CITY COUNCIL AGENDA

I. 7:00 PM **CALL TO ORDER: JUNE 21, 2016 COUNCIL**

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF AGENDA**

IV. **PRESENTATIONS**

A. **CITIZEN RECOGNITION - COLETON SPALDING**

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

Documents: AIRPORT PRESENTATION.PDF

C. **FLAMING GORGE DAYS COMMITTEE 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. **PUBLIC HEARING**

A. **PROPOSED BUDGET FOR FYE2017**

VII. **RESOLUTIONS**

A. **CONSIDERATION OF A RESOLUTION FOR ADOPTION OF THE BUDGET FOR FISCAL YEAR ENDING 2017**

A.i. **Wages For All Elected And Appointed Officials For The Fiscal Year Ending June 30, 2017**

Suggested Motion: I move to approve the resolution establishing wages for all Elected Officials of the City of Green River, Wyoming, for the Fiscal Year ending June 30, 2017.

Documents: RESOLUTION - WAGES.PDF

A.ii. **Schedule Of Fees**

Suggested Motion: I moved to approve the resolution adopting the Schedule of Fees charged for services products, licenses, rentals,

etc. for the City of Green River, Wyoming, for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017.

Documents: RESOLUTION - SCHEDULE OF FEES.PDF

A.iii. Budget Appropriations And Adoption Of Budget

Suggested Motion: I move to approve the resolution making appropriations and adopting the budget for the City of Green River, Wyoming for the Fiscal Year Beginning July 1, 2016 and ending June 30, 2017.

Documents: RESOLUTION - BUDGET.PDF

B. CONSIDERATION OF A COUNTYWIDE CONSENSUS BLOCK GRANT JOINT RESOLUTION #BFY15/16-10 FOR WAMSUTTER

Wamsutter is requesting approval to move $23,709.80 from its previously certified Mowing Equipment Project to its Public Works Storage Building form its appropriation of the BFY 15/16 Countywide Consensus Block Grant Funding. The bids for the Mowing Equipment came in much lower than expected whereas the bids for the building were higher. The process to move this funding requires the revised project to be certified again on a Resolution that details the changes, and a new grant application be submitted to the Office of State Lands.

Suggested Motion: I move to approve the Countywide Consensus Block Grant Joint Resolution #SWBFY15/16-10 for Wamsutter.

Documents: COUNTYWIDE CONSENSUS - AGENDA.PDF, COUNTYWIDE CONSENSUS RESOLUTION.PDF

VIII. COUNCIL ACTION ITEMS

A. CONSIDERATION OF BID AWARD FOR THE HEAVY DUTY LOW CAB-FORWARD CHASSIS

The chassis portion of the new garbage truck was advertised for Bid with three Bids received on May 24th, 2016. Three Bids were received; Peterbuilt of Wyoming from Rock Springs met Specs with the lowest price of $143,969.

Suggested Motion: I move to award the Bid for the Heavy Duty Low Cab-Forward Refuse Chassis to Peterbuilt of Wyoming, in the amount of $143,969.

Documents: AWARD BID FOR CHASSIS.PDF

B. CONSIDERATION OF A BID AWARD FOR A AUTOMATED SIDE LOADER REFUSE COMPACTOR

Six Bids were received for the side load refuse compactor with Elliot Equipment Co of Lincoln, Nebraska meeting specs with lowest price. The amount of $116,964.00 was Bid with a trade in on unit #43-42 for $17,000 bringing the total to $99,964 for the new refuse compactor which will be mounted on the new truck chassis.

Suggested Motion: I move to Award the Bid for the Automated Side Loader Refuse Compactor to Elliot Equipment Co., in the amount of $99,964.

Documents: BID AWARD FOR REFUSE COMPACTOR 2016.PDF

C. CONSIDERATION OF A BID AWARD FOR THE SALE OF PLASTICS TO ACP LLC

The City requested Bids for the purpose of selling Plastics collected through the Recycling Program. There were 3 Bids received for Plastics (#1 PETE, #2 HDPE(colors), #2 HDPE(natural), #4 LDPE, #2 HDPE (colors-garbage containers) .

Suggested Motion: I move to Award the Bid for the Sale of Plastics to ACP, LLC of Logan, Utah based on current market price.

Documents: AWARD PLASTICS 2016.PDF

D. CONSIDERATION OF APPROVAL OF CHANGE ORDER #1 FOR 2016 CAPITAL IMPROVEMENT PROJECT - 2ND SOUTH STREET RECONSTRUCTION

DeBernardi Construction Company Inc. was awarded a $2,908,089 contract on March 1, 2016 for street reconstruction with basic enhancements. Enhancement Bid Alternate 3B was included in the original Project Manual but was not awarded with the original contract. This work is desired by the City to provide the beautification elements originally envisioned for the corridor.

Suggested Motion: I move to approve Change Order #1 for the 2016 CIP - 2nd South Street Reconstruction Project, in the amount of $744,675 and authorize the Mayor to sign the Change Order.

Documents: 2016 CIP CO 1.PDF

E. CONSIDERATION TO AUTHORIZE THE SUBMISSION OF A GRANT APPLICATION TO WYOMING DEPARTMENT OF TRANSPORTATION AERONAUTICS DIVISION

Staff request authorization to submit a $3,500 grant request to the Wyoming Department of Transportation Aeronautics Division. Grants for public events which promote aviation and airports are available through the Wyoming Department of Transportation (WYDOT) Aeronautics Division. The former members of the Green River Airport Task Force are planning this year's community Spaceport Day event to be held August 27, 2016.

Suggested Motion: I move to authorize the submission of the grant application to the Wyoming Department of Transportation Aeronautics Division, in the amount of $3,500 for the Spaceport Day event to be held August 27, 2016; and to authorize the Mayor to sign and accept the grant award if the application is successful.

Documents: WYDOT GRANT.PDF

F. CONSIDERATION TO APPLY FOR A GRANT THROUGH AMERICORPS TO PROVIDE THREE (3) FULL-TIME VISTA MEMBERS

Grant funding is available to utilize VISTA members to serve with the City and assist with several community-based projects. At this time, we would like to apply for a grant to utilize VISTA members in the following areas: Grants/Social Media Outreach, Public Works Recycling/Education and Community Development/URA/Main Street Building Inventory Development.

Suggested Motion: I move to approve and authorize the Director of Human Resources to apply for a grant through AmeriCorps to fund three (3) full-time VISTA members to serve with the City of Green River.

Documents: AGENDA DOCUMENT VISTA.PDF

IX. CONSENT AGENDA

A. AUTHORIZATION FOR THE SALE OF SURPLUS ITEMS TO HIGHEST BIDDERS

Items declared as surplus throughout the year are sold in a surplus property sale. The Finance Department prepares and oversees the bidding process through a sealed bid process. As required, the surplus auction items were advertised for three consecutive weeks in the local newspaper. The sealed bid process closed on June 3, 2016, and bids were opened on June 6, 2016. Staff would like council to authorize the sale of the surplus items to the highest bidders as shown on the attached documentation.

Documents: SALE OF SURPLUS ITEMS.PDF

B. APPROVAL OF MAINTENANCE AGREEMENTS WITH LONG MECHANICAL SOLUTIONS FOR HVAC SERVICES AT CITY FACILITIES

The City sought proposals to provide HVAC maintenance services to city facilities to include; the Recreation Center, City Hall, Expedition Island Pavilion, Animal Control and the Police Department. Long Mechanical Solutions provided a proposal of $21,468.00 which reflects a $4,500.00 savings over last year's agreement.

In an effort to allow for fiscal responsibility the agreements are for 3 years to be reviewed annually, with the option of extending the agreements for two additional one year periods, under the same terms and conditions of the original agreements dated June 22, 2016.

Suggested Motion: I move to approve and authorize the Mayor to sign the agreements with Long Mechanical Solutions to provide HVAC maintenance service to City owned facilities, for the amount of $21,468.

Documents: COUNCIL.0621.16.PDF

C. ISSUANCE OF A OPEN CONTAINER PERMIT TO THE HITCHING

POST RESTAURANT & SALOON FOR FLAMING GORGE DAYS

The Hitching Post Restaurant & Saloon has requested an open container permit for Flaming Gorge Days, from 9 pm on June 24, 2016 to 6 am on June 25, 2016, within the barricaded area.

Documents: OPEN CONTAINER PERMIT - HITCHING POST.PDF

D. ISSUANCE OF A CATERING PERMIT TO LEW'S INC. DBA; SANDS BUDDHA BOBS LIQUOR CATERING

Lew's Inc. dba; Sands Buddha Bobs Liquor Catering has requested a Catering Permit for the Painting with a Twist event on July 7, 2016, from 5 pm to 11 pm, at the Island Pavilion.

Documents: CATERING PERMIT - LEWS INC.PDF

E. APPROVAL OF MINUTES FOR:

E.i. May 26, 2016 Budget Workshop

Documents: MAY 26, 2016 BUDGET WORKSHOP MINUTES SIGNATURES.PDF

E.ii. June 2, 2016 Budget Workshop

Documents: JUNE 2, 2016 BUDGET WORKSHOP SIGNATURES.PDF

E.iii. June 7, 2016 Council

Documents: JUNE 7, 2016 COUNCIL MINUTES SIGNATURES.PDF

F. APPROVAL OF PAYMENT OF BILLS:

F.i. Prepaid - $222,195.67

Documents: 6-21-16 PREPAID INVOICES.PDF

F.ii. Outstanding Invoices - $522,569.13

Documents: 6-21-16 OUTSTANDING INVOICES.PDF

F.iii. Payroll Expenditures - $407,203.71

Documents: 6-21-16 PAYROLL.PDF

F.iv. Preauthorization Payments - $1,624,742.43

Documents: 6-21-16 PREAUTHORIZATION.PDF

X. CITY ADMINISTRATOR'S REPORT

XI. CITY ATTORNEY'S REPORT

XII. MAYOR AND COUNCIL REPORTS

XIII. ADJOURNMENT

Rock Springs-Sweetwater County
AIRPORT

FY17 SkyWest Airlines Minimum Revenue Guarantee

FY17 SkyWest MRG Timeline

On May 24th, SkyWest Airlines notified the Airport that the MRG for FY17 would remain unchanged from FY16 at $1,916,735.

On June 2nd, the Airport travelled to St. George, UT to visit with SkyWest and attempt to negotiate better schedules, airfares, and a lower MRG.

On June 8th, the Airport received a revised MRG Agreement that dropped the initial proposed amount by $303,394 to $1,613,341.

FY17 Funding Changes

In March 2016, the Wyoming Department of Aeronautics changed their funding methodology for the Air Service Enhancement Program. The new rules state that WYDOT will pay no more than 60% of a MRG. In comparison, WYDOT is currently funding 69% of our MRG.

With this change in funding philosophy, our efforts to reduce the MRG will still result in the local communities having a larger responsibility as seen in the following chart.

	2014 – 2015	2015 - 2016	2016 - 2017	Difference
Total Contract	$2,042,059.00	$1,916,735.00	$1,613,341	($303,394)
State	$1,323,792.00	$1,323,792.00	$968,004.60	($355,787.40)
City/County	$718,267.00	$592,943.00	$645,336.40	$52,393.40
Rock Springs – 33%	$237,028.11	$195,671.19	$212,961.01	$17,289.82
Green River – 22%	$158,018.74	$130,447.46	$141,974.01	$11,526.55
Sweetwater County – 45%	$323,220.15	$266,824.35	$290,401.38	$23,577.03

The Airport has requested a waiver to this 60/40 split so that the local communities are not saddled with any additional expense compared to FY16.

The Aeronautics Commission will review this request at their June 21st Meeting that will be held after the County Commission Meeting, but before the City Council Meetings for Rock Springs and Green River.

The amounts above represent the worst case scenario in terms of our local financial obligation.

Resolution R16-22

A Resolution establishing wages for all Elected and Appointed Officials of the City of Green River, Wyoming, for the Fiscal Year ending June 30, 2017

Section I. Appointed and Elected Officials

	FYE 2015 Salary	FYE 2016 Salary	FYE 2017 Salary
Mayor	$1,500/mo.	$1,500/mo.	$1,500/mo.
Council Members	$1,000/mo.	$1,000/mo.	$1,000/mo.
City Administrator	$135,000/year	$125,000/year	$132,613/year
Municipal Judge	$75,000/year	$75,000/year	$75,000/year
City Attorney	$72,000/year	$72,000/year	$72,000/year
City Prosecutor	$91,000/year	$65,000/year	$65,000/year

Section II. Classified Full Time and Part Time City Positions

The list of full time and part time positions and grade designations is provided in Attachment A.

Section III. Range Placement Table

The ranges assigned to full time and part time classifications are provided in the Grade Placement Table which is Attachment B.

Section IV. Fire Department Wage Rates

Captains'	$39.64/call + $150/mo.		
Lieutenant	$39.64/call		
Firefighter's	$25.51/call (Firefighter I)	$32.58/call (Firefighter II)	$36.12/call (Fire Apparatus Off.)

Passed, Adopted, and Approved this 21st day of June, 2016.

Approved: _____
Pete Rust, Mayor

Attest: _____
Chris Meats, City Clerk

City of Green River Positions

Position	Grade
Director of Community Development	25
Director of Finance/City Clerk	25
Director of Human Resources	25
Director of Parks and Recreation	25
Director of Public Works	25
Fire Chief	25
Police Chief	25
Assistant Fire Chief	22
Police Lieutenant	22
Accounting Supervisor	21
Battalion Chief	21
Engineer	21[1]
Utility Superintendent	21[2]
Parks, Facilities, and Project Manager	21
Fleet Maintenance Supervisor	19
IT Specialist II	19
Police Sergeant	19
Public Works Projects Specialist	19
Purchasing/Payroll Supervisor	19
Recreation Supervisor	19
Sanitation Supervisor	19
Senior Building Inspector	19
Streets Supervisor	19
GIS Specialist	17
IT Specialist I	17
Public Affairs & Grants Administrator	17
Police Officer III	17
Urban Renewal/Main Street Administrator	17
Animal Control Supervisor	16
Engineering Technician	16
Lead Fleet Technician	16
Police Officer II	16
Clerk of Court	14
Deputy City Clerk	14
Fleet Technician III	14
Police Officer I	14
Senior Administrative Assistant	14

Streets Maintenance Crew Leader	14
Utility Technician III	14[2]
Accounting Technician III	13
Animal Control Officer III	13
Administrative Assistant III	12
Fleet Technician II	12
Nuisance Enforcement/Work Restitution Officer	12
Parks Maintenance Operator III	12
Recreation Facility Coordinator	12
Sanitation Operator III	12
Streets Maintenance Operator III	12
Utility Technician II	12
Accounting Technician II	11
Animal Control Officer II	11
Administrative Assistant II	10
Animal Control Officer I	10
Fleet Technician I	10
Head Lifeguard	10
Parks Maintenance Operator II	10
Sanitation Operator II	10
Streets Maintenance Operator II	10
Utility Technician I	10
Accounting Technician I	9
Administrative Assistant I	9
Parks Maintenance Operator I	9
Sanitation Operator I	9
Scalehouse Operator	9
Streets Maintenance Operator I	9
Meter Reader	9
Laborer	7
Recreation Assistant	5
Instructor	4
Shift Supervisor	4
Building Custodian	3
Lifeguard	3

Animal Shelter Attendant	1
Crossing Guard	1
Operations Assistant	1
Seasonal Worker	S

[1] Place at grade 22 if Professional Engineer in the State of Wyoming.
[2] If in possession of multiple certifications, an incumbent in this position may exceed the maximum of the pay range by 10%.

