organizational Use agreement for your review and signature. If you have questions regarding this agreement, please feel free to contact our Office directly at 307-766-5646. If the agreement is acceptable, please sign and return to our office. We will then have the agreement signed on our end and return a fully executed copy for your records.

Once again, thank you for your interest in becoming properly licensed with our Office.

Sincerely,

Trademark Licensing Office

Enclosures:

Bucking Horse & Rider Organizational Use Agreement

## Wyoming Bucking Horse & Rider Organizational Use Agreement

This is an Agreement by and between the State of Wyoming, the Wyoming Secretary of State's Office, the University of Wyoming, Dept. 3322, 1000 E. University Ave., Laramie, Wyoming, 82071 and

(Organization)

<u>City of Green River</u>	(Organization/Business Name)
<u>50 East 2nd North Green River, WY 82935</u>	(Mailing Address)
<u>50 East 2nd North Green River, WY 82935</u>	(Physical Address)
<u>Reed Clevenger</u>	(Primary Contact Name)
<u>(307) 872-0550 Fax: (307) 872-0566</u>	(Phone Number/Fax Number)
<u>rclevenger@cityofgreenriver.org - cityofgreenriver.org</u>	(Email/Web address)

Whereas, the State of Wyoming is the owner of the "Bucking Horse & Rider" mark (hereinafter referred to as BH&R) as shown on Exhibit A.

Whereas, Organization desires to use the BH&R to advertise and promote its organization in the manner outlined in this Agreement.

Whereas, Organization has represented that it has a physical presence in the state of Wyoming and that it conducts business in, or provides services that originate in, Wyoming.

Whereas, the University of Wyoming (hereinafter "University") through its Trademark Licensing Office (hereinafter "TLO"), has been authorized by the Wyoming Secretary of State's Office to administer the State of Wyoming's trademark licensing program and to enter into this Agreement on its behalf for use of the BH&R.

Whereas, this Agreement is not intended to establish or represent the State of Wyoming or University as a guarantor of the quality of any product or services provided by Organization, but to grant Organization a limited right to use the BH&R to further the interests of the state of Wyoming through the promotion of Wyoming business, tourism and products and services originating in Wyoming.

Now, therefore in consideration of the mutual promises, covenants and conditions contained herein, the parties agree as follows:

1. OWNERSHIP/GOODWILL

(a) Organization acknowledges and agrees that State of Wyoming is the sole and exclusive owner of all trademark, service mark or other proprietary rights, title and interest in the BH&R.

(b) Organization shall not in any manner represent that Organization has any ownership of the BH&R, and shall not knowingly in any way do or cause to be done any act or thing contesting or in any way impairing any part of the State of Wyoming's right, title and interest in or to the BH&R. Organization shall not register or attempt to register, or otherwise acquire rights in or to the BH&R (except for the rights granted herein), in any jurisdiction. Organization shall provide such assistance as the University or the State of Wyoming may reasonably request in connection with the State of Wyoming's efforts to register and maintain registrations of the BH&R or the defense or assertion of actual or threatened claims relating to the BH&R.

(c) Organization shall not alter or modify the BH&R without prior approval of the TLO and shall not misuse the BH&R, bring the BH&R into disrepute, use a mark that is likely to dilute the distinctiveness of the BH&R, or use the BH&R to disparage the University of Wyoming, State of Wyoming, or any of its components or agencies, or the citizens of Wyoming. Organization shall comply with all applicable state and federal laws and regulations relating to use of the BH&R.

(d) Organization acknowledges and agrees that its use of the BH&R inures solely to the benefit of the State of Wyoming and that Organization does not have and shall not acquire any right, title and interest in or to the BH&R or any derivatives or modifications thereof.

## 2. GRANT.

(a) The State of Wyoming hereby grants to Organization, pursuant to the terms and conditions of this Agreement, a limited right to use the BH&R in the manner and for the purposes set forth in this Agreement. Use of the BH&R by Organization shall be limited to (i) use on those items listed in Exhibit A in connection with the Organization's activities in the state of Wyoming, and (ii) use in advertising for Organization's business conducted in the state of Wyoming and for services originating in the state of Wyoming. Organization shall not use the BH&R on or in connection with Organization's facilities physically located outside of the state of Wyoming, or in connection with business conducted wholly outside of the state of Wyoming, or services originating outside the state of Wyoming, unless specifically approved in writing by the TLO. Additional limitations may be set forth in Exhibit A. Organization acknowledges and agrees that any use of the BH&R not expressly authorized by this Agreement requires express written permission from the TLO or the State of Wyoming. All uses of the BH&R by Organization shall be in a form and manner that is acceptable to the TLO in its sole discretion. Organization shall not assign or sublicense any of the rights granted under this Agreement without the prior written approval of the TLO.

(b) Any unauthorized or unapproved use by Organization of the BH&R shall constitute grounds for immediate termination of this Agreement. Upon receipt of notice from the TLO, Organization shall immediately cease any use of the BH&R that the TLO identifies as not acceptable.

(c) If so directed by the TLO, Organization shall display a "SM," "TM" or "®" designation in connection with the BH&R in the form and manner directed by the TLO. At the discretion of the TLO, Organization may also be required to place the following statement or similar statements on approved items bearing the BH&R: "The Bucking Horse & Rider is a trademark of the State of Wyoming and is used with permission."

## 3. TERM/TERMINATION

(a) This Agreement shall be effective as of the last date of signature below and shall expire on June 30, 2018, but may be terminated at any time by the TLO on sixty (60) days written notice for any reason or no reason. This Agreement may be renewed for successive two year periods, upon approval by the TLO, by Organization complying with all renewal requirements established by the TLO for this Agreement, including but not limited to completing and returning all renewal paperwork provided by the TLO. Renewal requirements and approval of renewals shall be at the sole discretion of the TLO. Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein.

(b) Following the expiration or termination of this Agreement, Organization shall cease all use of the BH&R and refrain from using the BH&R or any mark confusingly similar thereto unless authorized by the TLO.

(c) This Agreement shall also be deemed immediately terminated in the event that Organization closes, or ceases to conduct business in the state of Wyoming, or ceases to maintain a physical presence in the state of Wyoming, or otherwise ceases to conduct operations or activities in the manner outlined in Exhibit A. The TLO may immediately terminate this Agreement if Organization sells, assigns or otherwise transfers ownership or control of Organization to another person or entity.

#### 4. NATURE OF ORGANIZATION

(a) Organization shall immediately notify the TLO of any material change in the nature, purpose, or character of Organization, or any material change in its services or activities from those listed in Exhibit A.

(b) The manner and style in which the BH&R is used by Organization shall be consistent with that approved by the TLO at the time this Agreement is signed, unless otherwise approved by the TLO.

(c) From time to time, at the request of the TLO, Organization shall submit to the TLO, without cost to the TLO, samples of the use of the BH&R by the Organization and information regarding use of the BH&R by the Organization so that the TLO may determine compliance with the terms of this Agreement.

#### 5. INDEMNIFICATION

Organization shall indemnify, defend, and hold harmless the State of Wyoming, the Wyoming Secretary of State's Office and the University, and their officers, agents, employees, successors, and assignees from (i) any and all claims, lawsuits, losses, and liabilities arising out of Organization's failure to perform any of Organization's duties and obligations hereunder or in connection with the negligent performance of Organization's duties or obligations, and (ii) any and all claims, lawsuits, losses, and liabilities or arising out of or relating to products or services of Licensee, including but not limited to product liability claims.

#### 6. NO ENDORSEMENT

Organization shall not, in the exercise of its rights under this Agreement, state or imply either directly or indirectly that Organization or Organization's activities are supported, endorsed or sponsored by University or the State of Wyoming. Organization acknowledges and agrees that this Agreement does not authorize Organization to use the name of University or the State of Wyoming in connection with its business, products, services, affairs or otherwise.

#### 7. COMMERCIAL/PROMOTIONAL PRODUCTS

(a) Organization acknowledges and agrees that this Agreement does not authorize Organization to affix, or otherwise use, the BH&R on or in connection with any goods that are intended to be sold, offered for sale, sold or otherwise distributed in any type of commerce in exchange for any form of consideration. Such use would require a separate license agreement. Organization acknowledges and agrees that this Agreement does not authorize Organization to use the BH&R for any purpose other than to further the interests of the state of Wyoming through the promotion of Wyoming business, tourism and products and services originating in Wyoming.

(b) Unless otherwise indicated in Exhibit A, Organization may acquire from third parties the items identified in Exhibit A bearing the BH&R that will be used solely by Organization for authorized purposes as set forth in Section 2(a) above, provided that such items are of acceptable quality. Any goods bearing the BH&R acquired by Organization and used for any other purpose, or any goods bearing the BH&R acquired by Organization and not identified in Exhibit A, must be obtained from an authorized licensee having a valid license to use the BH&R on or in connection with such goods.

#### 8. SURVIVAL OF RIGHTS

The terms and conditions of this Agreement necessary to protect the rights and interests of University, the Wyoming Secretary of State's Office or the State of Wyoming shall survive the termination or expiration of this Agreement. The terms and conditions of this Agreement providing for any other activity following the effective date of termination or expiration of this Agreement shall survive until such time as those terms and conditions have been fulfilled or satisfied.

## 9. APPLICABLE LAW

The Parties hereto agree that (i) the laws of Wyoming shall govern this Agreement; (ii) any questions arising hereunder shall be construed according to such laws; and (iii) this Agreement has been negotiated and executed in the State of Wyoming and is enforceable in the courts of Wyoming.

## 10. NOTICES

Any notice required by this Agreement shall be deemed to have been properly received when delivered in person or when mailed by certified mail, return receipt requested, to the other party at the respective addresses below, or when actually received by a party if sent via facsimile or email:

If to Organization, the address set forth above;

If to TLO, University of Wyoming, State of Wyoming or the Wyoming Secretary of State's Office:

University of Wyoming, Trademark Licensing Dept. 3322, 1000 E. University Ave.

Laramie, WY, 82071, Fax: 307-766-4049 Email: [trademrk@uwyo.edu](mailto:trademrk@uwyo.edu)

## 11. REMEDIES

Organization acknowledges that any breach of this Agreement relating directly or indirectly to use of Licensed Marks will result in immediate and irremediable damage to the University of Wyoming and/or the State of Wyoming, and that money damages alone would be inadequate to compensate the University of Wyoming and/or the State of Wyoming. The State of Wyoming, the Wyoming Secretary of State's Office and University retain all legal and equitable rights that may arise out of this Agreement and reserve the right to pursue enforcement of any of those rights in their sole discretion.

## 12. SEVERABILITY

Should any provision of this Agreement be held unenforceable or in conflict with the law of any applicable jurisdiction, then that/those provision(s) shall be void but the validity of the remaining provision(s) shall not be affected by such a holding.

## 13. MODIFICATION AND WAIVER

(a) The parties agree that this Agreement may be modified only by a writing signed by all parties.

(b) It is agreed that no waiver by either party hereto of any breach of any of the provisions herein set forth shall be deemed a waiver as to any subsequent or similar breach.

## 14. NON-ASSIGNABILITY

This Agreement is personal to Organization. Neither this Agreement nor any of Organization's rights or obligations hereunder shall be sold, transferred or assigned by Organization without the written approval of the TLO, and no rights of Organization shall devolve by operation of law or otherwise upon any assignee, receiver, liquidator, trustee or other person or entity. Subject to the foregoing, this Agreement shall be binding upon any approved assignee or successor of Organization and shall inure to the benefit of the University of Wyoming, the State of Wyoming, the Wyoming Secretary of State's Office and their respective successors and assigns.