Grade Placement Table -- FYE 2017

GRADE	MINIMUM		MAXIMUM		GRADE
	Annual Salary	Hourly Rate	Annual Salary	Hourly Rate	
S	20,800.00	10.00	20,800.00	12.00	S
1	23,566.40	11.33	38,230.40	18.38	1
2	24,772.80	11.91	40,185.60	19.32	2
3	26,020.80	12.51	42,203.20	20.29	3
4	27,331.20	13.14	44,345.60	21.32	4
5	28,724.80	13.81	46,592.00	22.40	5
6	30,180.80	14.51	48,963.20	23.54	6
7	31,699.20	15.24	51,417.60	24.72	7
8	33,300.80	16.01	54,017.60	25.97	8
9	34,985.60	16.82	56,763.20	27.29	9
10	36,753.60	17.67	59,633.60	28.67	10
11	38,625.60	18.57	62,670.40	30.13	11
12	40,580.80	19.51	65,832.00	31.65	12
13	42,640.00	20.50	69,180.80	33.26	13
14	44,803.20	21.54	72,675.20	34.94	14
15	47,070.40	22.63	76,356.80	36.71	15
16	49,441.60	23.77	80,204.80	38.56	16
17	51,937.60	24.97	84,260.80	40.51	17
18	54,579.20	26.24	88,545.60	42.57	18
19	57,345.60	27.57	93,038.40	44.73	19
20	60,236.80	28.96	97,718.40	46.98	20
21	63,294.40	30.43	102,689.60	49.37	21
22	66,497.60	31.97	107,868.80	51.86	22
23	69,867.20	33.59	113,339.20	54.49	23
24	73,403.20	35.29	119,080.00	57.25	24
25	77,105.60	37.07	125,091.20	60.14	25

Resolution No. R16-23

A RESOLUTION ADOPTING THE SCHEDULE OF FEES CHARGED FOR SERVICES, PRODUCTS, LICENSES, RENTALS, ETC. FOR THE CITY OF GREEN RIVER, WYOMING, FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.

Whereas, modifications have been made to the Schedule of Fees, which is included as part of the Annual Budget Book, **and**

Whereas, a copy of the recommended Schedule of Fees is attached as a part of this resolution

NOW THEREFORE, be it resolved by the Governing Body of the City of Green River, State of Wyoming, that the rates, fees, and charges in the attached Schedule of Fees are hereby adopted for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

PASSED, APPROVED AND ADOPTED THIS 21st DAY OF JUNE, 2016.

Signed:

_____

Pete Rust, Mayor

Attest:

_____

Chris Meats, City Clerk

CITY OF GREEN RIVER
Draft SCHEDULE OF FEES
July 01, 2016

	Current Charges	Proposed Changes
Fees that are subject to sales tax do not have tax included in the fee listed below		
Animal Control Fees		
Adoption fee		
Dogs	$ 30.00	
Puppies (under 12 months)	$ 40.00	
Cats		
Adult	$ 10.00	
Kitten	$ 20.00	
Animal Impoundment & Disposal Fees:		
Pickup of Surrendered Animal or Removal of dead animal weighing less than 25 pounds	$ 25.00	
Pickup of Surrendered Animal or Removal of deal animal weighing 25 pounds to 200 pounds	$ 30.00	
Pickup of Surrendered Animal or Removal of deal animal weighing more than 200 pounds	$ 200.00	
After business hours, weekend and City holidays (in addition to normal Fees)	$ 50.00	
Disposal of impounded or surrendered animals brought in by owner:		
Pups and/or litter	$ 10.00	
Kittens and/or litter	$ 10.00	
All other small animals	$ 10.00	
All other large animals	$ 20.00	
Animals surrendered from out of the City limits (additional charge)	$ 25.00	
Impoundment Fee	$ 20.00	
Impoundment boarding fee (per day)	$ 5.00	
Animal Licenses (Code of Ordinances-Chapter 6):		
Non-spayed or un-neutered Dog or Cat (requires rabies immunization)	$ 24.00	
Spayed or Neutered Dog or Cat (requires rabies immunization)	$ 4.00	
Exotic Animal permit	$ 50.00	
All other animals	$ 5.00	
Replacement fee	no charge	
Animal Traps		
Delivery or recovery charge	$ 50.00	
Euthanasia Fee	$ 25.00	
Audit Reports (Available on website free)	$ 5.00	
Budget (Current Year- Available on website free)	$ 12.00	
Chair Back Covers (per cover per day)	$ 0.50	
Deposit (in addition to facility deposit)	$ 100.00	
Channel 13 (Government/ non-profit advertising) per item per week	$ 10.00	
City ID Cards	$ 10.00	
City Merchandise		
Bronze coin	$ 10.00	
Silver Coin	$ 25.00	
Ornaments	$ 2.50	
Pins	$ 3.00	
T-Shirts	$ 12.00	
Additional items for City merchandise may be sold at the discretion of the applicable department as long as the selling price is equal to or greater than the City's cost.		
Code Books (Municipal)	$ 150.00	

	Current Charges	Proposed Changes
Community Development Fees		
Annexation	$ 100.00	
Building, Plumbing, Electrical and Mechanical Permits		
Alterations & Repairs for Existing Structures:		
AC Replacement	$ 25.00	
Decks & Porches	$ 25.00	
Electrical Permits:		
Service Upgrade through 200 amp	$ 50.00	
Service Upgrade over 200 amp	$ 100.00	
Sub-panel & interior electrical work	$ 50.00	
Footing	$ 25.00	
Foundation	$ 25.00	
Framing	$ 25.00	
Furnace Replacement	$ 25.00	
Gas Piping	$ 25.00	
HVAC	$ 25.00	
Insulation	$ 25.00	
Plumbing	$ 25.00	
Roofing	$ 50.00	
Sheetrock	$ 25.00	
Siding and Stucco	$ 50.00	
Signs (non-electric)	$ 25.00	
Signs (electric)	$ 50.00	
Water/Sewer service replacement	$ 25.00	
Water Heater Replacement	$ 25.00	
Windows	$ 25.00	
Grading, Fill and Demolition Permits:		
Demolition	$ 25.00	
Fill Permit	$ 25.00	
Grading Permit	$ 25.00	
Manufactured Home Set-Up Fee:		
Within a rental community	$ 100.00	
Installed on real property - See Single Family Residential Permit Fees		

New Construction Permits (including building additions, garage additions, and new accessory structures):

Commercial and Multi-Family Residential New Construction Valuation	
$0 up to $25,000	3.0% of the new construction valuation
$25,001 up to $100,000	2.0% of the new construction valuation
$100,001 up to $500,000	1.0% of the new construction valuation
$500,001 up to $1,000,000	0.8% of the new construction valuation
$1,000,001 and up	0.7% of the new construction valuation

65% of the Permit Fee is due at application submittal for plan review. All other fees will be due prior to issuance of the Building Permit.

	Current Charges	Proposed Changes

Building Permit Fees for new commercial construction will be based on the sq ft construction costs as set by the International Code Council (ICC)

Single Family Residential	
Total Construction Square Footage	
Up to 1,500 square feet	$ 1,000.00
1,501 sq. ft. up to 2,500 sq. ft.	$ 1,750.00
2,500 sq. ft and up	$ 2,500.00

An application fee of $50.00 is due at the time of permit submittal. All other fees will be calculated and due prior to issuance of the Building Permit.

"Single Family building additions, garage additions and structures accessory to single family dwellings shall follow the Construction Valuation Permit Fee Schedule listed above."

Building ,Plumbing, Electrical and Mechanical Permit Refund Policy: Prior to plan review and permit issuance, eighty percent [80%] of any fees paid shall be refunded if the application is withdrawn prior to commencement of the project. Plan review fees are not refundable after the plan review has been performed; however, eighty percent [80%] of any permit fees paid shall be refunded if the application is withdrawn prior to commencement of the project. No refunds shall be made after commencement of any work on the project.

Development Review Fees (, Code of Ord. - Appendix C, Section 6)		
Address Change Request		$ 25.00
Record of Survey		no charge
Sketch Subdivision Plat		no charge
Minor Subdivision Plat		$ 60.00
Preliminary Subdivision Plat		$ 100.00
Final Subdivision Plan	$100.00 + $10.00 for each lot in excess of 10 lots (maximum $1,000.00)	
Subdivision Variance		$ 25.00
Park Dedication Requirement	10% of gross land area or fees in lieu of in the amount of no less than 15% of the appraised value of the subdivision based on the total acreage of the undeveloped land	
Subdivision Recording Fees		Determined by County Clerk
PUD Master Plan Reviews and revision		$ 500.00
Special Use permits		$ 100.00
Conditional Use permits		$ 100.00
Temporary Use permits		$ 50.00
Vacation Requests		$ 200.00
Zoning Code Variances		$ 200.00
Board of Appeals Requests		$ 200.00
Zoning Code Amendments:		
Language Amendment		$ 200.00
Map Amendment		$ 200.00
Door-to-Door Commercial Solicitation Permits		
1-10 employees		$ 30.00
11-20 Employees		$ 60.00
Over 20 Employees	(Cost for each employee over 20)	$ 5.00
Excavation Fees		
Permit		$60.00
Utility Franchise Annual Bond		$3,000.00
All other bonds		$1,000.00

OR permittee may opt to submit deposit with city for each permit issued lieu of annual bond. The amount of deposit shall be assessed at $15.00* per sq.foot of surface repair. *Minimum amount. See Ord. 95-2, Sect. 22-33 for addition charges.

	Current Charges	Proposed Changes
Other Inspections and Fees:		
Inspections outside normal business hours *(Before 8:00 A.M. and after 5:00 P.M.)*	*Labor & Equip*	
Reinspection fees *(When the inspector must return for inspection of repeated violations of the same code after notification of a code violation on present projects):*	*Labor & Equip*	
Additional plan review required by changes, additions or revisions to plans	*Labor & Equip*	
For use of outside consultants for plan checking and inspections, or both:	*Labor & Equip*	
Investigation fees: Work without a permit	*Fee equal to the amount of, in addition to, the required permit fee.*	
Standard Published Maps		
A-size (8 ½" x 11")	$ 3.00	
B-size (11" x 17")	$ 5.00	
C-size (17" x 22")	$ 10.00	
D-size (22" x 34", 24"x 36")	$ 15.00	
E-size (34" x 44", 36"x 48")	$ 20.00	
Larger (48" x 60" and up)	$ 30.00	
Non-Standard Custom Map Production will be billed at time and materials		
Subdivision Ordinance Copy Fees: (Available online at no cost)	$ 15.00	
Comprehensive Master Plan (Available online at no cost)	$ 50.00	
Zoning Ordinance Copy Fees (Available online at no cost)	$ 35.00	
Digital copies of GIS Data Files (per CD or Zip file)	$ 25.00	
Copies:		
8 1/2 x 11	$ 0.10	
8 1/2 x 14	$ 0.15	
11 x 17	$ 0.20	
Oversize - larger than 11 x 17 (per page)		$ 3.00
Cutting Weeds on Private Property	*Labor & Equip*	
FAX (per page)	$ 0.10	
Industrial User Fee (per month)	$ 300.00	
Insufficient Funds/Returned Items	$ 25.00	
Liquor Licenses		
Liquor Licenses Advertising Fee	$ 140.00	
License or Permit Transfer Fee	$ 100.00	
Retail	$ 1,200.00	
Restaurant	$ 750.00	
Limited Retail	$ 200.00	
Malt Beverage (24 hours)	$ 50.00	
Catering Permit	$ 25.00	

	Current Charges	Proposed Changes
Parks & Recreation Fees		
Cemetery Charges		
Adult Burial Space	$ 375.00	
Infant Burial Space	$ 125.00	
Open/close adult space	$ 300.00	
Open/close infant space	$ 100.00	
Open/close cremated space	$ 100.00	
Additional charge for holidays and weekend	$ 500.00	
Perpetual care fee (one time fee per plot)	$ 150.00	
Ground Heater (Dec, Jan & Feb Only)	$ 150.00	
Disinterment (2 hour minimum charge, labor rates will vary)	*Labor & Equip*	
Columbarium		
Niche - Double Space	$ 400.00	
Each Additioanl cremain	$ 100.00	
Niche - Single Space	$ 300.00	
Perpetual Care	$ 25.00	
Facility Rental Policy		
For-profit entities (per day)		
Council Chamber	$ 50.00	
Multi-purpose room	$ 30.00	
Administrative Conference Room	$ 30.00	
~~Police Briefing Room~~	~~$ 30.00~~	
Key Deposits for all facilities where non-city employees are issued a key (unless specifically addressed in another section)	$ 200.00	
Park Fees		
Organization		
Babe Ruth (per person)	$ 15.00	
American Legion (per person)	$ 15.00	
Girls Softball (per person)	$ 12.00	
Little League (per person)	$ 12.00	
Spurs Soccer (per person)	$ 10.00	
Youth Football (per person)	$ 10.00	
Light Fee (per hour/practices only)		Discuss
Parks Shelter (picnic area) Rental Public	$ 30.00	
Parks Shelter (picnic area) Rental Non-Profit		$ 15.00
Reservations can be made from Memorial Day to Labor Day		
Reservations are from 6:00 AM to midnight on the day of the rental		
Sand Volleyball courts (setup and take down)	$ 50.00	
(See GRRC Facility Rental Guidelines & Expedition Island Pavilion Rental Policy)		
Program Fees		
After School Program (per child per day) **	$ 6.00	
Art on the Green	$ -	
Gymnastics		
Beginners**	$ 35.00	
Summer Camp	$ 50.00	
Gymnastics Birthday Parties	$ 80.00	
Nerf War Birthday Parties		$ 95.00
Advanced and Internediate**	$ 45.00	
Summer Camp - Half day	$ 60.00	
Summer Camp - Full day	$ 100.00	
Parent and Child	$ 30.00	
Kids in Motion **	$ 3.00	
10 Punch Card	$ 21.00	
20 Punch Card	$ 42.00	
~~Overland Stage Stampede~~		
~~Adult~~	~~$ 10.00~~	
~~Senior and Child~~	~~$ 5.00~~	
~~Vendor~~	~~$ 250.00~~	
~~Plato's Loft Adventure Camp **~~		
~~Half Day~~	~~$ 25.00~~	
~~Full Day~~	~~$ 50.00~~	

	Current Charges	Proposed Changes
~~Plato's Loft After School Program (per year) (per day)~~	~~$ 20.00~~	
~~Santa's Calling~~	~~$ -~~	
Summer Day Camp **	~~$ 130.00~~	
Entire Summer	$ 650.00	$ 700.00
Weekly	$ 70.00	$ 80.00
Daily	$ 15.00	$ 20.00
~~Early Drop-off/Late Pickup~~	~~$ 25.00~~	
~~Entire Summer~~	~~$ 120.00~~	
~~Weekly~~	~~$ 12.00~~	
~~Daily~~	~~$ 3.00~~	
Fitness Classes, WT/Sr. Strength (Included in Rec Center Pass)		
Single Class	$ 3.00	
20 Punch Card	$ 30.00	
Class Sampler Week: With paid admission may bring 1 friend free to a Fitness Class Sept. 10-17	-	
~~Movie in the Park~~	~~$ -~~	
Group Swimming Lessons	$ 28.00	
Private Swimming Lessons-		
1 Child 30 minutes	$ 20.00	
2 Children 30 minutes	$ 35.00	
Water Safety Instructor Course	$ 130.00	
Lifeguarding Course	$ 130.00	
~~Middle School New Years Eve Party~~	~~$ 25.00~~	
Co-ed Volleyball & Wallyball (per team)	~~$ 75.00~~	$ 80.00
CPR/AED & First Aid	$ 55.00	
Personal Fitness Trainer	~~$ 35.00~~	
Initial Consultation & 1st hour training		$ 90.00
Additional training (per hour)		$ 35.00
~~Chalk it up~~	~~$ 5.00~~	
~~School District #2 Wellness Fair~~	~~$ -~~	
Educational Water Safety Day	$ -	
~~McGruff Visit~~	~~$ -~~	
Youth Outdoor Soccer	$ 28.00	
Youth Indoor Soccer	$ 28.00	
Jr. Jazz Basketball	$ 28.00	
K-3 Flag Football	$ 28.00	
~~Soccer Tech Camp~~	~~$ -~~	
Flag Foot Ball Program Co-ed	$ 30.00	$ 28.00
~~Pee Wee Basket Ball~~	~~$ 15.00~~	
~~Adult Indoor Soccer (per team)~~	~~$ 275.00~~	
~~Hershey Track and Field~~	~~$ -~~	
~~Summer Fun Run Series~~		
~~NFL Punt, Pass & Kick~~	~~$ -~~	
~~Skyhawks Basketball/ Mini-Hawks Sports~~	~~$ -~~	
~~Jr. Wolves Football Camp~~	~~$ -~~	
~~Keith Young Memorial~~	~~$ -~~	
Tough Turkey Volleyball Team Fee	$ 250.00	
Tough Turkey - Early Registration		$ 200.00