15. SOVEREIGN IMMUNITY

The State of Wyoming, the Wyoming Secretary of State's Office and the University do not waive sovereign immunity by entering into this Agreement and specifically retain all immunities and defenses available to them as sovereigns pursuant to Wyo. Stat. § 1-39-104(a) and all other applicable law. Designations of venue, choice of law, enforcement actions, and similar provisions should not be construed as a waiver of sovereign immunity.

16. NO PARTNERSHIP OR FRANCHISE

This Agreement does not constitute and shall not be construed to constitute (i) a partnership or joint venture between any of the parties, or (ii) a franchise agreement between any of the parties. Organization shall have no right to obligate or bind the University of Wyoming or the State of Wyoming or the Wyoming Secretary of State's Office in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any rights of any kind to third persons.

17. EQUAL EMPLOYMENT OPPORTUNITY

Both parties shall fully adhere to all applicable local, state and federal law, including equal employment opportunity and including but not limited to compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and the Americans with Disabilities Act of 1990. The University's policy has been, and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations.

18. THIRD PARTY BENEFICIARY RIGHTS

The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement.

19. ENTIRE AGREEMENT

This Agreement, including Exhibit A, contains the entire Agreement between the parties with regard to the subject matter hereof and supersedes all prior agreements and other statements and representations pertaining to this subject matter, whether written or oral.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed effective as of the last date of signature below.

University of Wyoming:

By:

\_\_\_\_\_  
Shaun Ziegler; Assistant Director, Auxiliary Services

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

Organization:

By:

\_\_\_\_\_  
(printed name, title)

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

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

The State of Wyoming and the Wyoming Secretary of State's Office:

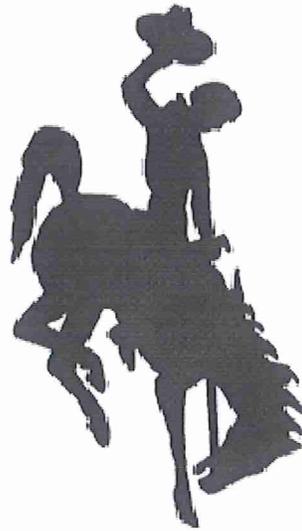
By: UNIVERSITY OF WYOMING

Signature \_\_\_\_\_

Shaun Ziegler; Assistant Director, Auxiliary Services

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

**Exhibit A**



"Bucking Horse & Rider" mark

Nature of activities in Wyoming:

Municipality

Location(s) in Wyoming:

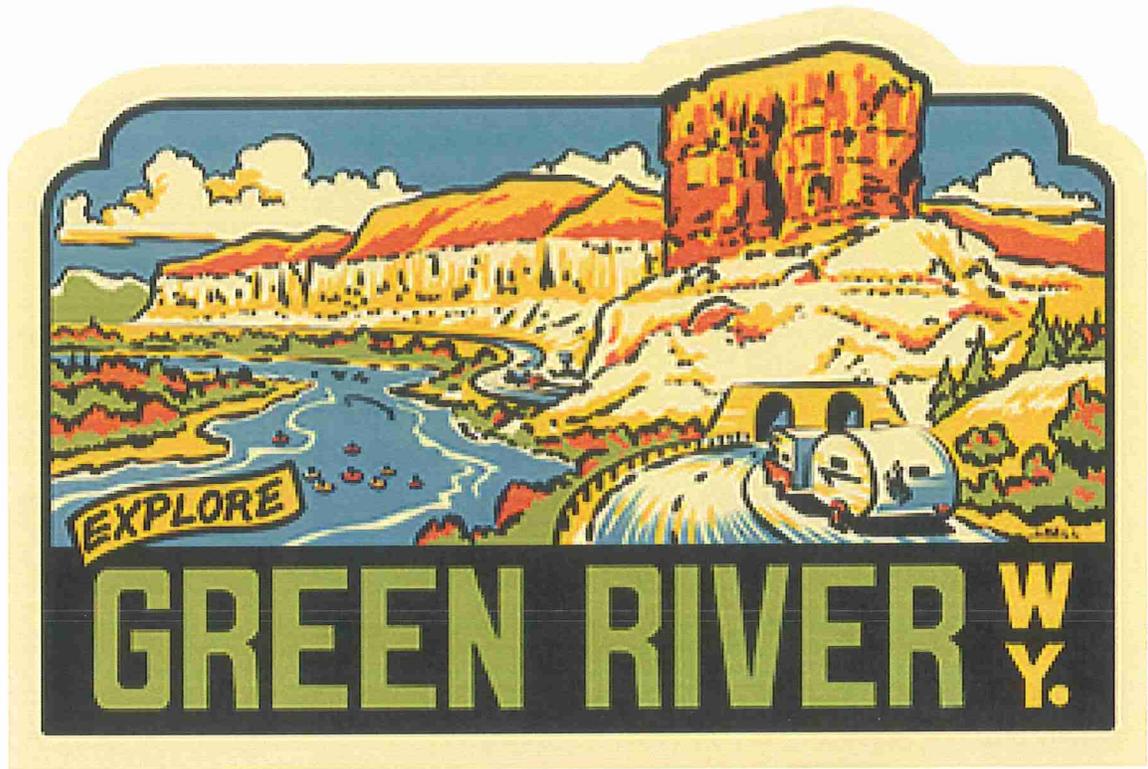
Green River

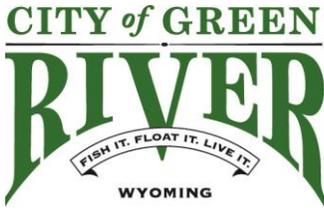
Approved uses of the BH&R mark:

Promotional stickers

Additional limitations:

Apparel, headwear, drinkware must be acquired from authorized licensee and subject to royalties





City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 31, 2016	Department: Parks and Recreation
Meeting Date: April 5, 2016	Department Head: Brad Raney
	Presenter: Katie Blood

**Subject:**

*Approval of the Healthy Contributions Program Agreement.*

**Background/Alternatives:**

*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.*

**Attachments:**

*Healthy Contributions Program Agreement*

**Fiscal Impact:**

*There is zero cost to the facility initially. There would be an increase in revenue in the long run. Healthy Contributions shall compensate the Facility \$3.85 per admissions, up to two visits per day (4 hours apart). There would be \$5.00 monthly plan fee, \$1.50 one-time charge for set-up per employee, \$0.15 transaction and maintenance fee per member, per month. This is an opportunity to maintain current members, make additional revenue, and attract new members to work out at the Recreation Center.*

**Staff Impact:**

*Staff will be trained on the updated procedure of member eligibility, patron input, and the proper billing.*

**Legal Review:**

*Pending legal review.*

**Suggested Motion:**

*I move to approve a Contract for the Program Agreement with Healthy Contributions for the Recreation Center, pending legal review.*



## PROGRAM AGREEMENT

Client Number: \_\_\_\_\_ Owner's Address: \_\_\_\_\_  
Business Name (DBA): \_\_\_\_\_ Owner's Address #2: \_\_\_\_\_  
Business Name (Legal): \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

This Agreement is made on \_\_\_\_\_, 20\_\_\_\_, by and between Healthy Contributions, LLC ("HC") and \_\_\_\_\_ ("Client") will confirm the arrangement under which HC is providing payment-processing services for Client's facility and data transfer and disbursement services for the programs chosen by Client, all as set out below.

- 1. Appointment:** Client hereby appoints HC to act as its fitness incentive processor for the fitness incentive programs managed by HC and selected by Client (the "Programs"). The duties of HC are as follows: (A) provide a platform for the entry of data; (B) collect and provide specific Program data to the Program providers; (C) return status of this data to Client via web reporting; and (D) if applicable, disburse any monies or rewards owed to Client's facility or its members based upon instructions from the Program provider.
- 2. Service:** HC agrees to facilitate the collection and transfer of data and funds for Client as this information is provided to HC. To that end, by the 5th of the month for the prior month, Client shall provide HC with the member usage information for Client's facility as requested, and in the format required, by HC. Disbursement of funds hereunder by HC to Client or its members shall occur at the times agreed to by HC and the Program providers, but is contingent upon data and funds received from the associated Program providers.
- 3. Management:** HC has agreed to manage certain fitness incentive programs including the Programs. Management and maintenance of participants, such as Client, shall include random audits and investigation of any improper or suspicious acts or behavior. Client's facility's staff is subject to record and data review by HC at anytime. If improprieties are found or suspected, a review of participation will be initiated with Program providers in question and may result in a warning, probation, suspension or Client's permanent removal from the programs.
- 4. Fees:** Client agrees to pay HC for its services provided herein pursuant to the attached Healthy Contribution Club Fee Structure Schedule (the "Fee Structure Schedule") based on the billing option at the end of this Agreement checked by Client. All Programs will be set at the billing option checked by Client except where a different method is mandated by a Program's provider. In that case, fees are then determined by the nature of the disbursement chosen for that provider's Program. HC reserves the right to change the fees and charges provided for herein without prior notice. If Client wishes to object to such change, it may deliver written notice thereof to HC within sixty (60) days of Client's receipt of the first monthly report reflecting such change. If Client objects to such change, the parties may negotiate a mutual agreement regarding fees or a party may terminate this Agreement pursuant to Section 6, but Client must pay the new fee imposed by HC for services performed before the date of termination.
- 5. Payment of Fees:** HC will post on its website each month a report of fees and processing charges charged to Client for services performed by HC in the prior month. Payments will be drafted from Client's accounts monthly. If payment is unable to be drafted, Client will be notified and offered a second payment method. A late fee of \$25.00 may be imposed if payment is not made within 10 days of notification. HC will not be liable to Client or be in breach of this Agreement due to the failure of Client to comply with its reporting obligations to HC or due to the failure of a Program provider to provide HC with the appropriate information or funds so that HC can perform its obligations hereunder. In addition, in the event that Client has not paid any fee within 10 days of notification by HC, HC reserves the right to suspend all services to be provided to Client pursuant to this Agreement until such time as full payment is made by Client, and HC will not be liable to Client or any third party in any manner, or in breach of this Agreement, for such suspension of services.
- 6. Termination & Closing Clubs:** Either party may terminate this Agreement by giving the other party (30) days written notice. If Client is discontinuing its involvement in a Program, it will immediately notify all participating members of the Program that benefits will cease. It must also immediately notify HC to close out accounts and provide HC with current member status. HC will notify the applicable Program provider, if necessary.
- 7. Sale:** If Client sells the facility to a new owner, it is Client's responsibility to make buyer aware of the services provided by HC. Should the buyer choose not to utilize HC's services, the members participating in the Programs must be made aware by Client prior to termination that HC is no longer providing services. Fees that are owed for the final processing period will be the responsibility of Client. Any processing that is submitted past the date of sale is still calculated by usage month and the party to whom the facility belonged to during the time the usage was collected is responsible for paying these fees to HC.
- 8. Confidentiality:** During the term of this Agreement and at any time after, Client will keep confidential and not disclose any Confidential Information (as defined below) nor will Client use the Confidential Information for a purpose detrimental to HC. Client will hold the Confidential Information in strict confidence and will protect it with the same diligence that it protects its own confidential information. Confidential Information shall include, but not be limited to, the terms of this Agreement, including any financial terms, trade secrets, the identity of any Program providers, unique identifiers, Personal Information (as defined below), and reimbursement amounts.

9. **Privacy:** During the term of this Agreement and at any time after, if Client obtains or has access to "Personal Information", Client agrees to comply with all applicable privacy laws and to hold and protect all "Personal Information" in strict confidence and maintain the confidentiality of this information.
  - a. "Personal Information" means any information about or concerning an individual including, but not limited to:
    - i. An individual's first name or first initial and his or her last name, or any information concerning a natural person which, because of name, number, personal mark, or other identifier, can be used to identify such natural person whether or not in combination with any one or more of the following data elements: (A) social security number; (B) driver's license number or state identification card number; (C) checking account number, savings account number or other account number alone if no other information is required to access such account or otherwise commit identity theft or misuse such information; (D) credit or debit card number; (E) account passwords or personal identification numbers, other access codes, or any other accounts or resources; (F) electronic identification number; (G) digital signatures; (H) biometric data, including fingerprints; (I) birth date; (J) parent's legal surname prior to marriage; (K) identification number assigned by an employer; (L) any individually identifiable information, in electronic or physical form, regarding the individual's medical history or medical treatment or diagnosis by a health care professional;
10. **Forms; Programs:** Client understands it cannot increase its dues to offset the reimbursement benefits. Client's facility must maintain originals of the participating member's Program Providers enrollment forms. Client is solely responsible for the membership agreement that Client uses. HC will provide Client with a copy of the participating Program Provider's enrollment forms and Client shall make copies for enrollment. Client will not be allowed to make changes to the enrollment forms.
11. **Information:** Pursuant to Section 2, Client must enter all member usage data by the 5th of the month for the prior month, unless Client uses a system where member usage is collected by HC for the facility. Client represents, warrants and covenants that all data is accurate and Client will provide HC all documentation requested by HC, or participating Program Providers. It is Client's responsibility to update member information and review the monthly return reports as they are made available. HC will not be liable for incorrect reimbursements due to Client-entered data errors. Client also grants HC authority to provide the usage information to the Programs. There will be a separate monthly charge for each individual club of Client that uses the website; i.e. if Client owns multiple facilities it will have to pay for each facility as its own separate entity. Client acknowledges the importance of meeting the timelines and processes for the delivery of information set forth herein.
12. **Workouts:** All workouts for these Programs by Client's members must be performed inside the walls of Client's facility.
13. **Trademark Usage:** All advertisements or other marketing materials referencing a Program provider's name, trademark, service mark, logo or other commercial symbol must be approved by that provider's legal department prior to publication by Client. Requests can be facilitated through HC.
14. **Indemnification: Liability:** Client agrees to defend, indemnify and hold harmless HC, its owners and affiliates, and each of them, and their respective officers, directors, employees, shareholders, agents, insurers, and representatives from and against any and all demands, losses, actions, damages, claims, costs, expenses and liability (including attorneys' fees) ("Damages") whether or not involving any third party claim, that results from or arises out of directly or indirectly: (a) any act or omission of Client, or breach of this Agreement by Client; (b) any injury or Damage to a member or other individual at a facility of Client or any other Damages incurred by HC in connection with its services hereunder; or (c) any Damages incurred by HC as a result of a suspension of services hereunder in the event that Client does not make timely payment as provided in Section 5 hereof. HC may defend at Client's expense any claim against it. HC is not liable for the acts or omissions of a Program provider, whether related to this Agreement or otherwise.
15. **Litigation:** This Agreement, and the respective rights of the parties under this Agreement shall be governed by and construed under the laws of the state of Minnesota, without application of any choice of law principal. Any claim, cause of action, suit or demand arising out of or related to this Agreement, or the relationship of the parties, shall be brought exclusively in the state or federal courts located in Hennepin County, Minneapolis, Minnesota, and the parties irrevocably consent to the jurisdiction and venue of such courts. Client hereto agrees that valid service of process may be affected on it outside of Minnesota by certified mail at the address of its last known principal office or by any other means authorized under Minnesota law.
16. **Entire Agreement:** This Agreement, including the documents referenced herein, is the only agreement between the parties concerning the subject matter hereof and supersedes all prior agreements, whether written or oral, relating hereto. No purported amendment, modification or waiver of any provision of this Agreement shall be binding unless set forth in a written document signed by all parties (in the case of amendments or modifications) or by the party to be charged thereby (in the case of waivers); provided, however, HC may amend the Fee Structure Schedule, the Program Details, the Paid-In Full Memberships for the Fitness Reimbursements Program document, the Cancellation Policy, and any other materials contained in the Welcome Guide at any time, and as updated from time to time (the "HC Documents"). Copies of this Agreement with signatures transmitted by facsimile shall be deemed to be original signed versions of this Agreement.
17. **Additional Documents:** Client acknowledges that it has read and understands this Agreement, and the HC Documents. In the event of a conflict between the terms of this Agreement and any of the foregoing documents, the terms of this Agreement shall control.
18. **Facility Liability Insurance:** Healthy Contributions' fitness centers will at its own cost and expense, maintain (and cause its subcontractors, if any to maintain) the following insurance coverage in full force: Workers' Compensation Insurance and Commercial Liability Insurance, with limits of not less than \$1,000,000. The insured must give Healthy Contributions thirty (30) days' written notice before the insurance is cancelled or altered in a way that no longer satisfies the requirements. Healthy Contributions' fitness centers will need to provide a copy of the current certificate of liability insurance. Failure to provide a compliant certificate can and will exclude you from certain plans/programs that are provided within our services.
19. **Benefits; Assignment:** This Agreement shall inure to the benefit of and shall bind the successors and permitted times assigns of both parties to this Agreement. Client may not assign or transfer its interest in this Agreement without the prior written consent of HC.

- 20. **Acknowledgments:** Client acknowledges: (A) that HC is not a payor of services, nor an insurer with respect to any services provided by Client and its only obligation with respect to funds received by a Program provider is to disburse the funds in accordance with the instructions of the provider; (B) that HC cannot guarantee that any minimum number of programs will be available to Client for participation; (C) that HC shall have no obligation to disburse funds hereunder if a Program provider fails to provide the funds for reimbursement to HC; and (D) that HC has not made any representation, warranty or guarantee as to any revenue that it may derive from any program.
- 21. **Non-exclusivity:** Each party understands and acknowledges that the relationship created hereby is of a non-exclusive nature, meaning that either party may do business with any other party that provides the same or similar services.
- 22. **Email:** Healthy Contributions may from time to time send emails to the addresses referenced in the Smart login forms to update of program changes, enhancements and other pertinent information. These may include communications from health plans or promotional advertisings in connection with our standard services.

**Healthy Contributions, LLC**

**1-800-317-2739**

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

**Client** Four Digit Club #: \_\_\_\_\_

**Billing OPTION:** A.  B.  C.

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 18, 2016	Department: Parks and Recreation
Meeting Date: April 5, 2016	Department Head: Brad Raney
	Presenter: Consent Agenda

**Subject:**

Horse Corral Lease Agreement

**Background/Alternatives:**

To enter into a lease agreement with Ashley McKinney for corral space # 8

**Attachments:**

*None*

**Fiscal Impact:**

\$159.00 per corral space/per year

**Staff Impact:**

Administration of the lease and maintenance includes but is not limited to: thawing frozen water lines/spigots, grading the roads, manure removal, etc.

**Legal Review:**

The lease agreement was adopted in April 1997 and is valid until April 14, 2022

**Suggested Motion:**

I move to enter into a lease agreement with Ashley McKinney for horse corral space #8.



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: March 18, 2016	Department: Parks and Recreation
Meeting Date: April 5, 2016	Department Head: Brad Raney
	Presenter: Consent Agenda

**Subject:**

Horse Corral Lease Agreement

**Background/Alternatives:**

To enter into a lease agreement with Joe Oler for corral space #15

**Attachments:**

*None*

**Fiscal Impact:**

\$159.00 per corral space/per year

**Staff Impact:**

Administration of the lease and maintenance includes but is not limited to: thawing frozen water lines/spigots, grading the roads, manure removal, etc.

**Legal Review:**

The lease agreement was adopted in April 1997 and is valid until April 14, 2022

**Suggested Motion:**

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

**CITY OF GREEN RIVER  
CITY COUNCIL PROCEEDINGS  
MARCH 15, 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, and Lisa Maes. The following were present representing the City: City Administrator Reed Clevenger, Director of Public Works Mark Westenskow, Engineer Holden Wright, Utility Superintendent Jason Palmer, 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, and City Attorney Galen West.

**APPROVAL OF THE AGENDA**

Council Member Wilson moved to approve the agenda. Council Member Barney seconded. Motion carried. (6-0)

**PRESENTATIONS**

Sweetwater County Joint Travel & Tourism Executive Director Jenessa Meredith gave a brief update on the Joint Travel & Tourism Annual Report.

Airport Manager, Devon Brubaker gave a brief update on the Rock Springs Sweetwater County Airport.

**CITIZEN REQUESTS AND OTHER COMMUNICATIONS**

Kay Daniels thanked council for supporting the Golden Hour Senior Citizens Center.

**BOARD AND COMMITTEE APPOINTMENTS**

**Appointment to the Green River Arts Council**

Council Member Wilson moved to confirm the Mayor's appointment of Rudy Gunter to a two year term on the Green River Arts Council. Council Member Peterson seconded. Motion carried. (6-0)

**Appointment to the Planning & Zoning Commission**

Council Member Peterson moved to confirm the Mayor's appointment of Joe Killpack to a three year term on the Green River Planning & Zoning Commission beginning April 1, 2016 and terminating April 1, 2019. Council Member Maes seconded. Motion carried. (6-0)

**PUBLIC HEARINGS**

**Wastewater Treatment Plant Replacement Facility Project**

Mayor Rust opened the hearing at 7:29 pm.

Mr. Westenskow said they are required as part of the State Revolving Fund Loan to have a public meeting to discuss the preliminary plan and schedule for the project. The Wastewater Treatment Plant Master Plan was initiated in 2014 and completed May 2015. It found that there are some structural concerns, the mechanical equipment is at the end of its life and we would not be able to meet future discharge requirements.

Options are:

Upgrade Existing Facility

- Existing process could be modified
- Extend life by 10 years
- Cost estimated at \$18 million

New Activated Sludge WWTP

- New plant would meet anticipated requirements
- 40 year plus life
- Estimated cost \$30 million/\$2.4 million design

WWTP Replacement Facility Project Schedule is:

- Design funding 2015-2016
- Design 2016-2017
- Agency approval/permitting 2017-2018
- Construction funding 2016-2018
- Construction 2018-2020
- Next permit renewal 2021

The city applied for a Mineral Royalties Grant for \$1.2 million in 2015 but did not receive it since we were not high enough on the priority list. We can apply again in 2017. We have received conditional approval for a State Revolving Fund Loan for \$1.2 million and it will allow us to start on the design. The loan and grants require the rates to be sustainable for operations, maintenance, and capital needs so a rate increase will be needed. For the \$1.2 million loan an estimated rate increase of 5.5% which is \$.93 per month for residential customers and \$6.93 per month for commercial customers. The rate study will look at rate philosophies and help us determine what is best for the city. They have advertised the public meeting in the paper for fifteen days and put the information on the city’s website to inform the public of what is going on.

There were no other comments or concerns presented.

Mayor Rust closed the hearing at 7:42 pm.