Individuals that qualify for food stamps, title XIX through the State of Wyoming Department of Family Services; or
** This program gives a 50% discount ~~each additonal child registered after the firstchild~~ each qualified child

Recreation Center:

Admission Fee		
7 years & under	Free with adult admission	
Youth		
Daily (8-18) admission:	$ 3.00	
Employee Fitness Program Fee - Daily	$ 2.00	
1 Year Coupons (20 admissions)	$ 50.00	
One month pass	$ 25.00	
Annual pass	$ 200.00	
Summer Pass (May 25-August 23)		$ 55.00
Adult		
Daily (ages 19-59) admission	$ 5.00	
Employee Fitness Program Fee - Daily	$ 3.00	
1 year coupons (20 admissions)	$ 80.00	
One month pass	$ 40.00	
Annual pass	$ 350.00	
Active Military Personnel & Veterans		
Daily	$ 3.00	
Monthly	$ 25.00	
Annual	$ 200.00	

	Current Charges	Proposed Changes
Family		
Daily	$ 15.00	
Monthly	$ 80.00	
Annual	$ 800.00	$ 700.00
Senior Citizen (over 80 Free)		
Daily	$ 2.00	$ 3.00
Monthly	$ 10.00	$ 15.00
Annual	$ 100.00	$ 150.00
Annual Pass Promotion: 1 week of the year all annual passes 10% off		
Rec. Center Open House: Rec. Center Open to Public Sat., Sept. 10		
Fitness Single Class Fee	$ 3.00	
20 Class Punch Card	$ 30.00	
Racquetball/Wallyball court fees	$ 5.00	
~~20 Court coupon book~~	~~$ 80.00~~	
Skate Rental Fee	$ 2.00	
Skate Ticket	$ 4.00	
Meeting Room Rental (per hour)	$ 40.00	
Batting Cage Fees:		
25 balls	$ 2.00	
50 balls	$ 4.00	
100 balls	$ 7.00	
30-minute team reservation	$ 20.00	
1 hour team reservation	$ 35.00	
Birthday Party Package for 8 Children		
Basic- room and admission	$ 60.00	
Sports-room: admission, piñata. And gym activities	$ 75.00	
Roller Skate-room: admission and skate tickets	$ 70.00	
Nursery fees:		
Per hour, per child	$ 3.00	
Locker rentals:		
Lockers (per day)	$ 1.00	
Long term locker rentals (three mo	$ 40.00	
Key/Lock Replacement	$ 50.00	

Individuals that qualify for food stamps, title XIX through the State of Wyoming Department of Family Services; or through SW Wrap receive free admission (must requalify every six months)

Police Fees		
Finger Printing	$ 5.00	
Color Photos (per photo)		$ 1.00
Contact/Records Checks		$ 5.00
Police Report	~~$ 2.84~~	
State Accident Reports		$ 3.00
Incident Reports		$ 5.00
Large Report Surcharge - for reports over 10 pages (per page)		$ 0.50
~~Polygraph Testing~~	~~$ 200.00~~	
Photo CD's		$ 5.00
Video Recordings	$ 25.00	

Print fees:		
24 x 36	$ 2.50	
Mylar's per sq. ft.	$ 1.00	

Research Fees-actual cost calculates as follows:

Employee's wage, plus overhead, multiplied by the time involved to the nearest quarter hour. Minimum charge of $2.00

Utility Rates, Fees and Charges

Billing Rates, Fees and Charges

Delinquent notice fee *(per delinquent notice issued)*	$	10.00
Delinquent service order fee *(per delinquent service order issued, fee is assessed regardless of services actually being disconnected)*	$	25.00
Utility connect/disconnect fee *(fee to physically connect or disconnect services)*	$	25.00

After hour requests for this service, except for emergency situation which include but are not limited to flooding and medical emergencies, shall be charged an additional $50. After hour requests are those that are after the normal hours or with in 15 minutes of closing of the applicable utility division.

	Current Charges	Proposed Changes
Deposit requirements and interest rate		
Utility account deposit	$ 150.00	
Commercial Landfill and/or Sewer use only accounts	$ 500.00	
Fire hydrant meter deposit	$ 1,700.00	
Annual interest rate accumulated on deposits	2%	
Low income Discount (Individuals qualifying for low income assistance may receive a 20% on their monthly water, garbage and		

Mixed-use Utility Rates

Customers who qualify for the following mixed-use definition will be billed as a commercial customer. Mixed-use is defined as any parcel where the primary use of the location is a mix between residential and commercial/business use and where the physical separation of each individual utility service is either impossible or impracticable. Home businesses do not qualify under the mixed-use definition.

Sewer Rates, Fees and Charges		
Sewer System Access Fee *(based on water line connection size)*:		
3/4 inch	$ 960.69	$ 1,066.36
1 inch	$ 1,449.06	$ 1,608.46
1 1/2 inch	$ 2,327.28	$ 2,583.28
2 inch	$ 3,732.44	$ 4,143.00
3 inch	$ 5,961.19	$ 6,616.92
4 inch	$ 9,539.40	$ 10,588.73
6 inch	$ 17,179.91	$ 19,069.70
8 inch	$ 30,990.46	$ 34,399.41
For multiple dwelling structures (including duplexes, apartments and motels), and for mobile home		
First unit in complex	$ 960.69	$ 1,066.36
Each additional unit.	$ 642.60	$ 713.29

All connection fees for service outside the corporate limits of the City shall be two hundred percent

Sewer Fees for Septage, Portable Toilets and Vaults		
Gray Water per 1,000 gallons	$ 15.86	$ 17.61
Septic Tank Units per 1,000 gallons	$ 76.18	$ 84.56
Portable Toilets per 1,000 gallons	$ 126.97	$ 140.94
Sewer User Fees:		
Monthly residential	$ 16.94	$ 18.80
Commercial (base rate + actual water consumption)		
Base rate	$ 3.97	$ 4.41
Water Consumption rate (per cubic foot)	$ 0.0303	$ 0.0336
Solid Waste and Garbage Rates, Fees and Charges		
Monthly Residential Service and Commercial/Business 90 Gallon Container:	$ 24.99	$ 25.50
Monthly Commercial Service		
Pick up for each container (each calendar month minimum of one per month)	$ 17.34	$ 17.69
Dumpsters for Demolition, Construction or Remodeling (roll off dumpsters 2yd through 24yd)		
Delivery Charge (*includes pick-up after use*)	$ 50.00	
Cost Per Yard (based on the size of dumpster)	$ 8.67	$ 8.84
Recyclable Materials from Commercial Accounts (per pickup)	$ 8.67	$ 8.84
Electronic Waste (per pound)	$ 0.42	$ 0.50
Garbage Can Replacements Due to Negligence or Abuse:		
90-95 Gallon Container	Cost	
300 Gallon Container	Cost	
Oil Disposal Fee per gallon *(oil must be taken and disposed of at the landfill scale house)*	$ 0.25	
Anti-freeze Disposal Fee per gallon *(must be taken and disposed of at the landfill scale house)*	$ 0.25	
Tire disposal (residents are allowed up 4 free tires per year per residence)		
Car	$ 2.00	
Pickup up to 16.5 inches	$ 2.00	
Truck 17 inches to 24.5 inches	$ 7.00	
Tractor or grader over 24.5 inches	$ 25.00	
Flatbed service:		
Residential/Non-profit Organizations *(per truck load)*	$ 50.00	$ 51.00
Commercial/Business (*excluding non-profit organizations*) and Non-Residents (per truck load)	*Labor & Equip*	

	Current Charges	Proposed Changes
Grease Disposal Fees:		
Drying Bed Setup Fee (per disposal)	$ 111.87	$ 114.11
First 1000 Gallons* (per disposal)	$ 111.87	$ 114.11
For Each 500 Gallons thereafter* (per disposal)	$ 55.93	$ 57.05
*conversion factor for grease is 8.34 gallons per pound of grease		
Landfill Usage:		
Commercial/business and non-residents operating privately owned cars (per ton)	$ 48.16	$ 49.12
Commercial/business and non-residents operating pick-up trucks or trailers (per ton)	$ 48.16	$ 49.12
Resident Customers operating oversized vehicles (large than 6 X 8) *(per ton)*	$ 48.16	$ 49.12
Commercial/Business and non-resident operating oversized vehicles (larger than 6 X 8) (per ton)	$ 48.16	$ 49.12
Private contractors collecting refuse *(per ton)*	$ 79.56	$ 81.15
Private contractors hauling only concrete originating from with in City limits (per ton)	$ 6.12	$ 6.24
Private contractors hauling only concrete originating from outside City limits (per ton)	$ 79.56	$ 81.15
Private contractors hauling demolition refuse generated with in City limits (Requires a landfill use permit per	$ 48.16	$ 49.12
Private contractors hauling demolition waste generated outside of City Limits (per ton)	$ 79.56	$ 81.15
Contaminated soil collected from within the city limits of Green River*(per ton)*	$ 79.56	$ 81.15
Contaminated soil collected from outside the city limits of Green River*(per ton)* *	$ 79.56	$ 81.15
**may be placed in the Green River city landfill only with the prior approval of the governing body and at*		
Crushed concrete (per ton with a minimum one ton charge)	$ 15.00	
Clean-up of Contaminated Loads	*Labor & Equip*	
Disposal of Confidential Documents	*Labor & Equip*	
Scrap Materials	*Current FMV*	

Mulch, compost, rock, uncrushed cement and/or manure may be removed from the landfill at no charge.

Water Rates, Fees and Charges

Residential Water Rates Water Consumption Rates

Each individually metered dwelling unit shall pay the following minimum monthly charges:

3/4 inch meter or smaller	$ 17.30	$ 18.00
1 inch meter or smaller	$ 23.04	$ 23.96
1-1/2 inch meter or smaller	$ 31.50	$ 32.76
2 inch meter or smaller	$ 40.19	$ 41.80
3 inch meter or smaller	$ 71.75	$ 74.62
4 inch meter or smaller	$ 117.01	$ 121.69
6 inch meter or smaller	$ 203.35	$ 211.48
8 inch meter or smaller	$ 359.17	$ 373.54
Residential Rates per Month: *Minimum monthly charge is for first 268 cubic feet or less*		
For usage between 268 and 670 cubic feet *(per cubic foot)*	$ 0.02285	$ 0.02376
For all usage above 670 cubic foot *(per cubic foot)*	$ 0.01448	$ 0.01506

Commercial/Business and Non-Resident Customers Water Consumption Rates

Water service to commercial/business and non-resident customers shall have the following minimum monthly charges:

3/4 inch meter or smaller	$ 17.30	$ 18.00
1 inch meter or smaller	$ 23.07	$ 23.99
1-1/2 inch meter or smaller	$ 31.50	$ 32.76
2 inch meter or smaller	$ 40.19	$ 41.80
3 inch meter or smaller	$ 71.75	$ 74.62
4 inch meter or smaller	$ 117.01	$ 121.69
6 inch meter or smaller	$ 203.35	$ 211.48
8 inch meter or smaller	$ 359.17	$ 373.54
Commercial/Business and Non-Resident rates per Month: *Minimum monthly charge is for first 268 cubic feet or less*		
For usage between 268 and 670 cubic feet *(per cubic foot)*	$ 0.02876	$ 0.02991
For all usage above 670 cubic foot *(per cubic foot)*	$ 0.01459	$ 0.01517

New Construction Water Consumption Rates

Water usage charges for contractors, developers and builders will be the same as the minimum as the monthly fee for Commercial Business and Non-Residential customer respectively.

	Current Charges	Proposed Changes
Bulk Water from water salesman (per gallon)	$ 0.01	
Fire Hydrant Water Consumption Rates		
Minimum meter rental charge per month (minimum charge includes is for first 2,000 cubic feet or less)	$ 103.00	$ 107.12
Rate charge per cubic foot for all monthly consumption above 2,000 cubic feet	$ 0.05	$ 0.06

Freezing Water Lines:

Water customers who reside in areas of the City where the City's water main or service lines are above the freeze zone, as determined by the City utility department), may be allowed to receive a credit for running water in their homes. The Utility Department staff, with approval of the City Administrator, will determine which service lines are in danger of freezing and will notify the Utility Billing Department so those customers can be informed. The ***maximum credit*** *a water customer will receive is 3300 cubic feet* ***per month****, and the minimum bill will be no less than the smaller of the previous month's water bill or an appropriate bill from another winter month. Any extenuating circumstances will be examined by the Utility Review Committee and a determination made by such committee as to whether the bill is appropriate.*

Testing of a water meter at customers request- *(If the meter is outside of the parameters of the City's meter testing program, as established by the Utility Division, then the fee for testing the meter will be waived).*	$ 30.00	
Service Connection Fee		
The plant investment fee for connections to the city water system shall be determined by the incoming water		
3/4 inch meter or smaller (fee may also include any unforeseen costs)	$ 700.00	
1 inch meter or smaller (fee may also include any unforeseen costs)	$ 1,200.00	
1-1/2 inch meter or smaller (fee may also include any unforeseen costs)	$ 1,600.00	
2 inch meter or smaller (fee may also include any unforeseen costs)	$ 1,800.00	
4 inch meter or smaller (fee may also include any unforeseen costs)	$ 2,500.00	
6 inch meter or smaller (fee may also include any unforeseen costs)	$ 3,500.00	
8 inch meter or smaller (fee may also include any unforeseen costs)	$ 5,000.00	
10 inch meter or smaller (fee may also include any unforeseen costs)	$ 6,500.00	
12 inch meter or smaller (fee may also include any unforeseen costs)	$ 8,000.00	
Water Meter and Touch Pad Replacement	*Labor & Equip*	

The City will replace water meters and touch pads at no cost if the meter fails or is damaged due to manufacture defects or complications from age. If damage to a meter is caused by a customer user by either neglect or intention abuse the above charge may be waived for first occurrence of damage but will not be waived for any subsequent occurrences.

Wet tap Fees. *This fee is when the Utility Division physically taps the main and is in addition to the water connection fee. This also does not include excavation, thus the main must be safely exposed for the utility division.*		
3/4 inch meter or smaller (fee may also include any unforeseen costs)	$ 75.00	
1 inch meter or smaller (fee may also include any unforeseen costs)	$ 100.00	
1-1/2 inch meter or smaller (fee may also include any unforeseen costs)	$ 150.00	
2 inch meter or smaller (fee may also include any unforeseen costs)	$ 200.00	
4 inch meter or smaller (fee may also include any unforeseen costs)	$ 400.00	
6 inch meter or smaller (fee may also include any unforeseen costs)	$ 600.00	
8 inch meter or smaller (fee may also include any unforeseen costs)	$ 800.00	
Vehicle Identification # Inspection (Collected by County Clerk)	$ 5.00	
Zoning Ordinance Bound Copy	$ 35.00	

THESE FEES ARE IN EFFECT JULY 1, 2016; HOWEVER, THEY MAY BE SUBJECT TO CHANGE BY GOVERNING BODY ACTION DURING THE YEAR.

Current Charges	Proposed Changes

CITY OF GREEN RIVER
USE OF CITY LABOR AND EQUIPMENT

It is not the City's intent to hire out the use of its personnel or equipment to private contractors. The City may however repair, complete, or construct a project or facility and bill the cost of such items to a private individual if the City feels it is in the public's best interest or safety to do so.

Rates will be billed as follows:

Labor- actual time worked with a minimum of ½ hour	fully burdened per classification.
Equipment-	Actual time worked with a minimum of ½ hour per blue book
Parts - New or repair parts for the project	Actual cost plus 10%
General Supplies – minimum of $10.00 charge	$10 misc charge will be billed for every $100 in actual supplies for small

	Current Charges	Proposed Changes

GREEN RIVER RECREATION CENTER
FACILITY RENTAL GUIDELINES

Basic Fee per hour (this includes two staff, the lobby area, locker rooms with complimentary lockers)	$ 80.00	
4 Racquetball courts/per hour	$ 25.00	
Gymnasium per hour	$ 25.00	
Weight Room per hour	$ 25.00	
Outdoor Recreation Deck/Warming Room per hour	$ 30.00	
Multi-Purpose Room per hour	$ 30.00	
Pool per hour (one lifeguard is required per 20 people)	$ 75.00	
Extra lifeguard per hour	$ 15.00	
Wet Room (per hour)	$ 30.00	
Exclusive Usage Premium per hour (in addition to above fees):		
November - March	$ 200.00	
April - October	$ 150.00	
June - August	$ 125.00	
Maximum three hour rental period, fees assessed when the facility schedule is adjusted to accommodate and private rental. Minimum private rental will be $100.00).		
Damage Deposit	$ 500.00	
Additional Staff - per hour (determined by GRRC; added to base fee)	$ 15.00	

Payment in the form of a cashiers check or money order is required for all rentals.