**RESOLUTIONS**

**Accepting the Final Plat of Wapiti Ridge Estates**

**R16-11: 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.**

Council Member Maes moved to approve the resolution approving and accepting 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. Council Member Peterson seconded. Motion carried. (6-0)

**Increase the Community Development’s Building Inspector’s Budget**

**R16-12: 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.**

Council Member Wilson moved to approve the resolution to increase the General Fund for the Community Development Building Division, in the amount of \$4,000. Council Member Killpack seconded. Motion carried. (6-0)

**Modification to the General Fund for the Police Department’s Patrol Division**

**R16-13: 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.**

Council Member Barney moved to approve the resolution to modify the General Fund for the Police Department's Patrol Division, in the amount of \$5,660. Council Member Wilson seconded. Motion carried. (6-0)

### **2016 Southside Water Systems Improvement Project Phase III**

**R16-14: 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.**

Council Member Killpack moved to approve the resolution to increase the Capital Projects Fund for the 2016 Southside Water System Improvements Project Phase III, in the amount of \$32,000. Council Member Maes seconded. Motion carried. (6-0)

### **Wastewater Treatment Plant Replacement Facility Design**

**R16-15: A resolution authorizing submission of an application 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 for the purpose of beginning design of a new facility to replace the City's existing wastewater treatment lagoon.**

Council Member Wilson moved 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. Council Member Peterson seconded.

Council Member Killpack asked how much per month will the city have to pay each year.

Mr. Westenskow said this is only for the first half of the loan and it is around \$77,000 per year at 2.5 percent interest for a 20 year loan.

Mr. Meats said they are asking us to pledge money in order to pay the loan for years to come. The rate increase will help accomplish what we need and going with a loan will help free money up in the Enterprise Fund to leverage for the new wastewater treatment facility. It is roughly 5.5% increase which is \$.93 per residential customers and for commercial customers will be around \$11.00 per month on average.

Mr. Clevenger said this is the first part of the design phase and the second phase will need to be applied for again so the rates could double.

Council Member Peterson asked if the residents will see a decrease in their rates when the loan is paid off.

Mr. Meats said it is possible but he cannot say yes or no.

Motion carried. (6-0)

## **COUNCIL ACTION ITEMS**

### **2016 Advertising and Marketing Grant for Art on the Green**

Council Member Wilson moved 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. Council Member Maes seconded. Motion carried. (6-0)

### **Rec Mill Funds from Sweetwater County School District #2**

Council Member Maes moved to approve the Parks and Recreation Department to apply for and accept Rec Mill 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. Council Member Killpack seconded.

Council Member Wilson asked if we were utilizing the Green River High School's pool for swim lessons or therapy.

Mr. Raney said yes there are two sessions of swim lessons at the pool and there will be two more sessions there as well with these funds.

Motion carried. (6-0)

### **Technical Assistance Grant Submission for URA/Main Street Staff/Board Member Training**

Council Member Barney moved to authorize the Green River URA/ Main Street Agency to apply for a Wyoming Main Street Technical Assistance Grant for FYE2017, 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. Council Member Maes seconded.

Council Member Killpack asked what a technical assistance grant is.

Mrs. Melvin said it is a grant that Wyoming Main Street provides to Main Street Agencies in Wyoming to help offset the costs of travel and training for board members and staff that are asked to attend the National Main Street conference.

Motion carried. (6-0)

### **Bid Award for the 2016 Southside Water Improvement Project Phase III**

Council Member Wilson moved to award the 2016 SIP Southside Water Improvement Project Phase III to Lewis & Lewis, Inc., in the amount of \$346,544.96, and authorize the Mayor to sign the agreement. Council Member Killpack seconded. Motion carried. (6-0)

### **Award Task Order #7 to Inberg-Miller Engineers**

Council Member Killpack moved to award Task Order #7 to Inberg-Miller Engineers for construction materials testing services for the 2016 Southside Water Systems Improvement Project Phase III, in the amount of \$9,800, and authorize the Mayor to sign the Task Order. Council Member Maes seconded.

Mr. Westenskow said this is a companion project to Wyoming Department of Transportation Urban Systems Project. Every year WYDOT receives funds to use to construct projects inside urban boundaries. The project is going to be built this year and consists of Hitching Post Drive from Iowa to Upland; West Teton from Bridger to Upland; and East Teton from Colorado to California byway of Edgewater Park. This will be completed by WYDOT and the city will do some spot repairs to the sewer and water systems while the asphalt is torn up. The largest repair is at the intersection of Hitching Post and Upland. They have informed WYDOT that they cannot do any work on that intersection until after school is out and has to be done in June before irrigation starts up since the line they are replacing is the connection line between the two tanks.

Motion carried. (6-0)

### **Landfill Engineering Services Agreement Amendment #6**

Council Member Wilson moved 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. Council Member Peterson seconded. Motion carried. (6-0)

### **CONSENT AGENDA**

Council Member Killpack moved to approve the following consent agenda items. Council Member Barney seconded. Motion carried. (6-0)

- Agreement with Hill's Pet Nutrition Incorporated for the purchase and delivery of animal food to the Green River Animal Control Shelter, at a reduced cost of \$.35 per pound
- Memorandum of Understanding with 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
- Minutes for: March 1, 2016 Council
- Payment of Bills:  
Prepaid Invoices = \$183,034.21                      Outstanding Invoices = \$438,570.55  
Payroll Expenditures = \$290,277.28              Pre-authorization Payments = \$1,065,000.00

#### **CITY ADMINISTRATOR'S REPORT**

Mr. Clevenger gave a brief update on topics up for discussion at the next workshop. He said he and the Mayor will be speaking on Talk Radio tomorrow morning at 10:10. Linda Klink Director of Wyoming Main Street will be here Thursday to review surveys and discuss the future plans for Green River.

#### **CITY ATTORNEY'S REPORT**

Mr. West had nothing to report.

#### **MAYOR AND COUNCIL REPORTS**

Council Members Maes, Barney, and Peterson had nothing to report.

Council Member Killpack said he is happy to see that Pineda's Kempo-Karate Tournament will return to Green River.

Council Member Wilson asked where we were at with the Brownsfield Cleanup.

Mr. Clevenger said it is in the review process and will be going out soon. They are getting a list put together with all items that we are looking to do.

Council Member Wilson congratulated staff on the Wyoming Business Council funding they have received.

Mayor Rust said the Cheerleaders went to the State Spirit Competition and took 3<sup>rd</sup> in Co-ed Stunt; 2<sup>nd</sup> in All Girls Stunt; and took 1<sup>st</sup> in non-stunt and the Dance Team took 5<sup>th</sup> in Hip Hop and 5<sup>th</sup> in Jazz Dance. He congratulated them on the wins. Citizens are happy to see the Karate Tournament come back to Green River on May 20th, 21st and 22<sup>nd</sup>, 2016. He thanked Mr. Raney for working with them. He thanked staff for all of their hard work during the winter season.

#### **ADJOURNMENT**

Council Member Wilson moved to adjourn at 8:22 pm. Council Member Killpack seconded. Motion carried. (6-0)

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Pete Rust, Mayor

#### **ATTEST:**

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Chris Meats, City Clerk

**CITY OF GREEN RIVER  
SPECIAL COUNCIL & WORKSHOP PROCEEDINGS  
MARCH 22, 2016**

The Governing Body of the City of Green River met in special council & workshop session at 6:30 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, Chief of Police Chris Steffen, URA/Main Street Administrator Jennie Melvin, and Interim Fire Chief Mike Liberty.

**APPROVAL OF THE AGENDA**

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

**COUNCIL ACTION ITEMS**

**Technical Assistance Grant Application for URA/Main Street Agency**

Council Member Stokes moved to approve the submission of a Wyoming Main Street Technical Assistance Grant Application for either a Retail Gap Analysis in the amount of \$35,000 with \$5,250 match; or a Downtown Banner Project in the amount of \$20,000 with a \$2,000 match. Council Member Wilson seconded.

Mrs. Melvin said they have met with Linda Klinck from Wyoming Main Street and during the meeting they discussed the need for the Retail Gap Analysis. The Rock Springs Chamber of Commerce is heading the application effort. The application has been withdrawn since the business council is not giving out any planning grants.

The Green River URA/Main Street has been in the process of applying for the Technical Assistance Grant for the Downtown Banner Project. While discussing the grants it was brought to their attention that there is another option for the banner project so they are looking to see if the banner project could be included in the current Wayfinding Project which would save money and help both causes. The Wayfinding Project came in lower than planned by \$50,000 so they could use that for the banner. By focusing on the Main Street District it might make it possible to expand the Wayfinding Project. If the Wayfinding Project can be expanded to include the banner project then they will not need to proceed with the Technical Assistance Grant, so that is why there are two options in motion. If it cannot be expanded then they will go forward with the Technical Assistance Grant for the Banner Project.

If it can be expanded then they will move forward with the Technical Assistance Grant for the Retail Gap Analysis if the Wyoming Main Street will allow it. Typically the technical assistance funds are used for only within the Main Street District boundary. Mrs. Klinck thinks this is a good idea and is working with us to apply. The grant deadline is April 1, 2016 and the final draft has to be turned in to Pat Robbins by March 18, 2016. The Banner project was turned in and reviewed by her and recommended to move forward for approval but they have extended the due date for the Retail Gap Analysis to this Friday. They need letter of support which needs to include the proof of matching funds. The total match would be \$15,000 with the total project cost at \$50,000. The increase is because the City of Rock Springs and the County have already set aside money for their portion of the match to the Retail Gap Analysis and our \$5,250 would be added to it as well.

Council Member Wilson asked if they have been in contact with the County and the City of Rock Springs so they are aware of what we are planning to do.

Mrs. Melvin said yes.

Mr. Clevenger said they have discussed this with all parties involved. Doing it this way we can apply this year instead of next year so we can start the process earlier. Everyone is on board and if we do not get the full funding then it does not make sense to move forward with the grant.

Council Member Wilson asked who would take the lead on this.

Mr. Clevenger said the City of Green River will take the lead as far as the grant aspect of it and the Rock Springs Chamber will work on the rest with the Economic Development Committee.

Council Member Wilson asked where the banners will be located.

Mrs. Melvin said they are looking for two banner poles to be installed at the east end of Flaming Gorge Way right by Artic Circle. They want to have the banner cross Flaming Gorge Way. They have spoken with WYDOT and they have been working with us to make sure we meet their specs. There are two light poles down by the PD building that can be used for the banners on the west end of town.

Council Member Peterson thanked Mrs. Melvin for her hard work.

Mayor Rust said the \$60,000 for the Wayfinding Project cannot be used in any other way but what is listed in the grant so we would not be spending taxpayers money, we would be expanding the parameters of the project.

Council Member Barney clarified we are planning to do the banner poles and the Gap Analysis if we can.

Mr. Clevenger said yes, we would like to do both projects for a lesser amount of money.

Motion carried. (7-0)

### **Adjourn to Workshop**

Council Member Wilson moved to adjourn to the workshop at 6:43 pm. Council Member Killpack seconded. Motion carried. (7-0)

### **Workshop Agenda**

Senator John Hastert gave a brief update on the recent Wyoming State Legislature.

### **Financial Overview FY2016**

Mr. Meats said our sales tax revenues are down and have been averaging around \$850,000 per month and we budgeted \$900,000. It looks like the revenues are going to be low for a time to come. Other areas are seeing this downturn and we aren't being hit as bad as some areas. Budget wise we are sitting at 65% and normally we are at 68% so we are lower. Our current expenditures are lower than what we have seen. Our departments are doing their best to save money. We are going into the summer where we will see more spending do to work in cyclical departments.

Currently, we are reviewing and restructuring positions, reducing travel & training unless certifications are required, review all expenses over \$1,000; and we will have a reduction in seasonal workforce.

Council Member Barney said he is happy to see that employees are going with webinars.

Council Member Peterson thanked Mr. Meats for his hard work.

Council Member Maes thanked all of the staff for their hard work on the budget.

Chris said the Finance Committee met and had some recommendations:

- Consolidation of Programs
- Reduction in seasonal work that can wait a year or that can go on an extended schedule
- Adding administrative procedures or ordinances that put the responsibility back on the resident for those where the expectation has been on the city

- Allocating work being done on the general fund that can or should be in an enterprise fund (storm, flaming gorge trash pickup, ect....)
- Reducing the spots within the city where we collect yard waste to limit the number of pickups
- Outlining lots for sale and getting them on the market
- Review rate for all areas and where we can reduce the amount being subsidized with fees
- Field lighting changes in fees and scheduling
- Webinar training vs. travel for training
- Consolidation of training with different entities or bringing training to us
- Cutting the T&E formula for FTE to a level that is justified
- Further review and seeking of multiple grant opportunities
- Review overtime hours and creating a reduced overtime plan

Council Member Wilson said they also spoke about sending a letter to the community funding agencies regarding their requests. They need to provide financial information and how will it impact their budgets if the city does not fund them or fully fund them.

Mayor Rust asked if the memo had been sent out to the community funding agencies.

Mr. Clevenger said yes. They have included a request for financials, providing their 501C3 status, and budget information. They have until March 31, 2016 to turn them in. The community funding requests are scheduled for April 21, 2016.

He said this is the fifth year of budget cuts and some hard decisions will have to be made. Everyone is aware that cuts are needed and there will possibly be additional cuts later.

Council Member Killpack asked what the increase on health insurance was.

Mr. Clevenger said it is 4% on health insurance and the vision and dental is around 8%.

Council member Killpack asked if the city will cover the increase in health insurance.

Mr. Clevenger said yes they are trying to work it out where the city covers the cost of the increase on health insurance and then go from there to see if it works budget wise. There are so many items that have to come together before they know for sure.

### **Budget Timeline**

Mr. Meats gave a brief update on the budget meeting schedule as follows:

- March 25 community service requests are due by 4 pm
- April 6 Finance Committee Meeting 1 pm – Budget Overview
- April 11 Deliver Draft Budget to Governing Body
- April 21 Budget Workshop 6:30 pm – Community Service Requests
- April 28 Budget Workshop 6:30 pm – General Fund
- May 3 Budget Workshop 6:30 pm – Continuation of General Fund if needed
- May 4 Finance Committee Meeting 1 pm – Rate Study
- May 5 Budget Workshop 6:30 pm – Capital Projects & Rate Study
- May 19 Budget Workshop 6:30 pm – Water, Wastewater & Solid Waste Funds
- May 24 Finance Committee Meeting 1 pm – Budget Review
- June 21 Council Meeting 7 pm – Adopt FY 2016-2017 Budget

### **Mansface Tower Leases**

There are two companies that are interested in placing equipment on top of Mansface. Visionary Business Class Internet wants to put some of their equipment on an existing pole. Verizon would like to have a tower built on another portion of Mansface. It will give better service to the area. They will have to erect a temporary tower while the new one is being constructed.

Staff would like direction from council if they want to proceed with the leases or not. The lease process will take some time but they will get started if council directs them to do so. For this

lease they would pay around \$15,000 to \$18,000 per year on top of the other lease they pay. Visionary Business Class Internet would pay a minimal fee for their lease per year. Council directed staff to move forward with the leases.

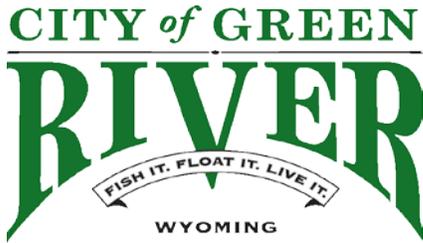
**Adjournment**

The meeting adjourned at 8:03 pm.

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

**ATTEST:**

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



## Prepaid Invoices Presented for 4-5-16 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*	03/23/2016	AP	1,339.16
<b>AFLAC Total</b>				<b>1,339.16</b>
AMUNDSEN CONSTRUCTION		03/18/2016	Utility Refund	81.58
<b>AMUNDSEN CONSTRUCTION Total</b>				<b>81.58</b>
BAILEY, FRANKLIN & ALEXANDRIA		03/18/2016	Utility Refund	35.89
<b>BAILEY, FRANKLIN &amp; ALEXANDRIA Total</b>				<b>35.89</b>
BECK, DOUG		03/18/2016	Utility Refund	10.33
<b>BECK, DOUG Total</b>				<b>10.33</b>
BLUE CROSS BLUE SHIELD OF WYOMING	DEP CARE - Dependent Care*	03/22/2016	AP	1,630.84
<b>BLUE CROSS BLUE SHIELD OF WYOMING Total</b>				<b>1,630.84</b>
BYRD, STEVE		03/18/2016	Utility Refund	125.54
<b>BYRD, STEVE Total</b>				<b>125.54</b>
CHABRE, VIRGIL		03/18/2016	Utility Refund	30.25
<b>CHABRE, VIRGIL Total</b>				<b>30.25</b>
CHILD SUPPORT SERVICES	CHILD SUP-UT - Child Support - Utah	03/22/2016	AP	464.00
<b>CHILD SUPPORT SERVICES Total</b>				<b>464.00</b>
CHYTKA, JARED	MEALS/COMMERCE CITY	03/23/2016	AP	104.00
<b>CHYTKA, JARED Total</b>				<b>104.00</b>
CLARK, JAMES E		03/30/2016	Utility Refund	96.45
<b>CLARK, JAMES E Total</b>				<b>96.45</b>
CLEARY, KARL & TRACY		03/30/2016	Utility Refund	86.33
<b>CLEARY, KARL &amp; TRACY Total</b>				<b>86.33</b>
CLEMENT, DEREK & ADRIAN BALZLY		03/18/2016	Utility Refund	78.38
<b>CLEMENT, DEREK &amp; ADRIAN BALZLY Total</b>				<b>78.38</b>
COMER, ANDY & JENNIFER		03/18/2016	Utility Refund	16.07
<b>COMER, ANDY &amp; JENNIFER Total</b>				<b>16.07</b>
CONNER, OBREY		03/18/2016	Utility Refund	114.03
<b>CONNER, OBREY Total</b>				<b>114.03</b>
CURTIS, LARRY & ALICIA		03/30/2016	Utility Refund	19.04
<b>CURTIS, LARRY &amp; ALICIA Total</b>				<b>19.04</b>
DAVIS, SHAWN & AFTON		03/30/2016	Utility Refund	9.19
<b>DAVIS, SHAWN &amp; AFTON Total</b>				<b>9.19</b>
DEINHARDT, LANCE & RICKY PIERCE		03/30/2016	Utility Refund	10.71
<b>DEINHARDT, LANCE &amp; RICKY PIERCE Total</b>				<b>10.71</b>
DOYLE, MARK & TINA		03/18/2016	Utility Refund	44.15
<b>DOYLE, MARK &amp; TINA Total</b>				<b>44.15</b>
DYNES, JAMES W & DIANE		03/18/2016	Utility Refund	14.28
<b>DYNES, JAMES W &amp; DIANE Total</b>				<b>14.28</b>
ELMORE, ANNE (ESTATE OF)		03/30/2016	Utility Refund	91.39
<b>ELMORE, ANNE (ESTATE OF) Total</b>				<b>91.39</b>
GILBERTSON, KYLIE & LAURIE & CORY		03/18/2016	Utility Refund	100.94
<b>GILBERTSON, KYLIE &amp; LAURIE &amp; CORY Total</b>				<b>100.94</b>

GREAT-WEST TRUST COMPANY LLC	WYO DEF - Wyoming Deferred Comp	03/22/2016	AP	2,336.66
<b>GREAT-WEST TRUST COMPANY LLC Total</b>				<b>2,336.66</b>
HALL, ANTHONY & PAM		03/18/2016	Utility Refund	50.16
<b>HALL, ANTHONY &amp; PAM Total</b>				<b>50.16</b>
HALL, BRETT		03/18/2016	Utility Refund	5.65
<b>HALL, BRETT Total</b>				<b>5.65</b>
IRS	FED TAX - Federal Income Tax*	03/22/2016	AP	80,401.98
<b>IRS Total</b>				<b>80,401.98</b>
LONGHORN CONSTRUCTION		03/18/2016	Utility Refund	1,057.61
<b>LONGHORN CONSTRUCTION Total</b>				<b>1,057.61</b>
MORRIS, MELISA & TIM		03/30/2016	Utility Refund	25.86
<b>MORRIS, MELISA &amp; TIM Total</b>				<b>25.86</b>
REINHARDT, FLOYD		03/30/2016	Utility Refund	45.04
<b>REINHARDT, FLOYD Total</b>				<b>45.04</b>
ROSE, KRISTA-LYNN & KAILEB		03/30/2016	Utility Refund	111.98
<b>ROSE, KRISTA-LYNN &amp; KAILEB Total</b>				<b>111.98</b>
SCHOFIELD, CAROL		03/18/2016	Utility Refund	124.17
		03/30/2016	Utility Refund	34.29
<b>SCHOFIELD, CAROL Total</b>				<b>158.46</b>
SHAFER, CRYSTAN & CODY WILKINSON		03/18/2016	Utility Refund	11.49
<b>SHAFER, CRYSTAN &amp; CODY WILKINSON Total</b>				<b>11.49</b>
SIMPER, DON & MICHELLE		03/18/2016	Utility Refund	45.75
<b>SIMPER, DON &amp; MICHELLE Total</b>				<b>45.75</b>
WATTERSON, JOHN		03/18/2016	Utility Refund	230.34
<b>WATTERSON, JOHN Total</b>				<b>230.34</b>
WYOMING CHILD SUPPORT ENFORCEMENT	CHILD SUP - Child Support	03/22/2016	AP	250.00
<b>WYOMING CHILD SUPPORT ENFORCEMENT Total</b>				<b>250.00</b>
WYOMING RETIREMENT SYSTEM	WYO RET EM - Wyoming Retirement - Employer*	03/17/2016	AP	86,045.71
<b>WYOMING RETIREMENT SYSTEM Total</b>				<b>86,045.71</b>
GERHART SPALDING	MEALS/RIVERTON WY	03/28/2016	AP	156.00
<b>GERHART SPALDING Total</b>				<b>156.00</b>
PRISILLA MUNOZ		03/15/2016	Misc Billing Refund	500.00
<b>PRISILLA MUNOZ Total</b>				<b>500.00</b>
THOMAS W MADURA	MEALS/COMMERCE CITY	03/23/2016	AP	104.00
<b>THOMAS W MADURA Total</b>				<b>104.00</b>
TOM MURPHY	MEALS/RIVERTON WY	03/28/2016	AP	208.00
<b>TOM MURPHY Total</b>				<b>208.00</b>
<b>Grand Total</b>				<b>176,247.24</b>