If a pool rental doesn't coincide with the current facility schedule and there is a "lag" time between facility closure and the renter may be charged $15.00/hour for this "lag" for the lifeguards to stay until the rental begins.

The Recreation Center reserves the right to adjust, waive or alter above guidelines when addressing rental situations (for the Green River Recreation Center)

All food and drinks are restricted to the multi-purpose room, outdoor recreation deck, warming room, or outdoor sun deck.

Usage of any other facilities and/or equipment will be considered on an individual basis.

Facility renter must adhere to all facility rules.

	Current Charges	Proposed Changes

EXPEDITION ISLAND PAVILION
RENTAL POLICY

The Expedition Island Pavilion is available up to12 ~~6~~-months prior to the date of your reservation.

Expedition Island Pavilion rental groups need to know that parking on the "Island Parking Lot" is on a first come/first serve basis (there is no restricted parking only for rental groups).

The City reserves the right to waive fees based on City sponsored and/or co-sponsored events/functions/programs implemented at the

Individual or Group	$	400.00
Damage Deposit	$	500.00
Non-Profit	$	200.00
Damage Deposit	$	500.00
School District	$	-
Damage Deposit	$	-

* Reservations are for 1 to 17 hour sessions and cover the time period on the date of your rental from 7:00am to 12:00 am (midnight)

* Half day rentals are $200.00, a half day rental is defined as ~~a 1 to 8 hour rental (half day rentals still have to pay the $500.00 deposit~~ 7:00 a.m. - 3:00 ~~p~~p.m. or 4:00 p.m. to 1:00 a.m.

Cancellation Policy:

If you cancel 30 calendar days prior to your rental date you receive 100% of your rental fee and 100% of your security damage deposit back.

If you cancel 21 to 29 calendar days prior to your rental date you receive 50% of your rental fee and 50% of your security damage deposit back.

If you cancel 20 calendar days or less prior to your rental date you will receive 0% of your rental fee and 0% of your security damage deposit back.

To Hold a Reservation/Rental Date:

In order to confirm a reservation/rental date(s) you need to pay the ~~full user~~ deposit fee at the time you make the reservation/rental. The full ~~security damage deposit~~ rental fee is DUE 30 calendar days prior to your rental date(s).

NOTE: Any damage and/or repairs to the facility will result in a deduction from your $500 security damage deposit. The $500 security damage deposit for your rental will also be used towards repairs for any damage to the sound system. Renters may be charged for additional damages if amounts exceed the $500 security damage deposit.

All payments must be made PAYABLE TO the City of Green River in the FORM OF a Cashier's Check, Money Order, Cash, or Credit card.

	Current Charges	Proposed Changes

RODEO ARENA
FACILITY RENTAL POLICY

FACILITY RENTAL:

Public Function (per day) (with admission charge)		$ 200.00
Damage Deposit	$ 500.00	
Private Function (per day) (closed to the public)	$ 300.00	
Damage Deposit	$ 500.00	
Group Recurring Use - Club/non-profit (per person)		$ 5.00
Holding Pen - Club/non-profit		
Per Month for up to 50 head		$ 30.00
Holding Pen		
Commercial Per Day/Overnight		$ 100.00
Non Resident Per Day/Per Head		$ 5.00
Light Usage (per day)	$ 30.00	

NOTE: Damage costs above the normal security damage deposit amount will be billed to the individual or organization.

If additional cleaning is needed to restore the facility to pre-rental condition, then restoration charge would be assessed by the hourly rate of staff time used.

Club/non-profit consistent use: (i.e. practices/classes): All groups will be required to submit a complete schedule of their requested rental date(s) and a Certificate of Liability in the amount of $1,000,000.00, naming the City of Green River as the certificate holder. This schedule would then be pre-approved by the Parks and Recreation Department before final reservations of the facility are made.

A $500 security damage deposit is required for this type of reservation/rental. At the conclusion of the reservation/rental City staff will inspect the facility and after it is determined by City staff that no damage was done to the facility the deposit will be refunded.

Cleaning Fees: ~~Some events i.e. motor sports, circuses, mud boggs, etc.,~~ may be charged an additional cleaning fee to cover additional costs of restoring the facility to its pre-rental state.

The City of Green River reserves the right to refuse usage and/or alter charges/fees as needed.

	Current Charges	Proposed Changes

STRATTON-MYERS PARK RENTAL POLICY

Stratton-Myers Park will be available to rent/reserve up to six months in advance from the date of your rental. This policy has been established for private rentals of Stratton-Myers Park. *Community youth and adult leagues and programs use of Stratton-Myers Park for their regular season is assigned separately.

To reserve the *entire Stratton-Myers Park Complex* (three athletic ball fields, three soccer fields, concession area (includes restrooms), stage, and west picnic shelter) a $500 security/damage deposit and $500 rental fee will be charged. Otherwise, itemized fees are as follows:

Fields (per field/per day)	$	50.00
Amphitheater Stage (per day)	$	100.00
West-end Picnic Shelter (per day)	$	30.00

*Community youth and adult leagues/programs have priority over all private rentals – with the exception of Flaming Gorge Days and Fourth of July activities. As part of their field usage request, all adult and youth leagues/programs will be able to include one tournament with their request.

Per day rentals are from 6:00 am to Midnight on the date of your paid rental.

Sweetwater County School District No 2 will be exempt from these fees.

Resolution No. R16-24

A RESOLUTION MAKING APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE CITY OF GREEN RIVER, WYOMING, FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017

Whereas, the City of Green River, Wyoming, is required by the Uniform Municipal Fiscal Procedures Act to make necessary appropriations and to adopt a budget on or before the third Tuesday in June each year, **and**

Whereas, it is estimated an Eight (8) mill levy for the property taxes will be required for operations in the General Fund for the City of Green River, Wyoming; **and**

Whereas, a copy of the recommended Budget Appropriations is attached as a part of the Resolution; **and**

Whereas, the Governing Body would like to increase the attached Budget Appropriations by $5,000 for Flaming Gorge Days, $10,000 for Sweetwater Transit Authority and $10,000 for the Green River Arts Council.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING, THAT THE ATTACHED APPROPRIATIONS AND BUDGET FOR THE OPERATIONS OF THE CITY OF GREEN RIVER, WYOMING, FOR THE FISCAL YEAR ENDING JUNE 30, 2017, ARE HEREBY ADOPTED.

PASSED, APPROVED AND ADOPTED THIS 21st DAY OF JUNE, 2016.

Signed:

_____

Pete Rust, Mayor

Attest:

_____

Chris Meats, City Clerk

City of Green River, State of Wyoming

Appropriations Beginning July 1, 2016 and Ending June 30, 2017

Revised: 06/9/2016

	Fund 10 General Fund	Fund 15 Capital Projects	Fund 45 G.R.E.E.N. Program	Fund 70 Solid Waste	Fund 71 Wastewater	Fund 72 Water	Fund 85 Risk Management	Memo
Revenues	$ 14,300,310		$ 250	$ 6,045,118	$ 5,187,626	$ 2,615,756	$ 20,000	$ 28,169,060
Expenditures	13,852,240	1,636,352	-	1,191,638	756,228	2,064,412	312,000	$ 19,812,870
Capital/Asset Expenditures	43,700			5,600,000	4,182,000	580,000		$ 10,405,700
Excess (Deficiency) of revenues over (under) expenditures	404,370	(1,636,352)	250	(746,520)	249,398	(28,656)	(292,000)	
Other financing Uses/(Sources)	811,120	(1,636,352)	-	(787,554)	303,618	285,168	(301,000)	$ (1,325,000)
Excess (Deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	(406,750)	-	250	41,034	(54,220)	(313,824)	9,000	
Estimated beginning Fund Balance, July 1, 2016	$ 5,090,116	$ 2,392,515	$ 200	$ 964,383	$ 7,279,002	$ 4,790,921	$ 1,181,681	$ 21,698,818
SubTotal Fund Balance	4,683,366	2,392,515	450	1,005,417	7,224,782	4,477,097	1,190,681	$ 20,974,308
Restrictions of Fund Balance:								
Reserve for Operating	3,575,000			518,000	373,000	654,000		
6th Penny Restricted		2,001,852						
Investment in Capital				214,531	4,972,594	1,329,698		
PD Building	200,000							
FY 2017 Over the cap	395,000							
5% Revenue Protection	360,000							
Parks Designation	12,250							
Drug Seizure/ Federal Program	12,100	24,999						
Total Restrictions/Designations	4,554,350	2,026,851	145	732,531	5,345,594	1,983,698		$ 14,643,169
Estimated unreserved, unrestricted ending Fund Balance, June 30, 2017	$ 129,016	$ 365,664	$ 305	$ 272,886	$ 1,879,188	$ 2,493,399	$ 1,190,681	$ 6,331,139

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: 06/15/16	Department: Finance
Meeting Date: 06/21/16	Department Head: Chris Meats
	Presenter: Chris Meats

Subject:

Consideration of a Countywide Consensus Block Grant Joint Resolution #BFY15/16-10 for Wamsutter.

Background/Alternatives:

Wamsutter is requesting approval to move $23,709.80 from its previously certified Mowing Equipment Project to its Public Works Storage Building form its appropriation of the BFY 15/16 Countywide Consensus Block Grant Funding. The bids for the Mowing Equipment came in much lower than expected whereas the bids for the building were higher. The process to move this funding requires the revised project to be certified again on a Resolution that details the changes, and a new grant application be submitted to the Office of State Lands.

Attachments:

Resolution & Letter

Fiscal Impact:

n/a

Staff Impact:

n/a

Legal Review:

n/a

Suggested Motion:

I move to approve the Countywide Consensus Block Grant Joint Resolution #SWBFY15/16-10 for Wamsutter.

SWEETWATER COUNTY

To: Sweetwater County Commissioners

From: Krisena Marchal

Subject: BOCC Meeting 6/21/16

Approval of Countywide Consensus Block Grant Joint Resolution #BFY15/16-10 for Wamsutter

Executive Summary:

Wamsutter is requesting approval to move $23,709.80 from its previously certified Mowing Equipment Project to its Public Works Storage Building from its appropriation of the BFY 15/16 Countywide Consensus Block Grant Funding. The bids for the Mowing Equipment came in much lower than expected whereas the bids for the Building were higher. The process to move this funding requires the revised project to be certified again on a Resolution that details the changes, and a new grant application be submitted to the Office of State Lands.

Wamsutter BFY 15/16 Countywide Consensus Proposed Budget Modification			
	Original Project Budget	**Change**	**Revised Project Budget**
Mowing Equipment	35,100	-23,709.80	$11,390.20
Public Works Storage Building	58,000	+23,709.80	$81,709.80

BFY 15/16 Countywide Consensus Block Grant Summary - Previously Certified Projects				
1	**Sweetwater County**	-Sweetwater County Health & Human Services Building	1,243,678	27%
2	**Green River**	-Police Department Safety Vehicle Replacement -Boiler Replacement at City Hall* -Self-Contained Breathing Apparatus (SCBA) Replacement for Firefighters* -Police Department Indoor Shooting Range*	200,000 440,000 233,304 370,374	27%
3	**Rock Springs**	-College Drive Improvements - Phase I	1,520,050	33%
4	**Wamsutter**	-Public Works Storage Building -Mowing Equipment -Walkpath Improvements -Playground Replacement -Trench Safety Equipment	81,709.80* 11,390.20* 15,805 30,297 10,500	3.25%
5	**Bairoil**	-Park Improvements -Town Hall Parking	81,475.80 68,226.20	3.25%
6	**Superior**	-Wastewater Capital Improvement Project -Drinking Water Capital Improvement Project	5,212 144,490	3.25%
7	**Granger**	-General George Patton Community & Cultural Center of Granger -Backhoe	83,950 65,752	3.25%
			$4,606,214	**100%**

**Funding amount contingent upon approval of this request*

Staff Comments:

Staff notes that no Countywide Consensus Grant Funding was allocated by the legislature for BFY 17/18.

RECOMMENDED MOTION: **Motion to approve Countywide Consensus Block Grant Joint Resolution #SWBFY15/16-10 for Wamsutter.**

County Wide Consensus Block Grant Application Form

BFY15/16 Funding

JOINT RESOLUTION #SWBFY15/16-10

We, the undersigned Sweetwater County Board of Commissioners, hereby certify that the Board and at least seventy percent (70%) of the incorporated population within Sweetwater County have reached agreement on the following project(s) to be funded under Chapter 26, Section 324 and in compliance with rules promulgated by the State Loan and Investment Board, Chapter 32.

County Consensus List

Priority Listing:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
			E + G + I								C - D	Available		N / C
Project Owner	Project Name	Total Estimated Project Cost	Total Funding Secured & in place	Amount of Grants, Loans, and Other types of previously secured funding	Grant #, Loan #, Other Information for Previously secured funding	Local Match If any	Local Match If any (Please provide detail)	Other Match	Other Match If any (Please provide detail)	Percentage of Total Project Already Funded	Balance of Project needing funding	Project Share requested from this consensus list	Amount of Project not funded after consensus list funding request	Percentage of project not yet funded
Warnsutter	Mowing Equipment				CWC-15183 SW Move balance of funds $23,709.80 to CWC-15182 SW							(23,709.80)	23,709.80	#DIV/0!
Warnsutter	Public Works Storage Building	-	-		CWC-15182 SW $58,000 plus CWC-15183 SW $23,709.80 = $81,709.80						23,709.80	23,709.80	-	#DIV/0!
		-	-											#VALUE!
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	Totals:	$ -	$ -	$ -		$ -		$ -				$ -		

Page 1 Consensus Total:	$ -	$ -
Page 2 Consensus Total:	$ -	
Balance after Priority Listing:		

Fully Obligated Available Funds

DATED this 21st day of June, 2016

Pete Rust
MAYOR, City of Green River

ATTEST: City of Green River Clerk

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: June 6, 2016	Department: Public Works
Meeting Date: June 21, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

Subject:

Award Bid for the Heavy Duty Low Cab-Forward Refuse Chassis for the Solid Waste Division

Background/Alternatives:

The chassis portion of the new garbage truck was advertised for Bid with three Bids received on May 24th, 2016. Three Bids were received; Peterbuilt of Wyoming from Rock Springs met Specs with the lowest price of $143,969.

Attachments:

Bid Tabulation

Fiscal Impact:

This purchase will account for $143,969 of the budgeted $375,000.

Staff Impact:

Minimal

Legal Review:

Standard Contract

Suggested Motion: "I move to award the Bid for the Heavy Duty Low Cab-Forward Refuse Chassis to Peterbuilt of Wyoming in the amount of $143,969."

BID TABULATION - New Heavy Duty Low Cab Forward Refuse Chassis

Bid Open Date: May 24,2016 2:00 pm

	Bid				Delivery Date	Cert. of Residency	Cashier's Check or Bid Bond 5% of bid
Jacks Truck Rock Springs	159,925				90-120 days	Yes	Yes
Mountain West Trucks Salt Lake City, UT	156,058.39				90-100 days	No	No
Peterbuilt of Wyoming Rock Springs, WY	143,969				Oct 3, 2016	Yes	Bid Bond - not original
Present at Bid Opening:							
Chris Meats							
Mary Seppie							
Mark Bond							
Heath Lowinske							

Michael S. Culver Eddie Miller
Jesse McKinley Mark Westenskow

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: June 6, 2016	Department: Public Works
Meeting Date: June 21, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

Subject: Award Bid for the Automated Side Loader Refuse Compactor

Background/Alternatives: The side loader refuse compactor was advertised for Bid with Bids received on May 24, 2016. Six Bids were received, with Elliot Equipment Co of Lincoln, Nebraska meeting Specs with lowest price. The amount of $116,964.00 was Bid with a trade in on unit #43-42 for $17,000 bringing the total to $99,964 for the new refuse compactor which will be mounted on the new truck chassis.