## Outstanding Invoices Presented for 4-5-16 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
ALPINE PURE BOTTLED WATER	94588	BOTTLED WATER / ADMINISTRATION	03/01/2016	12.00
	94590	BOTTLED WATER / PD	03/01/2016	77.50
	94591	Bottled water	03/01/2016	12.00
<b>ALPINE PURE BOTTLED WATER Total</b>				<b>101.50</b>
ALSCO	LOGD1108809	UNIFORM SERVICE	03/02/2016	82.17
	LOGD1110394	Mats for PD	03/09/2016	37.91
	LOGD1110410	UNIFORM SERVICE	03/09/2016	82.17
	LOGD1110411	Shop Towels and Mats	03/09/2016	76.63
	LOGD1110413	Mats for Animal Control	03/09/2016	24.65
	logd1112025	UNIFORM SERVICE	03/16/2016	84.50
	LOGD1112036	Mats and Mops for City Hall	03/16/2016	76.02
	LOGD1113585	Mats for PD	03/23/2016	38.45
	LOGD1113601	Shop Towels and Mats	03/23/2016	76.63
LOGD1113603	Mats for Animal Control	03/23/2016	24.65	
<b>ALSCO Total</b>				<b>603.78</b>
ALTITUDE RECYCLING EQUIPMENT, LLC	2261	Bailing wire	03/17/2016	610.00
<b>ALTITUDE RECYCLING EQUIPMENT, LLC Total</b>				<b>610.00</b>
AMERIGAS PROPANE, LP	3048519200	Propane for Landfill	01/27/2016	330.86
	3049023594	Propane for Landfill	02/06/2016	813.70
	3049875206	268.8 Gallons of Propane delivered to Landfill 2-24-102/29/2016	02/29/2016	619.34
	3050352452	175.0 Gallons of Propane delivered to Landfill 3-14-103/16/2016	03/16/2016	408.39
	402414208	Credit Tax Charged for Propane Delivered to Landfill 02/18/2016	02/18/2016	(61.07)
	402466904	Credit Memo for Propane delivered to Landfill on 2-4 03/24/2016	03/24/2016	(292.50)
<b>AMERIGAS PROPANE, LP Total</b>				<b>1,818.72</b>
AMERI-TECH EQUIPMENT COMPANY	15623	Trash Containers	03/18/2016	12,998.53
<b>AMERI-TECH EQUIPMENT COMPANY Total</b>				<b>12,998.53</b>
ATCO INTERNATIONAL	10454464	Cleaning supplies	02/29/2016	232.25
<b>ATCO INTERNATIONAL Total</b>				<b>232.25</b>
AUTO BODY PAINT & SUPPLY	212366	CLEANER	02/09/2016	43.86
<b>AUTO BODY PAINT &amp; SUPPLY Total</b>				<b>43.86</b>
B & M HYDRAULIC SERVICE	0003	Cylinder	03/07/2016	292.00
	004	Cylinder	03/08/2016	362.00
<b>B &amp; M HYDRAULIC SERVICE Total</b>				<b>654.00</b>
BATTERY SYSTEMS INC	3451623	BATTERY	03/10/2016	99.47
	823451627	BATTERY	03/10/2016	98.82
<b>BATTERY SYSTEMS INC Total</b>				<b>198.29</b>
BLUE CROSS BLUE SHIELD OF WYOMING	312049 03212016	GROUP 312049	03/21/2016	131,993.10
	312303 03212016	GROUP 312303	03/21/2016	2,212.20
	312304 03212016	GROUP 312304	03/21/2016	12,690.20
	312312 03212016	GROUP 312312	03/21/2016	8,275.45
<b>BLUE CROSS BLUE SHIELD OF WYOMING Total</b>				<b>155,170.95</b>
BRODY CHEMICAL	404870	Accu Tabs	03/17/2016	169.99
<b>BRODY CHEMICAL Total</b>				<b>169.99</b>
CALIFORNIA CONTRACTORS SUPPLIES INC	TT19873	NITRILE GLOVES AND TAPE	02/25/2016	708.30

<b>CALIFORNIA CONTRACTORS SUPPLIES INC Total</b>				<b>708.30</b>
CAPITAL BUSINESS SYSTEMS, INC	599428	Copier Agreement	03/16/2016	180.44
<b>CAPITAL BUSINESS SYSTEMS, INC Total</b>				<b>180.44</b>
CASTLE ROCK VETERINARY CENTER	27142SCHNEIDER	SPAY/NEUTER CERTIFICATES	03/09/2016	30.00
<b>CASTLE ROCK VETERINARY CENTER Total</b>				<b>30.00</b>
CEM AQUATICS	114670	pulsar plus	03/11/2016	995.97
<b>CEM AQUATICS Total</b>				<b>995.97</b>
CENTURYLINK	936M031316	PHONE SERVICE	03/13/2016	1,917.41
<b>CENTURYLINK Total</b>				<b>1,917.41</b>
CERILLIANT CORPORATION	410987	Quality Assurance for Lab	03/15/2016	385.95
<b>CERILLIANT CORPORATION Total</b>				<b>385.95</b>
CITY OF ROCK SPRINGS	16-1	LEGISLATIVE RECEPTION	03/08/2016	1,010.97
<b>CITY OF ROCK SPRINGS Total</b>				<b>1,010.97</b>
CODALE ELECTRIC SUPPLY INC	S5630575.001	Bussmann Non-Delay Fuse	03/10/2016	84.20
<b>CODALE ELECTRIC SUPPLY INC Total</b>				<b>84.20</b>
DELL SOFTWARE, INC	XJTRNWD95	MICROSOFT	12/03/2015	34,178.25
	XJWCD7576	ZERO CLIENT	01/28/2016	7,125.00
<b>DELL SOFTWARE, INC Total</b>				<b>41,303.25</b>
DJ'S GLASS PLUS	65818	Door Closure for SWRAP	02/15/2016	260.00
	65955	Windshield	02/23/2016	400.00
	66114	INSULATED WINDOW	03/04/2016	841.29
<b>DJ'S GLASS PLUS Total</b>				<b>1,501.29</b>
EAGLE UNIFORM & SUPPLY CO	69089	Mops and Towels for PD	03/04/2016	59.32
	69860	Mops and Towels for PD	03/11/2016	59.32
	70621	Mops and Towels for PD	03/18/2016	59.32
<b>EAGLE UNIFORM &amp; SUPPLY CO Total</b>				<b>177.96</b>
EASTON TELECOM SERVICES LLC	937896	PHONE SERVICE	03/10/2016	137.12
<b>EASTON TELECOM SERVICES LLC Total</b>				<b>137.12</b>
ELECTRICAL SERVICES & PRODUCT'S FLLC	31016	Repair Street Light on Highway 530 Overpass Loop	03/11/2016	4,910.60
	31416	Instal Streetlight Pole	03/12/2016	2,710.98
<b>ELECTRICAL SERVICES &amp; PRODUCT'S FLLC Total</b>				<b>7,621.58</b>
ENERGY LABORATORIES INC	360330328	UP Railroad Oil Spill Analysis	03/16/2016	694.00
	360330443	Total P Analysis	03/22/2016	44.00
	360351148	Toxicity Analysis	03/18/2016	1,220.00
<b>ENERGY LABORATORIES INC Total</b>				<b>1,958.00</b>
F.B. MCFADDEN WHOLESALE COMPANY	314383	Snacks for Resale, Supplies	03/07/2016	180.90
	314700	Snacks for Resale, Supplies	03/15/2016	257.45
	315002	Snacks for Resale, Supplies	03/21/2016	284.00
<b>F.B. MCFADDEN WHOLESALE COMPANY Total</b>				<b>722.35</b>
FAIRMONT SUPPLY COMPANY	4613827-01	Leather Driver Gloves	03/08/2016	76.48
	4613827-02	Leather Drivers Gloves	03/08/2016	60.30
	4617459-00	Gloves, Shield Flash Arc, Respirator Dust & Mist	02/26/2016	181.82
	4620207-00	BATTERY	03/03/2016	29.12
<b>FAIRMONT SUPPLY COMPANY Total</b>				<b>347.72</b>
FIRE ENGINEERING COMPANY INC	7694	Annual Fire Sprinkler System Inspection	03/01/2016	980.00
<b>FIRE ENGINEERING COMPANY INC Total</b>				<b>980.00</b>
FIRST CHOICE FORD	322540	PAD AND COVER	03/18/2016	844.02
	323042	Pin	02/26/2016	15.60
<b>FIRST CHOICE FORD Total</b>				<b>859.62</b>
FLAIL-MASTER	109337-01	MOUNTING RINGS	02/23/2016	1,055.50
<b>FLAIL-MASTER Total</b>				<b>1,055.50</b>
FREMONT MOTOR ROCK SPRINGS	69690	CORE DEPOSIT	03/04/2016	358.70
<b>FREMONT MOTOR ROCK SPRINGS Total</b>				<b>358.70</b>
GENTLE TOUCH DRYCLEANING	0012	UNIFORM CLEANING / CRONK	02/25/2016	6.00
	0035	UNIFORM CLEANING / MCDONALD	02/29/2016	6.00
	0041	UNIFORM CLEANING / CRONK	03/01/2016	6.00
	0043	UNIFORM CLEANING / FISHER	03/01/2016	18.00
	0128	UNIFORM CLEANING / CRONK	03/14/2016	12.00
<b>GENTLE TOUCH DRYCLEANING Total</b>				<b>48.00</b>
GRAINGER	9051303122	Aspirin	03/11/2016	10.29
	9051698257	First Aid Kit Supplies	03/11/2016	130.89
<b>GRAINGER Total</b>				<b>141.18</b>
GREEN RIVER ACE HARDWARE	108451/2	Paint brush-Tap Plug	03/14/2016	15.98
	108142/2	Sand Disc Kit	02/29/2016	17.96
	108231/2	PAINTBRUSH	03/04/2016	3.49
	108300/2	Tap Plug	03/08/2016	7.99
	108329/2	Ice for Water Samples	03/09/2016	5.97
	108338/2	Fasteners, Elbow, PVC, Coupling, Assorted Hand Too	03/09/2016	30.96

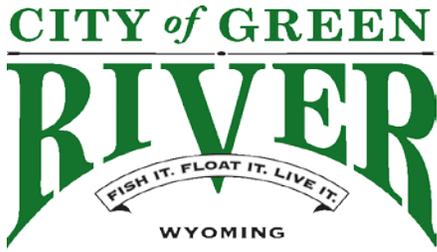
	108357/2	Shoe Goo	03/09/2016	6.99
	108366/2	FASTENERS	03/10/2016	3.20
	108370/2	Carpet Cleaner, 100 Pk Vinyl Gloves, Stainless Clean	03/10/2016	80.93
	108395/2	BATTERIES	03/11/2016	24.98
	108438/2	Lube 11 oz Super Slick	03/14/2016	8.99
	108444/2	Pressure Gauge, Cored Plug, Lube	03/14/2016	36.26
	108453/2	Couple 1.5"	03/14/2016	5.94
	108468/2	Level 3" Line Alum Ace	03/15/2016	9.98
	108493/2	Roughneck Tote 25 Gal.	03/16/2016	50.97
	108508/2	grinding discs	03/16/2016	22.22
	108512/2	Paintbrush Trim and Set	03/16/2016	12.98
	108518/2	Corner Brace	03/17/2016	11.98
	108521/2	BATTERIES	03/17/2016	21.99
	108528/2	Returns and Comp Union, Duel Aerator 6 pk	03/17/2016	27.39
	108529/2	Farm & Ind LMX Grease 14 oz	03/17/2016	20.97
	108530/2	Conctr Faucet Fitall, Aerator, Nipple Galv.	03/17/2016	34.54
	108534/2	Returned Parts Not Used	03/17/2016	(36.54)
	108589/2	Garden Truper, Mixing Concrete for R.C. Outdoor Str	03/21/2016	23.98
	108598/2	Aerator for Faucet	03/21/2016	9.99
	108608/2	FASTENERS	03/21/2016	3.00
	108615/2	VLVBall for Water Trailer	03/22/2016	14.99
	108621/2	FASTENERS	03/22/2016	2.00
	108628/2	Paintbrush and sample white paint	03/22/2016	6.98
	108646/2	Fasteners, Bit Hamr, Rec. Center Outdoor Fitness Ce	03/23/2016	87.96
	108650/2	SPLYFCT, Public Works Sink Parts	03/23/2016	33.96
	108657/2	Barrel Bolt DH 6" for Pavilion Latch	03/24/2016	11.99
	108659/2	FASTENERS	03/24/2016	8.99
<b>GREEN RIVER ACE HARDWARE Total</b>				<b>629.96</b>
GREEN RIVER TIRE LLC	1961	CAM BOLTS	03/07/2016	205.82
<b>GREEN RIVER TIRE LLC Total</b>				<b>205.82</b>
GREINER MOTOR COMPANY - DOUGLAS	030816	RAM TRUCK	02/25/2016	27,556.00
<b>GREINER MOTOR COMPANY - DOUGLAS Total</b>				<b>27,556.00</b>
HACH COMPANY	9829065	Xenosep Solid Phase Extraction System	03/08/2016	1,117.39
	9831045	Conductivity Probe	03/09/2016	393.00
	9844661	Sample Bottles and Standards	03/17/2016	364.01
	9850563	Clamps	03/22/2016	114.30
<b>HACH COMPANY Total</b>				<b>1,988.70</b>
HIGH DESERT POLARIS - KTM	89812	MAGNETIC	03/16/2016	36.99
<b>HIGH DESERT POLARIS - KTM Total</b>				<b>36.99</b>
HILL'S PET NUTRITION SALES INC	225101029	Dog food	02/24/2016	37.35
<b>HILL'S PET NUTRITION SALES INC Total</b>				<b>37.35</b>
HOSE & RUBBER SUPPLY INC	C71078-001	Hose Assembly	03/02/2016	87.94
<b>HOSE &amp; RUBBER SUPPLY INC Total</b>				<b>87.94</b>
IDEXX DISTRIBUTION, INC	3000664580	Ecoli Sealer Promo Package	03/23/2016	4,115.36
<b>IDEXX DISTRIBUTION, INC Total</b>				<b>4,115.36</b>
IN THE SWIM	011034346	DLX Swivel Hose	03/15/2016	49.99
<b>IN THE SWIM Total</b>				<b>49.99</b>
INBERG-MILLER ENGINEERS - IME	5541RE13	Surveying of Cells 5 & 6, setting grade stakes, meetir	10/30/2015	3,659.21
	5541RE14	Prepare landfill map and remaining life calculations	12/22/2015	847.16
<b>INBERG-MILLER ENGINEERS - IME Total</b>				<b>4,506.37</b>
JME FIRE PROTECTION	5239	Water Extinguishers	03/08/2016	479.80
<b>JME FIRE PROTECTION Total</b>				<b>479.80</b>
KEMMERER GAZETTE	905410	For Crystal Classic	02/29/2016	176.40
<b>KEMMERER GAZETTE Total</b>				<b>176.40</b>
K-MOTIVE & SPORTS INC	155439	DEMAND DRIVE	03/15/2016	60.97
<b>K-MOTIVE &amp; SPORTS INC Total</b>				<b>60.97</b>
L.N. CURTIS & SONS	3166970-00	Adaptors	02/09/2016	16.62
<b>L.N. CURTIS &amp; SONS Total</b>				<b>16.62</b>
LARIAT INTERNATIONAL TRUCKS	1260560011	PIPE TAIL	02/25/2016	230.37
<b>LARIAT INTERNATIONAL TRUCKS Total</b>				<b>230.37</b>
LEWIS AND LEWIS	255934	Asphalt Mix	03/08/2016	342.86
<b>LEWIS AND LEWIS Total</b>				<b>342.86</b>
LONG BUILDING TECHNOLOGIES INC	SRVCE0075688	BLOWER MOTOR	02/23/2016	685.28
<b>LONG BUILDING TECHNOLOGIES INC Total</b>				<b>685.28</b>
LORMAN EDUCATION SERVICES	2960234-1	MEMBERSHIP / LEIGH	03/15/2016	524.25
<b>LORMAN EDUCATION SERVICES Total</b>				<b>524.25</b>
MCDONALD, MARK	042016	TRAVEL / NAPA / MCDONALD	02/08/2016	156.00
<b>MCDONALD, MARK Total</b>				<b>156.00</b>

MEMORIAL HOSPITAL OF SWEETWATER COUNTY	03182015-STMT	WYANT, JAMES R 3-18-2015	03/18/2015	3,838.56
<b>MEMORIAL HOSPITAL OF SWEETWATER COUNTY Total</b>				<b>3,838.56</b>
<b>NAPA AUTO PARTS UNLIMITED</b>	<b>240035</b>	LAMP	01/25/2016	45.79
	241017	air filter	02/09/2016	30.38
	241321	BRAKE	02/12/2016	24.93
	241961	FILTERS	02/23/2016	14.17
	242062	drill bit	02/25/2016	8.62
	242119	TRAIL	02/26/2016	31.80
	242128	HOOD CATCH	02/26/2016	5.57
	242129	FILTERS	02/26/2016	15.22
	242138	LAMP	02/26/2016	10.58
	242249	JACFEET	02/29/2016	16.99
	242273	Hose	02/29/2016	13.40
	242378	Kit	03/01/2016	6.95
	242380	BELT	03/01/2016	68.18
	242401	HOSE CLAMP	03/02/2016	11.14
	242404	CHERRY RED	03/02/2016	5.69
	242415	DRIVEBELT	03/02/2016	98.97
	242426	FILTERS	03/02/2016	217.82
	242458	RUST SPRAY	03/02/2016	27.67
	242467	AIR FILTERS	03/02/2016	20.97
	242487	FILTERS	03/03/2016	24.64
	242489	SEAL	03/03/2016	50.28
	242490	Battery Cleaner	03/03/2016	10.37
	242533	FILTERS	03/03/2016	9.36
	242542	CONNECTOR	03/03/2016	10.49
	242546	EDGE BLADES	03/03/2016	9.99
	242596	BRAKE CLEANER	03/04/2016	6.98
	242791	FILTERS	03/07/2016	15.54
	242822	FILTERS	03/07/2016	14.70
	242856	FILTERS	03/08/2016	22.67
	242857	MIRROR	03/08/2016	19.99
	242879	TOGGLE RED	03/08/2016	3.69
	242924	Brake Pads	03/08/2016	338.84
	242937	TOOLS	03/08/2016	362.00
	242941	AIR FILTERS	03/09/2016	108.21
	242946	ADAPTER	03/09/2016	7.14
	242949	Fuse Holder	03/09/2016	11.13
	242956	AIR FILTERS	03/09/2016	55.82
	242978	air filter	03/09/2016	13.46
	243027	Brakleen	03/10/2016	28.68
	243055	Hubcap	03/10/2016	22.65
	243063	AIR FILTERS	03/10/2016	27.14
	243285	CLAMP	03/14/2016	26.52
	243409	FILTERS	03/16/2016	24.64
	243423	BEAM	03/16/2016	18.99
	243428	SOCKET 4 1/2	03/16/2016	59.97
	243496	AIR FILTERS	03/17/2016	36.17
	243497	WHEEL BOLT	03/17/2016	78.64
	243521	THRD LCK BLUE	03/17/2016	7.79
	243524	WHEEL SEAL	03/17/2016	15.85
	243578	Gas Can	03/18/2016	12.49
	243828	WIPER BLADES	03/22/2016	14.28
<b>NAPA AUTO PARTS UNLIMITED Total</b>				<b>2,143.95</b>
<b>NATIONAL COATINGS &amp; SUPPLIES</b>	<b>10988562</b>	PDM	03/09/2016	158.25
<b>NATIONAL COATINGS &amp; SUPPLIES Total</b>				<b>158.25</b>
<b>NELDON'S CUSTOM TRIM &amp; UPHOLSTERY</b>	<b>030316</b>	Fix loops in playground equipment	03/03/2016	85.00
<b>NELDON'S CUSTOM TRIM &amp; UPHOLSTERY Total</b>				<b>85.00</b>
<b>NEOPOST USA INC</b>	<b>53764574</b>	Maintenance	03/20/2016	297.00
<b>NEOPOST USA INC Total</b>				<b>297.00</b>
<b>NOTARY LAW INSTITUTE</b>	<b>031016</b>	NOTORY / CASTILLO	03/10/2016	26.00
<b>NOTARY LAW INSTITUTE Total</b>				<b>26.00</b>
<b>NUTECH SPECIALTIES INC</b>	<b>143797</b>	Hydrochloric Acid	02/26/2016	579.40
<b>NUTECH SPECIALTIES INC Total</b>				<b>579.40</b>
<b>OFFICE DEPOT INC</b>	<b>828706175001</b>	Office Supplies	03/09/2016	108.51
	828706507001	PENS	03/09/2016	25.19
	830604833001	Office Supplies	03/15/2016	32.99
	830605022001	Office Supplies	03/15/2016	17.13

<b>OFFICE DEPOT INC Total</b>				<b>183.82</b>
ONE-CALL WYOMING	40772	Tickets for February	03/11/2016	17.25
<b>ONE-CALL WYOMING Total</b>				<b>17.25</b>
O'REILLY AUTO PARTS	4981-111049	face sheild	03/02/2016	33.74
	4981-112324	Copper Plug, Carb Cleaner, Stabilizer	03/16/2016	43.21
<b>O'REILLY AUTO PARTS Total</b>				<b>76.95</b>
PETERBILT OF WYOMING	RP144168	WIPER BLADES	03/16/2016	34.46
<b>PETERBILT OF WYOMING Total</b>				<b>34.46</b>
PETTY CASH	030816	PETTY CASH	03/08/2016	515.38
<b>PETTY CASH Total</b>				<b>515.38</b>
PHILLIPS, ERIC	031616	COURT APPOINTED FEES	03/16/2016	120.00
<b>PHILLIPS, ERIC Total</b>				<b>120.00</b>
PMS SCREEN PRINTING	842	Long Sleeve Shirts	03/07/2016	255.00
<b>PMS SCREEN PRINTING Total</b>				<b>255.00</b>
PREMIER VEHICLE INSTALLATION INC	20425	UPFITTING FOR 33-82	03/15/2016	2,255.19
<b>PREMIER VEHICLE INSTALLATION INC Total</b>				<b>2,255.19</b>
PROFORCE LAW ENFORCEMENT	176736	Taser Cam Download Kit	06/12/2013	14.95
	177195	TSR CAM HD USB DOWLOAD KIT	06/18/2013	(14.95)
<b>PROFORCE LAW ENFORCEMENT Total</b>				<b>0.00</b>
QUESTAR GAS	1880030116	MONTHLY SERVICE	03/01/2016	11,813.15
<b>QUESTAR GAS Total</b>				<b>11,813.15</b>
QUILL CORPORATION	3643035	ENVELOPES	02/25/2016	64.99
<b>QUILL CORPORATION Total</b>				<b>64.99</b>
REAL KLEEN INC	44139	DY Phase, Color Indicating Bowl Cleaner	03/07/2016	70.80
	44179	PAPER TOWELS	03/14/2016	119.40
<b>REAL KLEEN INC Total</b>				<b>190.20</b>
RECREONICS INC	710857	Insulating Pool Blanket	02/12/2016	3,247.06
<b>RECREONICS INC Total</b>				<b>3,247.06</b>
RECYCLE SYSTEMS LLC	32644	Top Side Liner for Baler	03/10/2016	533.92
<b>RECYCLE SYSTEMS LLC Total</b>				<b>533.92</b>
RED HORSE OIL COMPANY INC	10291	DIESEL	01/13/2016	1,203.88
	10460	DIESEL	02/01/2016	2,202.83
	12348	FUEL	02/29/2016	1,649.84
	12453	FUEL	03/04/2016	1,073.67
	G5231	FUEL	02/22/2016	21.12
	G5238	FUEL	03/12/2016	50.02
<b>RED HORSE OIL COMPANY INC Total</b>				<b>6,201.36</b>
ROCK SPRINGS WINLECTRIC CO	018319 00	Med Socket Adapter	03/02/2016	11.00
	018657 00	Starter 600 Vac	03/15/2016	484.20
<b>ROCK SPRINGS WINLECTRIC CO Total</b>				<b>495.20</b>
ROCK SPRINGS WINNELSON COMPANY	20615500	Valve Box Risers and Lids	03/08/2016	827.65
	20615502	Valve Box Lids	03/17/2016	292.80
	206217 00	Sewer Pipe	03/08/2016	695.58
	206445 00	Repair Band	03/17/2016	278.98
	206503 00	Water Fittings	03/10/2016	830.57
<b>ROCK SPRINGS WINNELSON COMPANY Total</b>				<b>2,925.58</b>
ROCKY MOUNTAIN POWER	0012032316	Electric Service	03/23/2016	1,832.56
	0020032116	Electric Service	03/21/2016	154.51
<b>ROCKY MOUNTAIN POWER Total</b>				<b>1,987.07</b>
RON'S ACE RENTALS & EQUIPMENT	179002	VALVE	02/05/2016	568.20
	179330	FEILD SERVICE CALL	03/03/2016	125.00
<b>RON'S ACE RENTALS &amp; EQUIPMENT Total</b>				<b>693.20</b>
SCHAEFFERS MANUFACTURING COMPANY	678062-INV1	LUBRICANTS	02/22/2016	1,266.30
<b>SCHAEFFERS MANUFACTURING COMPANY Total</b>				<b>1,266.30</b>
SHADOW MOUNTAIN WATER OF WYOMING, INC	002.B157078	Distilled Water	03/14/2016	7.00
<b>SHADOW MOUNTAIN WATER OF WYOMING, INC Total</b>				<b>7.00</b>
SHEPARD CONSTRUCTION, INC.	PAY APP 3	PD SHOOTING RANGE	03/02/2016	54,675.00
<b>SHEPARD CONSTRUCTION, INC. Total</b>				<b>54,675.00</b>
SIX STATES DISTRIBUTORS INC	05 159518	CAP NUT	02/29/2016	39.80
	05 159627	JOINT KIT	03/08/2016	21.44
	05 159628	GRADE 8 BOLTS	03/08/2016	9.53
	05 159785	BRAKE	03/17/2016	46.83
<b>SIX STATES DISTRIBUTORS INC Total</b>				<b>117.60</b>
SKAGGS PUBLIC SAFETY UNIFORMS & EQUIPMENT	2629869 RI	BOOTS	02/18/2016	104.95
	2637517 RI	BOOTS	03/04/2016	103.00
<b>SKAGGS PUBLIC SAFETY UNIFORMS &amp; EQUIPMENT Total</b>				<b>207.95</b>
SOUTHWEST DOORS INC	10320	Gragae Door Service Call	03/17/2016	115.95