Attachments: Bid tabulation

Fiscal Impact: This purchase will account for $99,964 of the budgeted $375,000.

Staff Impact: Minimal

Legal Review: Standard Contract

Suggested Motion: "I move to Award the Bid for the Automated Side Loader Refuse Compactor to Elliot Equipment Co in the amount of $99,964."

BID TABULATION - New 27 yd Automated Side Load Refuse Compactor

Bid Open Date: May 24,2016 2:00 pm

Bidder	Bid	Trade-In Value	Net Bid	Packing Mech Option #1	Packing Mech Option #2	Delivery Date	Cert. of Residency	Cashier's Check or Bid Bond 5% of bid
Ameritec 1 Lander Wy	119961 Wayne	4,000	115,961	X		60-90 day after chassis	Yes	Bid Bond
Ameritec 2 Lander Wy	106,257 Bridgeport	4,000	102,257	X		90 days after receipt of chassis	Yes	Bid Bond
Ameritec 3 Lander Wy	126,995 LaBrie	4,000	122,995	X		40-60 days after chassis	Yes	Bid Bond
Elliot Equipment CO Lincoln, NE	116,964	5000 chassis 12000 packer	99,964	X		75 days from chassis arrival	No	Bid Bond but not original
Faris Machinery GJ, CO	116,648	43-42 3000 packer 500	113,148		X	90-120 days after chassis	No	Bid Bond
Kois Equipment	139,745	43-42 18,000 packer 2000	119,745	X		60-90 days after chassis	No	Bid Bond-not original
Present at Bid Opening:								
Chris Meats								
Mary Seppie								
David Meeker								
Heath Lowinske								

Michael S. Culver
Jesse McKinley

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: May 25th, 2016	Department: Public Works
Meeting Date: June 21st, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

Subject:

To award a Bid for the sale of Plastics (#1 PETE, #2 HDPE(colors), #2 HDPE (natural), #4 LDPE, #2 HDPE (colors-garbage containers) recycled materials for the Solid Waste Division to ACP LLC, Logan UT.

Background/Alternatives:

The City requested Bids for the purpose of selling recyclable commodities collected through the Recycling Program. These Bids are for an annual time period based off of the Industry Standard value of the material less cost to the vendor. There were 3 Bids received for Plastics (#1 PETE, #2 HDPE(colors), #2 HDPE(natural), #4 LDPE, #2 HDPE(colors-garbage containers) .

Attachments: *Bid Tab*

Fiscal Impact:

Revenue—it is anticipated that positive revenue will be generated by the sale of recycling commodities however, with the market changing it cannot be pre-estimated.

Staff Impact: The Solid Waste Division will load the recyclables with City supplied equipment.

Legal Review:

Standard Bid Documents

Suggested Motion: "I move to Award a Bid for the Sale of Plastics to ACP LLC of Logan, Utah based on current market price."

CITY OF GREEN RIVER

BID FORM

Bid Opening May 25,2016 2:00 p.m.

Commodity -Plastics	Industry Standard Material Value per ton	Freight Charge per ton	Fuel Cost per ton	Brokerage fee per ton	Other Expenses per ton	Net price per ton	Weight in Tons	Extended Cost
ACP,LLC								
#1 PETE	60	67		5		-12	8	-96
#2 HDPE (Colors)	180	67		5		108	1.96	211.68
#2 HDPE (Natural)	320	67		5		248	3.5	868
#4 LDPE	120	67		5		48	4.29	205.92
#2 HDPE (Color-garbage totes and lids)	160	60		5		95	10	950
Interwest Paper, Inc.								
#1 PETE						40	8	320
#2 HDPE (Colors)						160	1.96	313.60
#2 HDPE (Natural)						380	3.5	1330
#4 LDPE						-60	4.29	-257.40
#2 HDPE (Color-garbage totes and lids)						No bid	10	0
Sage Recycling								
#1 PETE-See Note 1						160	8	1280
#2 HDPE (Colors)-See Note 1						250	1.96	490
#2 HDPE (Natural) See note 1						390	3.5	1365
#4 LDPE* See Note 1						200	4.29	858
#2 HDPE (Color-garbage totes and lids)** See Note 2						200	10	2000
	*On bid, states only A Grade							
	** Bid states that all wheels and metal must be removed							
	Note 1: Bid states that PETE, HDPE C, HDPE N & LDPE will be picked up together in one truck- 35,520 pounds							
	Note 2: Bid states that the minimum weight must be 16,000 lbs.							

Attendance at Bid Opening:
Mary Seppie
Chris Meats
Mark Pond
Mark Westenskow

CITY of GREEN RIVER
FISH IT. FLOAT IT. LIVE IT.
WYOMING

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: June 14, 2016	Department: Public Works
Meeting Date: June 21, 2016	Department Head: Mark Westenskow
	Presenter: Mark Westenskow

Subject:

Approval of Change Order #1 for 2016 Capital Improvement Project – 2nd South Street Reconstruction (6th Penny Year 3)

Background/Alternatives:

DeBernardi Construction Company, Inc. was awarded $2,908,089.00 on March 1, 2016 for the street reconstruction with basic enhancements. Enhancement Bid Alternate 3B was included in the original Project Manual, but was not awarded with the original contract. This work is desired by the City to provide the beautification elements originally envisioned for the corridor. Including this work with the street reconstruction project will provide for better project coordination and warranty response.
The proposal submitted by DeBernardi Construction Company, Inc of $744,675.00 is in line and comparable to the only other Enhancement Bid Alternate 3B response we received during the bidding process.

Attachments:

Change Order #1, Proposal from DeBernardi Construction Company, Inc.

Fiscal Impact:

For the 2016 construction season, an additional $1,091,911 has been authorized from 6th Penny Funds over the cost of the original bid for these additional enhancements and related testing. This change order is in the amount of $744,675.00

Staff Impact:

In House Project Management and Inspection by the Engineering Division

Legal Review:

Pending.

Suggested Motion:

"I move to approve Change Order #1 for the 2016 CIP – 2nd South Street Reconstruction Project (6th Penny Year 3), in the amount of $744,675.00, and authorize the Mayor to sign the Change Order."

CHANGE ORDER #1

PROJECT:	**2016 CIP – 2nd South Street Reconstruction**
DATE OF ISSUANCE:	**June 21, 2016**
OWNER'S NAME:	City of Green River
OWNER'S ADDRESS:	50 East 2nd North Green River, WY 82935
CONTRACTOR'S NAME:	DeBernardi Construction Co., Inc.
CONTRACTOR'S ADDRESS:	514 G Street Rock Springs, WY 82901
TYPE OF CONTRACT:	**2016 CIP – 2nd South Street Reconstruction**

You are directed to make the following changes in the Contract Documents.

Description: ADD Items 75-79 from Enhancement Bid Alternate 3B with the unit pricing as attached.

Purpose of Change Order: Enhancement Bid Alternate 3B was included in the original Project Manual, but was not awarded with the original contract. This work is desired by the City to provide the beautification elements originally envisioned for the corridor. Including this work with the street reconstruction project will provide for better project coordination and warranty response.

Attachments: Summary of quantities and unit costs for Items 75-79 from Bid Alternate 3B.

CHANGE IN CONTRACT PRICE:	**CHANGE IN CONTRACT TIME:**
Original Contract Price: $2,908,089.00	**Original Contract Time:** 270 Calendar Days
Previous Change Orders: 0	**Net Change from previous Change Orders:** 0 Days
Contract Price prior to this Change Order: $2,908,089.00	**Contract Time prior to this Change Order:** 270 Days
Net Increase (decrease) of this Change Order: $744,675.00	**Net Increase (decrease) of this Change Order:** 0 Days
Contract Price with all approved Change Orders: $3,652,764.00	**Contract Time with all approved Change Orders:** 270 Days

RECOMMENDED:	**APPROVED:**	**APPROVED:**
by: _____	by: _____	by: _____
City Project Representative	Owner	Contractor

DeBERNARDI CONSTRUCTION CO., INC.
514 G Street
Rock Springs, WY 82901
(307) 382-8034 Fax (307) 382-8070

PROPOSAL SUBMITTED TO: City of Green River, ATTN: Holden Wright

OWNER: City of Green River

PROJECT: 2016 CIP

BID DATE: 5/11/16

Item #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
75	Street Tree	61	EA	$775.00	$47,275.00
76	Street Tree - Irrigation	1	LS	$62,000.00	$62,000.00
77	Street - Electrical	1	LS	$149,000.00	$149,000.00
78	Street Light - Tall	29	EA	$9,100.00	$263,900.00
79	Street Light - Ped	25	EA	$8,900.00	$222,500.00
					$744,675.00

NOTES:

DeBernardi Construction Co., Inc. **By:** _____ **Date:** _____	Acceptance of Proposal - The above prices, specifications and conditions are satisfactory. You are authorized to do the work as specified. **Company:** _____ **By:** _____ **Date:** _____

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: June 14, 2016	Submitting Department: Administration
Meeting Date: June 21, 2016	Department Director: Reed Clevenger
	Presenter: Holden Wright

Subject:
Grant submission to Wyoming Department of Transportation Aeronautics Division for the Spaceport Day event.

Background/Alternatives
Staff request authorization to submit a $3,500 grant request to the Wyoming Department of Transportation Aeronautics Division. Grants for public events which promote aviation and airports are available through the Wyoming Department of Transportation (WYDOT) Aeronautics Division. The former members of the Green River Airport Task Force are planning this year's community Spaceport Day event to be held August 27, 2016.

A local match is not required for the awarded funds. The City has successfully obtained this grant for the last 3 years.

By submitting the attached Request for State Airport Aid form, the City would receive $3,500 in grant funds for Spaceport Day. The Request will be considered by the WYDOT Aeronautics Commissioners at their July meeting.

Staff seeks authorization to Submit Request for State Airport Aid for Spaceport Day 2016, for the Mayor to sign and accept and execute the grant allocation if successful.

Attachments
Request for State Airport Aid form

Fiscal Impact
Grant Request: $3,500
City Match: $0

Staff Impact
Holden Wright servers as City liaison

Legal Review
Not Applicable

REQUEST FOR STATE AIRPORT AID

WYOMING DEPARTMENT OF TRANSPORTATION, AERONAUTICS DIVISION
5300 Bishop Boulevard, Cheyenne 82009-3340

Part 1: Applicant Information

The City of Green River, hereinafter called the "Sponsor" hereby makes application to the State of Wyoming, Aeronautics Commission, hereinafter called the "State", for a Grant of state funds for the purpose of aiding in financing a project, hereinafter called the "Project", for the purpose of improvement of the 48U Green River Intergalactic Spaceport airport, hereinafter called the "Airport", located at Green River, in the State of Wyoming. It is proposed that the project will commence on or about August 27, 2016, and will consist of the following described airport improvements.

Part 2: Project Information

Project scope:
Aviation encouragement - Community Spaceport Day held August 27, 2016

Describe the need or justification for the project:
This event, now in it's fourth year, promotes interest and enthusiasm for aviation. Event hosts provide information about the local facility and the City's Airport Master Plan. Mnay local civic organizations participate in the event by volunteering their time or as vendors, local pilots also provide plane rides to the public. Participation in the event continues to grow each year with the hope that in the future there will be sufficient community support for the implantation of improvements to the facility and an expansion of services.

Is this project listed on the airport's approved Capital Improvement Program? Yes ☐ No ☒
(If unknown, contact WYDOT)

Part 3: Project Cost Estimate Summary

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated % of Total Funding
Federal Share		$	%
State Share		$ 3,500	100 %
Sponsor Share	Airport	$	%
	Other (See Note 1)	$	%
	Totals	$ 3,500	100%

Note (1) Farm Loan Board funding, donated real property, etc. Specify source and amount or current value of funding from "Other" sources (attach additional sheets if necessary).
Source: _____ $ _____
Source: _____ $ _____

Part 4: Sponsor's Project Application Certification

The Sponsor hereby represents and certifies as follows:

A. "The airport is owned, leased or held under a state or federal special use permit or agreement, exclusively or jointly, by the county, city, town or joint powers board to which the grant is made." (W.S. 10-3-401)

B. The Sponsor has the legal power and authority: (1) To do all things necessary, in order to undertake and carry out the project: (2) To accept, receive and disburse grants of funds from the State in aid of the project.

C. The Sponsor possesses legal authority to apply for the grant and that a resolution, motion or similar action has been duly adopted or passed as an official act of the Sponsor's governing body, authorizing the person designated below to act in connection with this request and to provide such additional information as may be required.

The Sponsor hereby designates

Pete Rust (Name) Mayor, City of Green River (Title)

50 E 2nd N Street (Address) Green River, WY 82935 (City, St, Zip)

307 872-0500 (Phone) prust@cityofgreenriver.org (e-mail)

D. The Sponsor certifies that the information contained in this application is accurate and complete to the best of their knowledge.

Executed by the Mayor of Green River this _____ day of _____, _____.

_____
Signature of Sponsor's Representative

_____
Title

Part 5: Required Supporting Documentation

The sponsor shall forward **one** copy of the application and **one** copy of the following documents to WYDOT (paper size not to exceed 11"x17"). Applications submitted without this information will not be considered by the Aeronautics Commission.

1. A detailed cost estimate (if cost estimate is not completed by an engineer, WYDOT pre-approval of costs is required).
2. A drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, a map with the specific land areas highlighted (Exhibit "A").

Under W.S. 10-3-401 & 10-3-402, The Aeronautics Commission "may make grants-in-aid from state funds for construction and development of airports to counties, cities, towns and joint powers boards within the state." The Aeronautics Division has been designated to act on behalf of the Aeronautics Commission in these matters.

Under W.S. 10-3-401 "Grants may be spent for runways, terminals, hangars, and other improvements and for planning any improvements to the airport".

The Aeronautics Commission reserves the right to request additional supporting documentation and justification as they deem necessary and to conduct audits of the information provided. If this grant request is approved by the Aeronautics Commission, any changes to the above information may require supplemental change orders, grant amendments, or other documents executed as may be required under the circumstances.

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: June 15, 2016	Department: Human Resources
Meeting Date: June 21, 2016	Department Head: Cari Kragovich
	Presenter: Kragovich / Clevenger

Subject:

Approval to apply for an AmeriCorps grant for three (3) full-time, 12-month VISTA members to serve with the City of Green River.

Background/Alternatives:

Grant funding is available for the City to utilize VISTA members to serve with the City and assist us with several community-based projects. At this time, we would like to apply for grant funding to utilize VISTA members in the following areas: Grants/Social Media Outreach, Public Works Recycling/Education and Community Development/URA/Main Street Building Inventory Development.

Attachments:

N/A

Fiscal Impact:

Minimal impact through staff time to administer the VISTA program. There are no matching funds required if we are awarded this grant.

Staff Impact:

Minimal impact on staff time to administer the VISTA program.

Legal Review:

If we are awarded this grant, legal review will be requested prior to requesting Council approval to accept the grant and authorize the Mayor to sign the applicable documents.

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: 06/15/16	Department: Finance
Meeting Date: 06/21/16	Department Head: Chris Meats
	Presenter: Consent Agenda

Subject:

Sale of Surplus Items

Background/Alternatives:

Items declared as surplus throughout the year are sold in a Surplus Property Sale. The Finance Department prepares and oversees the bidding process through a sealed bid process. As required, the surplus auction items were advertised for three consecutive weeks in the local newspaper. The sealed bid process closed on June 3, 2016, and bids were opened on June 6, 2016. Staff would like council to authorize the sale of the surplus items to the highest bidders as shown on the attached documentation.

Attachments:

List of Surplus Items and the highest bidders

Fiscal Impact:

Revenue to the City

Staff Impact:

n/a

Legal Review:

n/a

Suggested Motion:

I move to approve the sale of surplus items to the highest bidders.