SOUTHWEST DOORS INC	10326	Replace 3 Button Station	03/21/2016	140.00
<b>SOUTHWEST DOORS INC Total</b>				<b>255.95</b>
SPRAGUE, CHRIS	031716	Facility Deposit or Facility Rental Refund	03/17/2016	70.00
<b>SPRAGUE, CHRIS Total</b>				<b>70.00</b>
SPRINGTIME LAUNDROMAT	6914	2 Sets Bunkers Cleaned	03/18/2016	40.00
<b>SPRINGTIME LAUNDROMAT Total</b>				<b>40.00</b>
SUNRISE ENGINEERING INC	0080664	Professional Services	02/25/2016	5,164.63
	0080745	Professional Services Through February 27, 2016	03/04/2016	2,256.00
<b>SUNRISE ENGINEERING INC Total</b>				<b>7,420.63</b>
SWARCO REFLEX INC	90032546	Glass Beads	02/16/2016	1,704.00
<b>SWARCO REFLEX INC Total</b>				<b>1,704.00</b>
SWEETWATER COUNTY CHILD DEVELOPMENT CENTER	022616	Maintenance	02/26/2016	26,173.84
<b>SWEETWATER COUNTY CHILD DEVELOPMENT CENTER Total</b>				<b>26,173.84</b>
SWEETWATER COUNTY HEALTH DEPARTMENT	EH-1650	In County Fee Water Testing	03/02/2016	240.00
<b>SWEETWATER COUNTY HEALTH DEPARTMENT Total</b>				<b>240.00</b>
SWEETWATER COUNTY SCHOOL DISTRICT #2	031016	Snacks Served for Grasp in February	03/10/2016	151.47
<b>SWEETWATER COUNTY SCHOOL DISTRICT #2 Total</b>				<b>151.47</b>
SWEETWATER TROPHIES	19882	BRASS TAG	03/01/2016	7.45
	19959	SIGN	03/16/2016	8.70
<b>SWEETWATER TROPHIES Total</b>				<b>16.15</b>
TEGELER & ASSOCIATES	63828	INSURANCE / DODGE	03/16/2016	138.00
<b>TEGELER &amp; ASSOCIATES Total</b>				<b>138.00</b>
TERMINIX OF WYOMING	10270895	Monthly Service for March	03/08/2016	42.00
<b>TERMINIX OF WYOMING Total</b>				<b>42.00</b>
THE GREEN RIVER STAR	3327	ADVERTISING / COUNCIL MINUTES	02/10/2016	1,443.75
	3338	DISPLAY AD / AGENDA	02/10/2016	99.00
	3349	DISPLAY AD / THINGS WE LOVE	02/17/2016	200.00
	3369	ADVERTISING / COUNCIL MINUTES	02/24/2016	1,356.25
	3379	DISPLAY AD / AGENDA	02/24/2016	99.00
<b>THE GREEN RIVER STAR Total</b>				<b>3,198.00</b>
THE RADIO NETWORK	16020360	ADVERTISING / COUNCIL MEETINGS	02/29/2016	50.00
	16020361	ADVERTISING / COUNCIL MEETINGS	02/29/2016	50.00
	16020362	ADVERTISING / COUNCIL MEETINGS	02/29/2016	50.00
	16020363	ADVERTISING / COUNCIL MEETINGS	02/29/2016	50.00
<b>THE RADIO NETWORK Total</b>				<b>200.00</b>
THE TIRE DEN INC	1-253676	LABOR AND PARTS	02/19/2016	392.45
	1-253976	WHEEL	02/26/2016	760.00
	1-254133	WESTLAKE ST 10	03/01/2016	176.00
	1-254753	TIRES	03/17/2016	209.90
<b>THE TIRE DEN INC Total</b>				<b>1,538.35</b>
THE UPS STORE	2991	Sample Shipping	03/09/2016	23.95
<b>THE UPS STORE Total</b>				<b>23.95</b>
TYLER TECHNOLOGIES INC	025-142413	CASH DRAWER MAINTENANCE	12/16/2015	(32.27)
<b>TYLER TECHNOLOGIES INC Total</b>				<b>(32.27)</b>
UINTA COUNTY HERALD	164367	Ad for the Crystal Classic	02/29/2016	308.40
<b>UINTA COUNTY HERALD Total</b>				<b>308.40</b>
UNIQUE TRUCK EQUIPMENT	64240A	12 VOLT	03/04/2016	109.92
<b>UNIQUE TRUCK EQUIPMENT Total</b>				<b>109.92</b>
VALLI INFORMATION SYSTEMS	34618	UTILITY BILLS	03/21/2016	2,189.03
<b>VALLI INFORMATION SYSTEMS Total</b>				<b>2,189.03</b>
VAUGHNS PLUMBING & HEATING	19332	Water Leak on Boiler System	03/14/2016	375.00
<b>VAUGHNS PLUMBING &amp; HEATING Total</b>				<b>375.00</b>
WESCO DISTRIBUTION INC	202836	Pull Box	03/15/2016	45.80
	202837	ADV MH Bal 100W M90/140	03/15/2016	82.50
<b>WESCO DISTRIBUTION INC Total</b>				<b>128.30</b>
WEST LAW OFFICE PC	31761	MARCH RETAINER	03/03/2016	6,000.00
<b>WEST LAW OFFICE PC Total</b>				<b>6,000.00</b>
WESTERN RELIEF LLC	11267	Regular Service for Thomas Moran Park	02/27/2016	212.00
	11268	Regular Service for FMC Park	02/27/2016	106.00
	11269	Regular Service for Horse Corrals	02/27/2016	106.00
	11270	Regular Service for Expedition Island	02/27/2016	106.00
	11271	Services for Crystal Classic Event	02/27/2016	180.00
<b>WESTERN RELIEF LLC Total</b>				<b>710.00</b>
WHISLER CHEVROLET COMPANY INC	118787CVW	PLUG	02/24/2016	7.11
	118799CVW	COOLER	02/25/2016	570.95
	118811CVW	PUMP KIT	02/26/2016	158.64
	118850CVW	CAP	03/01/2016	11.30
	118884CVW	Hose	03/03/2016	33.32

WHISLER CHEVROLET COMPANY INC	118939CVW	regulator	03/10/2016	116.33
	CM118811CVW	CORE RETURN	03/01/2016	(20.00)
<b>WHISLER CHEVROLET COMPANY INC Total</b>				<b>877.65</b>
WHITE MOUNTAIN LUMBER & RENTAL	2301520	BRUSH	03/03/2016	39.37
	2301623	sono tube	03/09/2016	111.66
	2301659	Chainsaw Chain	03/10/2016	18.04
	2301683	Landscape Timber Screw 50 Pk, Reinforcing Bar	03/11/2016	72.99
	2301794	REINFORCING BAR	03/17/2016	20.24
	2301808	Treated Lumber	03/18/2016	32.90
	2301880	Concrete Mix and Pallet	03/22/2016	206.98
<b>WHITE MOUNTAIN LUMBER &amp; RENTAL Total</b>				<b>502.18</b>
WYOMING DEPARTMENT OF TRANSPORTATION	0000080724	GRRV / TETON / HITCH POST	02/29/2016	249.05
<b>WYOMING DEPARTMENT OF TRANSPORTATION Total</b>				<b>249.05</b>
WYOMING MACHINERY COMPANY	PO 4506396	ELEMENTS	03/09/2016	273.52
	PO 4507732	OIL FILTER	03/10/2016	69.68
	PO 4507733	ELEMENTS	03/03/2016	63.00
	PO 4507734	FILTERS	03/10/2016	109.04
	PO 4507735	SEAL	03/10/2016	18.41
	PO 4509217	SEAL RING	03/11/2016	19.71
	PO 4509218	Spring	03/11/2016	6.21
	PO 4510653	SEAL	03/12/2016	13.29
	PO 4515028	EDGE	03/17/2016	315.32
<b>WYOMING MACHINERY COMPANY Total</b>				<b>888.18</b>
WYOMING PEACE OFFICERS ASSOCIATION	2016	MEMBERSHIP	03/22/2016	280.00
<b>WYOMING PEACE OFFICERS ASSOCIATION Total</b>				<b>280.00</b>
YAGER, KENNETH	022116A	TRAVEL / LAS VEGAS / YAGER	03/14/2016	473.36
<b>YAGER, KENNETH Total</b>				<b>473.36</b>
<b>Grand Total</b>				<b>426,297.34</b>

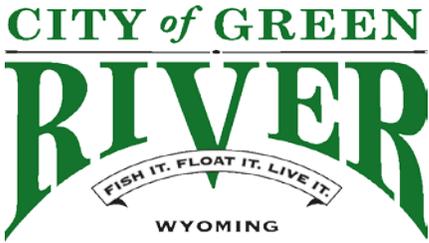


## Payroll Presented for 4-5-16 City Council

Net Payroll	462,408.08
Deductions	<u>132,915.53</u>
Total Payroll	<u>\$ 595,323.61</u>

Period 3/11/2016-3/31/2016

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



## Preauthorization List Presented for 4-5-16 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