SURPLUS PROPERTY
HIGH BIDS RECEIVED 6/3/2016

ITEM	Bidder	Bid Amount
Item #1- 1994 Ford F-250	McKim's Upolstery and Auto Sales, LLC	$1,151.50
Item #2- 2004 Dodge Durango	Mark Westenskow	$1,910.38
Item #4 - 2005 Chevrolet Impala	Mark Westenskow	$1,415.09
Item #5- 2004 Pontiac Grand Prix	Zach Cary	$2,550.00
Item #6- 2006 Chevrolet Impala	Mark Westenskow	$1,179.25
Item #7- 2006 Chevrolet Impala	Bobbi King	$1,253.16
Item #8 - 2007 Chevrolet Impala	James Byington	$1,610.96
Item #9 - 1980 Herb Sprayer	Jerome Fletcher	$105.00
Item #16 - 1998 Chevrolet Lumina	McKim's Upolstery and Auto Sales, LLC	$865.15
Item # 18 - 3 Point Plow	Doug Lauze	$100.00

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: June 7, 2016	Submitting Department: Parks and Recreation
Meeting Date: June 21, 2016	Department Director: Brad Raney
	Presenter: Brad Raney

Subject: Approval of maintenance agreements with Long Mechanical Solutions for HVAC services at City Facilities in the amount of $21,468.00

Background/Alternatives

The City of Green River solicited proposals for HVAC maintenance and repair services for the following buildings and facilities: Recreation Center, City Hall, Expedition Island Pavilion, the Animal Control Facility and the Police Department. In an effort to allow for fiscal responsibility the contract is a 3 year contract for HVAC, maintenance and repair services, to be reviewed annually, with the option of extending the contract for two additional one year periods under the terms and conditions of the original contract dated June 22, 2016.

Attachments

Agreement for HVAC Maintenance and Repairs

Fiscal Impact

Funds are budgeted for maintenance, this amount represents a $4,500.00 savings to the City over last year's agreement.

Staff Impact

The contract allows the City to address HVAC maintenance and repair issues and do so in a fiscally responsible manner.

Legal Review

Pending Legal Review

Suggested Motion

I move to authorize the Mayor to sign the agreements with Long Mechanical Solutions to provide HVAC Maintenance Service to City owned facilities

3534 Salt Creek Hwy
Casper, WY 82601
307-265-5997
307-265-0120
dburd@long.com
www.long.com

LONG
MECHANICAL SOLUTIONS

Service Proposal for the Recreation Center

Quote Number:	Rec Center	May 2, 2016	Page 1 of 3
Customer:	City of Green River 1750 Hitching Post Green River, WY 82935		
Equipment Location:	Recreation Center 1750 Hitching Post Green River, WY 82935		

GENERAL CONDITIONS

SERVICE: This service labor is designed to protect and extend the life of your capital investment in the HVAC and building automation equipment covered by this proposal. Additional benefits include maintaining operating efficiencies, system reliability and to help maintain a comfortable environment for your buildings occupants. Service will be scheduled, on a regular basis by our service tasking program which is based on manufacturers' recommendations, equipment application, run time, age and our own experience.

Predictive Maintenance will be realized as our technicians become familiar with your equipment and facility through performing the preventive maintenance tasks. This allows us to see, and correct, most potential failures before they cause an emergency shutdown. Equipment tasking templates are used to record the services performed during the preventive maintenance visit. LONG Mechanical Solutions shall retain and manage the task templates.

TECHNICIANS: Trained and skilled technicians will perform the work required under this agreement utilizing advanced service procedures and state-of-the art tools. Ongoing training is given to our technicians to assure maximum service performance.

SERVICE REPORT: Our service report is used to provide communications between our customer and LONG Mechanical Solutions. A service report will be provided after each service visit. These service reports shall describe the work performed, list any deficiencies found and provide recommendations for required repairs.

QUALITY PERFORMANCE: LONG Mechanical Solutions is committed to providing quality service to our customers within the provisions, terms and conditions of this agreement. In order to maintain our high quality standards we will periodically ask you for feedback on the services performed under this agreement. We also welcome your unsolicited comments at any time.

COMPLIANCE WITH LAWS AND REGULATIONS: Refrigerant management is an ongoing service provided to all of our customers. LONG Mechanical Solutions will comply with regulations concerning the proper handling of refrigerants.

LONG

MECHANICAL SOLUTIONS

Quote Number:	Rec Center	May 2, 2016	Page 2 of 3

Coverage: This agreement covers only the equipment and systems listed in the equipment section of this agreement, and only for the coverage included below and additionally detailed on the equipment pages. See attached planning work sheet.

HVAC-Inspection & Preventive Maintenance Coverage
Inspection and Preventive Maintenance coverage includes the labor and materials required to perform preventive maintenance on the equipment listed in the equipment section of this agreement. Work performed during this inspection will be recorded on the task templates.
Excluded Maintenance Services
Air Filter Service Belt Service Repair Labor – Repair labor and material will be additional for the services. Owner's responsibilities will be to provide preventive maintenance to the equipment highlighted in yellow. This includes air filters and belts. The owner's representatives will change all air filters and belts.

LONG

MECHANICAL SOLUTIONS

Quote Number:	Rec Center	May 2, 2016	Page 3 of 3

Duration: The Duration of this agreement is for 1 year. The agreement will go into effect on July 1, 2016 and will continue through May 31, 2017.

After the initial agreement period, this agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew thirty (30) days prior to the agreement renewal date.

PAYMENT FOR SUPPLEMENTAL SERVICES: Additional services, beyond the scope of this agreement, will be furnished upon request with proper authorization. All additional services not covered under this agreement and separately contracted will be invoiced by LONG and payable by customer at preferred contract customer rates.

YOUR ANNUAL INVESTMENT FOR THIS AGREEMENT IS:
Seven Thousand Five Hundred Thirty-two Dollars..... **$7,532.00**

Billed Quarterly at $1,883.00 (payment terms net 30 days).

This price will be held firm for 30 days. Please review this agreement and let us know if you have any questions. If this agreement is acceptable, please acknowledge below and return by fax or mail. Thank you for considering LONG Mechanical Solutions for this work.

Your building technology partner,

Duane Burd
Service Account Manager

Date: 5-2-2016

Accepted by,

Authorized Signature

Printed Name

Date: _____ PO #: _____

Rec Center

Green River Rec Center

Contact: Erika

Scheduling Worksheet and What type of Maintenance Required

Owner supplies air filters and belts

EQUIPMENT DESCRIPTION	Location/Area Served	UNIT ID.	COVERAGE	January Type of Inspection	February Type of Inspection	March Type of Inspection	April Type of Inspection	May Type of Inspection	June Type of Inspection	July Type of Inspection	August Type of Inspection	September Type of Inspection	October Type of Inspection	November Type of Inspection	December Type of Inspection
McQuay condenser	Roof						Task 50A			Task 50B					
Trane condensing unit	Gym/Outside						Task 50A			Task 50B					
PK Boilers (5)	Mech. Room			Task 30B			Task 30B			Task 30B			Task 30A		
BOHN air handlers (4) Change air filters quarterly	Mech. Room			Task 19B			Task 19A			Task 19B			Task 19B		
Unit heaters (8)	Building			Task 88A									Task 88A		
Exhaust Fans (3)	Building						Task 70A								
VAV boxes / Thermostats (17)	Admin area						Task 203A						Task 203A		
Controls Digital	Building			Task 30			Task 30			Task 30			Task 30		
Heat Exchangers (3)	Boiler room, pool, spa			Insp											
Hot water pumps (9)	Building			Task 19B			Task 19B			Task 19B			Task 19A		
Fan powered VAV Boxes with filters change quarterly (8	Building						Task 201A								
DDC Controls upgrade Jace software	Building			Task 29											
Cabinet Heaters (5)	Building Entrance			Task 84A									Task 84A		

LONG does PM

Owner does PM

City of Green River, Wyoming

HVAC maintenance services agreement

The City of Green River HVAC maintenance service agreement for:

Green River Recreation Center

The work to be performed for this SERVICE AGREEMENT is noted in the General Requirements, Terms and Conditions, Clarification of Services, and Non-Destructive Testing Services. Each of the 4 city buildings and facilities HVAC maintenance services are itemized by an Equipment and/or Controls Device List, Service Agreement Summary, and Task Action List. Vendor is noted as VENDOR and the City of Green River is noted as CITY in this SERVICE AGREEMENT.

These specifications include:

A. General Requirements
B. Clarification of Services
C. Non Destructive Testing Services
D. Non Destructive Testing Services / When Necessary
E. Task Action List
F. Tasks to be performed
G. Environmental Health and Safety
H. Terms and Conditions
I. Agreement Form
J. Attachment A – Company information
K. Attachment B – Contact information
L. Attachment C – Reference information
M. Attachment D – Conflict of interest form

Please read through the entire SERVICE AGREEMENT before your submittal. If you have questions relating to the required information or you need clarification, please contact:

Brad Raney
Parks and Recreation Director
Phone: (307) 872-6147
E-Mail: braney@cityofgreenriver.org

GENERAL REQUIREMENTS

a. All work shall comply in every respect with the Building Laws, City Regulations, Code Requirements (City, State or National) and the requirements of the Wyoming prevailing state safety regulations as they pertain to local governments.
b. The VENDOR shall obtain and pay for all permits, licenses, etc., as may be necessary or required for the completion of the work. The VENDOR and the CITY will work closely together to obtain CITY building permits and any other permits necessary as a part of this Agreement (if applicable).
c. All equipment, materials, etc., specified to be removed from the site shall become the property of the VENDOR, unless otherwise stated.
d. All service repair work will be left in a clean safe and workable condition.
e. VENDOR shall ONLY service what they are instructed to (per the maintenance services agreement)
f. If there are any questions regarding service work that is to be done, it will be the responsibility of the VENDOR to contact the designated CITY representative and request clarification before proceeding.
g. It will be required that the VENDOR diagnose any problem(s) and notifies the designated CITY representative prior to initiating any service work outside the scope of the Agreement.
h. The VENDOR must work as quickly and efficiently as is possible. All service and/or repairs are to be first class quality.
i. By executing this Agreement the VENDOR represents that he has familiarized himself with the local conditions under which the work is to be performed.
j. In the event of accidental site damage, it will be the responsibility of the VENDOR to return the site to its original condition at no cost to the CITY.
k. If temporary repairs are needed due to an emergency, the VENDOR is instructed to do so at the direction the CITY's designated representative.
l. All permanent repairs must be made as soon as possible. This must be done within five (5) calendar days after the problem has been diagnosed and approval to proceed by the CITY has been given.
m. It will be the responsibility of the VENDOR to leave the area in a clean, "broom swept" state. VENDOR's employees must remove all debris generated while conducting service and/or making repairs.

PERSONNEL

Under this agreement: All services will be performed using professionally trained personnel who are specialists in the Heating, Air Conditioning, Ventilation, Pneumatic and Digital Control systems service and maintenance.

EMERGENCY SERVICES

Emergency service will be provided: 24 hours per day, 365 days per year with a 6 hour maximum response time.

REPORTS

A detailed customer service report (CSR) for each inspection will be delivered to the CITY upon completion of each maintenance and/or inspection visit. This report will include any equipment log readings taken during inspection and will include when applicable recommendations as to: The condition of equipment, any necessary repairs or replacement of defective parts, recommendations to improve system performance, reliability, and operating efficiency.

EMERGENCY CALLS (Unscheduled Service)

Emergency Calls shall be provided when necessary to diagnose problems and perform minor adjustments between scheduled inspections. Service calls will be completed during normal business hours and within 6 hours that the work order/call was made. VENDOR to work with

CITY on mutually agreed upon unscheduled service calls (ex: during freezing periods). Nuisance calls in which no problem exists or calls in which the problem is not with the covered equipment will be considered repair services and will be billable.

REPAIR SERVICES

Additional Repair services not covered under this agreement will be performed only upon proper authorization from the CITY. All additional work performed over and above this agreement will be at an additional charge to CITY and will be quoted with a written agreement.

MINOR REPAIRS

Minor repairs are included in this AGREEMENT; minor repairs shall consist of tasks which are performed during routine inspection(s) on an as needed basis that may require minor disassembly and removal of available inspection covers for minor repairs, measurements, and adjustments including replacement of routine expendable parts, controls, switches and indicator lamps. Labor and/or Materials are to be included as indicated in this AGREEMENT.

MAJOR REPAIRS

Major repairs not included in this AGREEMENT; major repairs consist of the repair or replacement of moving parts, motor stators, motor rotors, and maintainable components that may have failed unexpectedly (except for those failures beyond VENDOR's control as stated in General Provisions). Major Repairs include dip and bake motor windings where applicable. Labor and/or Material is to be included as indicated in this AGREEMENT.

CLARIFICATION OF SERVICES

REFRIGERANT MATERIAL

Refer to attached maintenance schedule

REFRIGERANT LEAK REPAIR LABOR

Refrigerant leak repair labor not included as indicated in this AGREEMENT. Leak repair labor consists of tightening bolts and flange fittings, replacing gaskets, replacing O-rings and if necessary welding, soldering or brazing to stop leaks of components or any refrigerant piping on or between two or more pieces of equipment.

FIRESIDE & FLUE CLEANING

Fireside and flue cleaning is not included in this AGREEMENT. The fireside and flue passages are to be cleaned at the intervals indicated in this AGREEMENT for Boilers and Heating equipment.

TUBE REPAIRS- EVAPORATOR/COOLER WATER SIDE

Repair or replacement of tubes is not included in this AGREEMENT. For this service refer to the attached maintenance schedule

TUBE REPAIRS-AIR COOLED CONDENSOR

Repair or replacement not included in this AGREEMENT. This service covers the repair or replacement of condenser tubes or replacement of condenser coils that may have failed as a result stress or fatigue from the airside of the equipment.

DRIVE BELTS
Drive Belts for air handlers will follow the attached service schedule

LUBRICATION
Lubrication will follow the attached service schedule.

FILTERS
Filter maintenance will follow the attached service schedule.

CONTROLS
Controls and controls support are included in this AGREEMENT; VENDOR to provide **8** hours of control support annually in the form of training, over the course of the agreement. Training will be off site.

Note: VENDOR can provide at additional cost technical assistance from their staff of Control Engineers and Technicians. Backup services on DDC system program to retain (off site) a backup copy of DDC program and/or related software. Technical assistance can include but is not limited to: repair, replacement, engineering, operational or technical advice on the use of the controls and/or components. If remote access is necessary, the CITY shall provide the access to the control system through the use of its phone line and modem.

WINTERIZING
Seasonal Winterizing is not included in this AGREEMENT. Seasonal Winterizing as indicated in this AGREEMENT is to be included to prepare for winter operation by draining. Blow-drying or circulating anti-freeze (where applicable) will be performed at an additional cost.

Note: It may be necessary to install valves and fittings (not included herein) if not presently available.

NON DESTRUCTIVE TESTING SERVICES:

FLUE GAS ANALYSIS
Flue Gas Analysis is included in this AGREEMENT. VENDOR to provide Flue Gas Analysis will be performed on each of the five main boilers annually. The burners will be adjusted to allow for maximum efficiency's. The readings will be recorded and discussed with CITY personnel.

FIRESIDE & FLUE CLEANING
Fireside and flue cleaning is not included in this AGREEMENT. The fireside and flue passages are to be cleaned at the intervals indicated in the AGREEMENT for Boilers and Heating equipment.

OIL ANALYSIS
Oil analysis not included in this AGREEMENT. Oil Analysis will be provided as indicated in the AGREEMENT. After the completion of each analysis VENDOR shall interpret the results and provide a written report to the CITY including any recommendations for corrective action(s). If the recommended corrective action(s) are within the Scope of Service of this AGREEMENT,

VENDOR shall schedule and complete such action(s) and inspection includes the heat exchanger, Head Removal and Replacement by VENDOR only if indicated in this AGREEMENT.

NON DESTRUCTIVE TESTING REQUIREMENTS - WHEN NECESSARY:

1. Vibration: Initial baseline readings must be taken, testing will determine changes in base line reading that result from changing conditions or ware.

2. Balancing: Pulleys, belts, sheaves, and U-joints must be new or in new condition prior to balancing.

3. Oil Analysis: required samples must be taken while machine is in operation or within a short period of time there after. Samples must be collected in a clean container and must be immediately sealed to eliminate contamination. VENDOR responsible for collection and sample analysis and written report submitted back to the CITY.

4. Thermography: Systems to be tested must be in operation and operating in a fully loaded condition.

5. Boiler analysis: Boiler must be in operation and up to design operating temperatures.

6. Motor Insulation Testing: Motors to be tested must not be operating in a vacuum, submerged or in contact with conductive materials.

7. Eddy Current Testing: tubes that are to be tested must be free of all restrictions and cleaned prior to testing.

Fan Shaft Bearing Lubrication Instructions:

Lubrication Schedule

	Speed of Bearing (RPM)										Amount of Grease
	300	500	700	900	1100	1300	1500	1800	2400	2700	(ounces)
Shaft Size											
1 7/16	7220	4265	3000	2300	1850	1545	1315	1070	760	680	0.33
1 1/2	6775	4265	3000	2300	1850	1545	1315	1070	760	680	0.33
1 11/16	6775	3995	2800	2140	1715	1425	1210	980	690	595	0.35
1 3/4	6775	3995	2800	2140	1715	1425	1210	980	690	595	0.35
1 15/16	6400	3760	2630	2000	1600	1325	1120	900	625	535	0.37
2	6400	3760	2630	2000	1600	1325	1120	900	625	535	0.37
2 3/16	6070	3555	2475	1880	1495	1230	1040	830	565	480	0.45
2 7/16	5530	3215	2220	1670	1320	1075	900	705	465	385	0.67
2 1/2	5530	3215	2220	1670	1320	1075	900	705	465	385	0.67
2 11/16	5090	2935	2010	1495	1170	945	780	600	375	300	0.72
2 3/4	5090	2935	2010	1495	1170	945	780	600	375	300	0.72
2 15/16	5090	2935	2010	1495	1170	945	780	600	375	300	0.72

Lubricate with a Grade 2 lithium or non-soap base grease having an oil viscosity of 500-100 1000 SUS at 100 F.

Shaded area indicate relubrication intervals in operating hours.

For smaller fan shaft bearings operating 5,000 hours or less annually in normal duty application,

Shaft sizes of 1" to 1-3/8" lubricate annually with 2 to 3 full strokes with standard 6,000 psi grease gun.

Shaft sizes of 15/16" or less, lubricate annually with 1 to 2 full strokes with standard 6,000 psi grease gun.

Some suggested greases are: Amoco Rykon Premium Grease No. 2, Texaco Premium RB, Mobil Mobilith AW2, Shell Alvania Grease 2, Gulfcrown Grease No. 2, Shell Alvania # 2.

Do not over lubricate / clean excessive grease from bearings

Motor Bearing Lubrication Instructions

Motor Bearing Lubrication Instructions: Hours of Service per Year	**Suggested Re-lubrication Intervals**		
	Motor NEMA Frame Size		
5,000	**42 to 215T**	**254 to 326T**	**364 to 447T**
	5 years	**3 years**	**1 year**
Continuous Normal Application	**2 years**	**1 year**	**9 months**
Seasonal: motor idle for > 6 months	**1 year**	**1 year**	**1 year**
Continuous: High Temperature	**6 months**	**6 months**	**3 months**

Motors in NEMA 215 frame and smaller: Use 1 to 2 strokes

Motors in NEMA 254 thru 365 frame: Use 2 to 3 strokes

Motors in NEMA 404 frames and larger Use 3 to 4 strokes

Caution: Lubricate all motors at a standstill. On motors having drain plugs, remove grease drain plug and operate motor for 20 minutes before replacing drain plug.

ENVIRONMENTAL, HEALTH AND SAFETY

VENDOR is committed to conducting its operations in compliance with all environmental regulations. Environmental, health and safety goals include preventing incidents that harm the environment, accidental injury to its employees and visitors, and/or exposure to harmful chemical or physical agents. Goals also include the elimination of accidents that cause property loss, environmental damage, or result in the interruption of VENDOR responsibilities. To achieve these goals, environmental and safety rules and procedures will be enforced equally with production, quality, cost and ethical standards. Objective is to provide quality products and services while actively conserving natural resources. VENDOR believes that all accidents and undesirable environmental incidents are preventable. Furthermore, every job should be done safely and in an environmentally-sound manner. Realization of these goals and objectives will demand maximum effort from VENDOR.

VENDOR's responsibilities:

A. Create and maintain "Safety Awareness". Safety is everyone's responsibility, therefore make safety an integral part of every service job.
B. Strive to maintain a hazard-free work environment by requiring everyone to provide special attention to the equipment, processes and procedures utilized in the performance of work.
C. Provide for the safeguarding of employees while improving the effectiveness of quality assurance and customer satisfaction programs.
D. Ensure compliance with applicable standards, regulations and codes established by local, state and federal agencies (re: OSHA).
E. Utilize safety and health training, positive reinforcement techniques, identification, evaluation and correction of hazards and unsafe work procedures and performance to achieve regulatory compliance.
F. Provide VENDOR service operations with effective training based on both OSHA and VENDOR Safety Standards in the recognition, evaluation and control of hazards and dangerous work procedures and performances.
G. Establish safety kits to provide proper employee protective equipment for assigned tasks.
H. Establishment of procedures for natural disasters, fire and emergency situations, including safe locations, exit routes, methods for accounting for employees in natural disasters.

TERMS AND CONDITIONS:

1. **PAYMENT -** No invoices will be paid without the proper information attached. The City of Green River, Wyoming (CITY) is a TAX-EXEMPT entity (TAX ID # 83-6000065) therefore does not pay taxes. CITY reserves the right to pay invoices at a minimum of 45-calendar days.

2. **WORKING HOURS** – All services performed under this Agreement including major repairs, are to be provided during VENDOR's normal working hours unless otherwise agreed by CITY and VENDOR.

3. **ADDITIONAL SERVICE -** Services or parts requested by CITY in addition to those specified in this Agreement will be provided upon receipt of CITY's written authorization and invoiced at VENDOR labor rates and parts charges. Additional services or parts shall be supplied under the terms of this Agreement.

4. **EXCLUSIONS** – VENDOR is not responsible for items not normally subject to mechanical maintenance including but not limited to: duct work, casings, cabinets, fixtures, structural supports,

grillage, water piping, steam piping, drain piping, cooling tower fill, boiler tubes, boiler refractory, disconnect switches and circuit breakers. VENDOR is not responsible for repairs, replacements, alterations, additions, adjustments, repairs by others, unscheduled calls or emergency calls, any of which may be necessitated by negligent operation, abuse, misuse, prior improper maintenance, vandalism, obsolescence, building system design, damage due to freezing weather, chemical/electrochemical attack, corrosion, erosion, deterioration due to unusual wear and tear, any damage related to the presence of mold, fungi, mildew, or bacteria, or any other cause beyond VENDOR's control.

VENDOR is not responsible for the identification, detection, abatement, encapsulating or removal of asbestos, products or materials containing asbestos, similar hazardous substances, or mold, fungi, mildew, or bacteria. In the event that VENDOR encounters any asbestos product or any hazardous material in the course of performing its work, VENDOR may suspend its work and remove its employees from the project, until such product or material, and any hazards connected with it are abated. VENDOR shall receive an extension of time to complete its work and compensation for delays encountered as a result of such situation and its correction.

VENDOR shall not be required to perform tests, install any items of equipment or make modifications that may be recommended or directed by insurance companies, government, State, municipal or other authority. However, in the event any such recommendations occur, VENDOR at its option may submit a agreement for CITY's consideration in addition to this Agreement. VENDOR shall not be required to repair or replace equipment that has not been properly maintained.

5. **WARRANTY–** VENDOR warrants that all service provided under this Agreement shall be performed in a workmanlike manner. VENDOR also warrants all VENDOR parts or components supplied hereunder to be free from defects in material and workmanship. For parts or components determined to be defective within one year from date of installation or before the termination date of this Agreement, whichever is earlier, and in the case of service, determined to be defective within ninety (90) days of completion of that service, VENDOR shall repair, replace, or issue a credit, for any such parts, components or service, provided they were not damaged, abused, or affected by chemical properties. Any claim for defective workmanship must be provided to VENDOR in writing. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. VENDOR's obligations to repair, replace, or issue credit for any defective parts, components or service shall be CITY's exclusive remedy.

6. **PROPRIETARY RIGHTS–** During the term of this Agreement and in combination with certain services, VENDOR may elect to install, attach to CITY equipment, or provide portable devices (hardware and/or software) that shall remain the personal proprietary property of CITY. No devices installed, attached to real property or portable device(s) shall become a fixture of the CITY locations. CITY shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices which are used in connection with providing service on CITY equipment.

7. **DELAYS–** Delays caused by conditions beyond the reasonable control of either party shall not be the liability of either party to this Agreement.

8. **CITY RESPONSIBILITIES:**

- Provide a safe work environment.

- Permit access to CITY sites, and use of building services including but not limited to: water, elevators, receiving dock facilities, electrical service and local telephone service.
- Keep areas adjacent to equipment free of extraneous material, move any stock, fixtures, walls or partitions that may be necessary to perform the specified service.
- Promptly notify VENDOR of any unusual operating conditions.
- Upon agreement of a timely mutual schedule, allow VENDOR to stop and start equipment necessary to perform service.
- Provide adequate water treatment.
- Provide the daily routine equipment operation (if not part of this Agreement) including availability of routine equipment log readings.
- Where VENDOR's remote monitoring service is provided, provide and maintain a telephone line with long distance direct dial and answer capability.
- Operate the equipment properly and in accordance with instructions.
- Promptly address any issues that arise related to mold, fungi, mildew or bacteria.

9. **EQUIPMENT CONDITION & RECOMMENDED SERVICE–** Upon the initial scheduled operating and/or initial annual stop inspection, should VENDOR determine the need for repairs or replacement, VENDOR will provide CITY in writing an 'equipment condition' report including recommendations for corrections and the price for repairs in addition to this Agreement. In the event VENDOR recommends certain services (that are not included herein or upon initial inspection) and if CITY does not elect to have such services properly performed in a timely fashion, VENDOR shall not be responsible for any equipment or control failures, operability or any long-term damage that may result. VENDOR at its option will either continue to maintain equipment and/or controls to the best of its ability, without any responsibility, or remove such equipment from this Agreement, adjusting the price accordingly.

10. **CITY TERMINATION** – CITY shall have the right to terminate this Agreement for VENDOR's non-performance provided VENDOR fails to cure such non-performance within 30 calendar days after having been given prior written notice of the non-performance. Upon early termination or expiration of this Agreement, VENDOR shall have free access to enter CITY locations to disconnect and remove any VENDOR proprietary property or devices as well as remove any and all VENDOR owned parts, tools and personal property. Additionally, CITY agrees to pay VENDOR for all incurred but unamortized service costs performed by VENDOR including overheads and a reasonable profit.

11. **VENDOR TERMINATION** – VENDOR reserves the right to discontinue its service any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between CITY and VENDOR.

12. **WASTE DISPOSAL–** VENDOR is wholly responsible for the removal and proper disposal of waste oil, refrigerant and any other material generated during the term of this Agreement.

13. **MUTUAL DISCLAIMER** - Neither party shall be liable to the other for any special, indirect, incidental, consequential, punitive or exemplary damages, including, but not limited to, lost profits, even if such party has knowledge of the possibility of such damages.

14. **GOVERNMENT PROCUREMENTS-** VENDOR offers standard commercial items which may not comply with Government specifications. VENDOR does not comply with the Cost Accounting Standards (CAS) or with the Federal Acquisition Regulations (FAR). In no event shall VENDOR provide any Cost or Pricing Data in connection with this Agreement or subsequent modifications.

15. **SUPERSEDURE, ASSIGNMENT and MODIFICATION-** This Agreement contains the complete and exclusive statement of the agreement between the parties and supersedes all previous or contemporaneous, oral or written, statements. CITY may assign this Agreement only with VENDOR's prior written consent. No modification to this Agreement shall be binding unless in writing and signed by both parties.

16. **SERVICE MEETING** - Under the terms of this Agreement it will be required that a representative from the VENDOR meet with CITY officials after the Agreement has been signed and approved in order to discuss procedures for service, the terms of the Agreement and any other questions either party may have. This will be considered an introductory meeting.

17. **INSURANCE** - The VENDOR shall furnish and keep in force for the life of this Agreement the following insurance coverage:

a. All insurance must be maintained at the VENDOR's expense.
b. Workers' Compensation coverage and Wyoming unemployment insurance (per Wyoming law).
c. VENDOR's General Liability insurance must be maintained at VENDOR's expense.
d. Broad form Commercial General Liability coverage written on a "per occurrence" basis and with an aggregate cap no less than $1,000,000.
e. Automobile Liability Coverage, including coverage for owned, hired or borrowed auto: $1,000,000 CSL
f. Umbrella or Excess Liability coverage following form of underlying General and Automobile Liability coverage: $1,000,000 CSL (Note: existence of umbrella coverage may serve to satisfy underlying limits for Automobile and General Liability.)

All required insurance shall be certified by a duly authorized representative of the insurer(s). Properly executed certificates signifying adequate coverage in effect for the duration of the contract with renewal certificates issued no less than 30 calendar days prior to expiration of a policy period, must be submitted with the agreement and on file with CITY prior to commencement of an Agreement.

The VENDOR agrees to be responsible for, and to protect, save harmless, and indemnify the CITY and its employees from and against all loss, damage, cost and expense (including attorney's fees) suffered or sustained by the CITY or for which the CITY may be held or become liable by reason of injury (including death) to persons or property or other causes whatsoever, in connection with the operations of the VENDOR under this Agreement.

18. **CONTACT INFORMATION -**

Under no circumstances shall any service calls be received by the VENDOR by any source other than those persons listed below. The VENDOR shall make no plans to repair any item for the CITY without the explicit permission of one of the following:

a. Brad Raney, Director of Parks & Recreation, 307-872-6147
b. Doug Stewart, Parks, Faculties Project Manager, 307-872-6153
c. Mike Tollefson, Parks Maintenance Operator, 307-870-6453

19. **SERVICE RESPONSE TIME -**

All calls for service shall be returned within one (1) business day. All emergency service work must commence within six (6) hours of receiving the request for service from the CITY. Service must be provided on a 24 hour per day, 7 day per week basis. If the VENDOR fails to respond in the required time period, this may be grounds for cancellation of this Agreement. The successful VENDOR must provide at least two contact telephone numbers and E-Mail Addresses.

Emergency repairs clarification: What is deemed as an emergency repair; anytime a change or loss of service could result in a danger to or loss of life, or where damages to equipment or property could result from no action being taken.

Minor repairs clarification: What is deemed as a minor repair: For the purpose of this clarification minor repairs are items not covered in any other portion of the request for agreement and are for items which are generally small in nature and do not require a significant amount of time or resources. An example is a repair of gaskets on valves,

Refrigeration percentage clarification: What is deemed as refrigeration percentage; 5% loss needs to be taken care of by the VENDOR on an annual basis.

20. **EXTENSION OF CONTRACT -**

This contract may be extended by CITY for two additional one year periods under the terms and conditions of the original contract. Such written notice shall be given at least 45 calendar days prior to the expiration date of each contract period. If CITY elects to exercise this option to extend the contract for an additional one-year period, the contract price(s) for the additional year shall be the contract prices of the original contract.

In signing this agreement, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit an agreement; that this Agreement has been independently arrived at without collusion with any other contractor, competitor or potential competitor; that this Agreement has not been knowingly disclosed prior to the opening to any other contractor or competitor; that the above statement is accurate under penalty of perjury.

The undersigned, submitting this Agreement, hereby agrees with all the terms, conditions, and specifications required by in this Request for Agreement, Agreement Form and its Attachments and declares that the attached Agreement and pricing are in conformity therewith.

Name	Title
Signature	Company

Address: (Street, City, State, Zip Code)

Telephone	FAX	E-Mail Address

Date

(SEAL)

ATTEST:

Name:

Title:

ATTACHMENT A – CONTACT INFORMATION

For service calls Monday through Friday, between 8:00 A.M. and 5:00 P.M., exclusive of holidays, the contact person will be:

Primary Contact: _____

Person's title: _____

Person's telephone #(s): _____

Secondary Contact: _____

Person's title: _____

Person's telephone #(s): _____

All calls must be returned within one (1) hour.

REQUIRED AFTER HOURS/SATURDAY/SUNDAY/HOLIDAY CALLS

For emergency calls Monday through Friday, between 5:00 P.M. and 8:00 A.M. and Saturday, Sunday and legal Holidays, the contact person(s) will be:

Primary Contact: _____

Person's title: _____

Person's telephone #(s): _____

Secondary Contact: _____

Person's title: _____

Person's telephone #(s): _____

All calls must be returned within one (1) hour.

TACHMENT D - CONFLICT OF INTEREST DISCLOSURE

The purpose of this questionnaire is to disclose any interests or affiliations that you or members of your immediate family (i.e., spouse, child, parent, sibling, in-law, or any person living in the same household) may have that, when considered in light of your relationship with the City which may create a conflict of interest. A conflict of interest exists (1) when an individual is in a position where he or she may obtain an improper gain or advantage as a result of his or her activities on behalf of the City; or (2) when he or she is in a position where he/she may have to choose whether to advance his/her own interests (or those of another) rather than the interests of City. Conflicts of interest do not necessarily involve intentional wrongdoing, but can result from a combination of completely innocent circumstances. Although it is impossible to list every circumstance that may cause conflicts of interest, a number of potential problem areas are outlined below. Please indicate under each numbered heading any possible or potential conflict of interest that you may have, or write "None" where applicable.

1. Please disclose any affiliation, whether direct or indirect, that constitutes a source of income or credit to your company, the Board of Directors and/or the employees of the contractor or members immediate their family, which might reasonably be deemed to involve a possible conflict of interest between you and the City, including, but not limited to, a proprietorship, partnership, stock, ownership of a non-publicly-owned corporation's outstanding shares or other securities, or any employment, indebtedness, or contractual relationship with any such entity.
2. Please disclose all business corporate or other organizational directorships or official positions held by your company, the Board of Directors and/or employees of the contractor or members immediate their family.
3. Please disclose all charitable corporate or other organizational directorships or official positions held by your company, the Board of Directors and/or employees of the contractor or members immediate their family.
4. Please disclose all relationships and affiliations held by you or by any member of your immediate family which might reasonably be deemed to be within the spirit (if not the letter) of the foregoing questions, bearing in mind that the purpose of this questionnaire is to enable you and the City to protect you from the consequences of a real or apparent conflict of interest. Our goal is to avoid both actual impropriety and the appearance of impropriety.

Name of Individual	Explanation of Conflict

Revised: May 6, 2010, Updated May 3, 2016

City of Green River, Wyoming
Request for Proposals (RFP)
HVAC maintenance services agreement

The City of Green River is seeking Request for Proposals for the following buildings and facilities:

Green River City Hall
Pavilion on Expedition Island Park
Animal Control Building
Police Department Building

The work to be performed for this RFP is noted in the General Requirements, Terms and Conditions, Clarification of Services, and Non-Destructive Testing Services. Each of the 4 city buildings and facilities HVAC maintenance services are itemized by an Equipment and/or Controls Device List, Service Agreement Summary, and Task Action List. Vendor is noted as VENDOR and the City of Green River is noted as CITY in this RFP.

These specifications include:

A. General Requirements
B. Clarification of Services
C. Non Destructive Testing Services
D. Non Destructive Testing Services / When Necessary
E. Task Action List
F. Tasks to be performed
G. Environmental Health and Safety
H. Terms and Conditions
I. Proposal Form
J. Attachment A – Company information
K. Attachment B – Contact information
L. Attachment C – Reference information
M. Attachment D – Conflict of interest form

Please read through the entire RFP before your submittal. If you have questions relating to the required information or you need clarification, please contact:

Brad Raney
Parks and Recreation Director
Phone: (307) 872-6147
E-Mail: braney@cityofgreenriver.org

GENERAL REQUIREMENTS

a. All work shall comply in every respect with the Building Laws, City Regulations, Code Requirements (City, State or National) and the requirements of the Wyoming prevailing state safety regulations as they pertain to local governments.
b. The VENDOR shall obtain and pay for all permits, licenses, etc., as may be necessary or required for the completion of the work. The VENDOR and the CITY will work closely together to obtain CITY building permits and any other permits necessary as a part of this Agreement (if applicable).
c. All equipment, materials, etc., specified to be removed from the site shall become the property of the VENDOR, unless otherwise stated.
d. All service repair work will be left in a clean safe and workable condition.
e. VENDOR shall ONLY service what they are instructed to (per the maintenance services agreement)
f. If there are any questions regarding service work that is to be done, it will be the responsibility of the VENDOR to contact the designated CITY representative and request clarification before proceeding.
g. It will be required that the VENDOR diagnose any problem(s) and notifies the designated CITY representative prior to initiating any service work outside the scope of the Agreement.
h. The VENDOR must work as quickly and efficiently as is possible. All service and/or repairs are to be first class quality.
i. By executing this Agreement the VENDOR represents that he has familiarized himself with the local conditions under which the work is to be performed.
j. In the event of accidental site damage, it will be the responsibility of the VENDOR to return the site to its original condition at no cost to the CITY.
k. If temporary repairs are needed due to an emergency, the VENDOR is instructed to do so at the direction the CITY's designated representative.
l. All permanent repairs must be made as soon as possible. This must be done within five (5) calendar days after the problem has been diagnosed and approval to proceed by the CITY has been given.
m. It will be the responsibility of the VENDOR to leave the area in a clean, "broom swept" state. VENDOR's employees must remove all debris generated while conducting service and/or making repairs.

PERSONNEL

Under this agreement: All services will be performed using professionally trained personnel who are specialists in the Heating, Air Conditioning, Ventilation, Pneumatic and Digital Control systems service and maintenance.

EMERGENCY SERVICES

Emergency service will be provided: 24 hours per day, 365 days per year with a 6 hour maximum response time.

REPORTS

A detailed customer service report (CSR) for each inspection will be delivered to the CITY upon completion of each maintenance and/or inspection visit. This report will include any equipment log readings taken during inspection and will include when applicable recommendations as to: The condition of equipment, any necessary repairs or replacement of defective parts, recommendations to improve system performance, reliability, and operating efficiency.

EMERGENCY CALLS (Unscheduled Service)

Emergency Calls shall be provided when necessary to diagnose problems and perform minor adjustments between scheduled inspections. Service calls will be completed during normal business hours and within 6 hours that the work order/call was made. VENDOR to work with

CITY on mutually agreed upon unscheduled service calls (ex: during freezing periods). Nuisance calls in which no problem exists or calls in which the problem is not with the covered equipment will be considered repair services and will be billable.

REPAIR SERVICES

Additional Repair services not covered under this agreement will be performed only upon proper authorization from the CITY. All additional work performed over and above this agreement will be at an additional charge to CITY and will be quoted with a written proposal.

MINOR REPAIRS

Minor repairs are included in this AGREEMENT; minor repairs shall consist of tasks which are performed during routine inspection(s) on an as needed basis that may require minor disassembly and removal of available inspection covers for minor repairs, measurements, and adjustments including replacement of routine expendable parts, controls, switches and indicator lamps. Labor and/or Materials are to be included as indicated in this AGREEMENT.

MAJOR REPAIRS

Major repairs not included in this AGREEMENT; major repairs consist of the repair or replacement of moving parts, motor stators, motor rotors, and maintainable components that may have failed unexpectedly (except for those failures beyond VENDOR's control as stated in General Provisions). Major Repairs include dip and bake motor windings where applicable. Labor and/or Material is to be included as indicated in this AGREEMENT.

CLARIFICATION OF SERVICES

REFRIGERANT MATERIAL

The percent of refrigerant material indicated in this AGREEMENT is to be the percent of chiller's design refrigerant charge provided per year. The refrigerant provided is to be for the performance of any Major Operating Inspection(s), Routine Operating Inspection(s), Annual Preventive Maintenance, Multi-year Preventive Maintenance or any Repair Service tasks so indicated on the Service Summary Sheet(s) herein.

REFRIGERANT LEAK REPAIR LABOR

Refrigerant leak repair labor not included as indicated in this AGREEMENT. Leak repair labor consists of tightening bolts and flange fittings, replacing gaskets, replacing O-rings and if necessary welding, soldering or brazing to stop leaks of components or any refrigerant piping on or between two or more pieces of equipment.

FIRESIDE & FLUE CLEANING

Fireside and flue cleaning is not included in this AGREEMENT. The fireside and flue passages are to be cleaned at the intervals indicated in this AGREEMENT for Boilers and Heating equipment.

TUBE REPAIRS- EVAPORATOR/COOLER WATER SIDE

Repair or replacement of tubes is not included in this AGREEMENT. This service covers the repair or replacement of tubes that may have failed resulting from the waterside of the equipment heat exchanger.

TUBE REPAIRS-AIR COOLED CONDENSOR

Repair or replacement not included in this AGREEMENT. This service covers the repair or replacement of condenser tubes or replacement of condenser coils that may have failed as a result stress or fatigue from the airside of the equipment.

DRIVE BELTS

Drive Belts for air handlers are included in this AGREEMENT. VENDOR to provide, install and align drive belts on supply, relief and return fans. VENDOR to provide for a single drive belt change every other year (in even years) for the equipment listed in the equipment schedule. This belt change is to insure that there will not be any premature failure and/or ware of the drive belt's, pulleys or sheaves. Drive Belts for exhaust fans are included in this AGREEMENT. VENDOR to provide, install and align drive belts on building exhaust fans. VENDOR to provide for a single drive belt change annually for the equipment listed in the equipment schedule.

Note: When Belts are not included or if additional drive belt changes are necessary those belt changes will be in addition to this agreement and invoiced separately.

LUBRICATION

Lubrication is included in this AGREEMENT. Under this agreement VENDOR will provide lubrication services as indicated in this AGREEMENT. Lubrication will be performed in accordance to manufactures recommendations, or enclosed lubrication schedule.

FILTERS

Filters are not included in this AGREEMENT (filters for all buildings to be provided by CITY); VENDOR to notify CITY when any filters are in need of being replaced. Filter replacement will be performed **per the equipment schedule** to maintain reliability and the maximum operating efficiency of the mechanical equipment.

CONTROLS

Controls and controls support are included in this AGREEMENT; VENDOR to provide **16** hours of control support annually in the form of training, over the course of the agreement. Training will be off site.

Note: VENDOR can provide at additional cost technical assistance from their staff of Control Engineers and Technicians. Backup services on DDC system program to retain (off site) a backup copy of DDC program and/or related software. Technical assistance can include but is not limited to: repair, replacement, engineering, operational or technical advice on the use of the controls and/or components. If remote access is necessary, the CITY shall provide the access to the control system through the use of its phone line and modem.

WINTERIZING

Seasonal Winterizing is not included in this AGREEMENT. Seasonal Winterizing as indicated in this AGREEMENT is to be included to prepare for winter operation by draining. Blow-drying or circulating anti-freeze (where applicable) will be performed at an additional cost.

Note: It may be necessary to install valves and fittings (not included herein) if not presently available.

NON DESTRUCTIVE TESTING SERVICES:

FLUE GAS ANALYSIS

Flue Gas Analysis is included in this AGREEMENT. VENDOR to provide Flue Gas Analysis will be performed on each of the five main boilers annually. The burners will be adjusted to allow for maximum efficiency's. The readings will be recorded and discussed with CITY personnel.

FIRESIDE & FLUE CLEANING

Fireside and flue cleaning is not included in this AGREEMENT. The fireside and flue passages are to be cleaned at the intervals indicated in the AGREEMENT for Boilers and Heating equipment.

OIL ANALYSIS

Oil analysis not included in this AGREEMENT. Oil Analysis will be provided as indicated in the AGREEMENT. After the completion of each analysis VENDOR shall interpret the results and provide a written report to the CITY including any recommendations for corrective action(s). If the recommended corrective action(s) are within the Scope of Service of this AGREEMENT, VENDOR shall schedule and complete such action(s) and inspection includes the heat exchanger, Head Removal and Replacement by VENDOR only if indicated in this AGREEMENT.

NON DESTRUCTIVE TESTING REQUIREMENTS - WHEN NECESSARY:

1. Vibration: Initial baseline readings must be taken, testing will determine changes in base line reading that result from changing conditions or ware.

2. Balancing: Pulleys, belts, sheaves, and U-joints must be new or in new condition prior to balancing.

3. Oil Analysis: required samples must be taken while machine is in operation or within a short period of time there after. Samples must be collected in a clean container and must be immediately sealed to eliminate contamination. VENDOR responsible for collection and sample analysis and written report submitted back to the CITY.

4. Thermography: Systems to be tested must be in operation and operating in a fully loaded condition.

5. Boiler analysis: Boiler must be in operation and up to design operating temperatures.

6. Motor Insulation Testing: Motors to be tested must not be operating in a vacuum, submerged or in contact with conductive materials.

7. Eddy Current Testing: tubes that are to be tested must be free of all restrictions and cleaned prior to testing.

Fan Shaft Bearing Lubrication Instructions:

Lubrication Schedule

Shaft Size	Speed of Bearing (RPM) 300	500	700	900	1100	1300	1500	1800	2400	2700	Amount of Grease (ounces)
1 7/16	7220	4265	3000	2300	1850	1545	1315	1070	760	680	0.33
1 1/2	6775	4265	3000	2300	1850	1545	1315	1070	760	680	0.33
1 11/16	6775	3995	2800	2140	1715	1425	1210	980	690	595	0.35
1 3/4	6775	3995	2800	2140	1715	1425	1210	980	690	595	0.35
1 15/16	6400	3760	2630	2000	1600	1325	1120	900	625	535	0.37
2	6400	3760	2630	2000	1600	1325	1120	900	625	535	0.37
2 3/16	6070	3555	2475	1880	1495	1230	1040	830	565	480	0.45
2 7/16	5530	3215	2220	1670	1320	1075	900	705	465	385	0.67
2 1/2	5530	3215	2220	1670	1320	1075	900	705	465	385	0.67
2 11/16	5090	2935	2010	1495	1170	945	780	600	375	300	0.72
2 3/4	5090	2935	2010	1495	1170	945	780	600	375	300	0.72
2 15/16	5090	2935	2010	1495	1170	945	780	600	375	300	0.72

Lubricate with a Grade 2 lithium or non-soap base grease having an oil viscosity of 500-100 1000 SUS at 100 F.

Shaded area indicate relubrication intervals in operating hours.

For smaller fan shaft bearings operating 5,000 hours or less annually in normal duty application,

Shaft sizes of 1" to 1-3/8" lubricate annually with 2 to 3 full strokes with standard 6,000 psi grease gun.

Shaft sizes of 15/16" or less, lubricate annually with 1 to 2 full strokes with standard 6,000 psi grease gun.

Some suggested greases are: Amoco Rykon Premium Grease No. 2, Texaco Premium RB, Mobil Mobilith AW2, Shell Alvania Grease 2, Gulfcrown Grease No. 2, Shell Alvania # 2.

Do not over lubricate / clean excessive grease from bearings

Motor Bearing Lubrication Instructions

Motor Bearing Lubrication Instructions: Hours of Service per Year	Suggested Re-lubrication Intervals		
	Motor NEMA Frame Size		
5,000	42 to 215T	254 to 326T	364 to 447T
	5 years	3 years	1 year
Continuous Normal Application	2 years	1 year	9 months
Seasonal: motor idle for > 6 months	1 year	1 year	1 year
Continuous: High Temperature	6 months	6 months	3 months

Motors in NEMA 215 frame and smaller: Use 1 to 2 strokes

Motors in NEMA 254 thru 365 frame: Use 2 to 3 strokes

Motors in NEMA 404 frames and larger Use 3 to 4 strokes

Caution: Lubricate all motors at a standstill. On motors having drain plugs, remove grease drain plug and operate motor for 20 minutes before replacing drain plug.

ENVIRONMENTAL, HEALTH AND SAFETY

VENDOR is committed to conducting its operations in compliance with all environmental regulations. Environmental, health and safety goals include preventing incidents that harm the environment, accidental injury to its employees and visitors, and/or exposure to harmful chemical or physical agents. Goals also include the elimination of accidents that cause property loss, environmental damage, or result in the interruption of VENDOR responsibilities. To achieve these goals, environmental and safety rules and procedures will be enforced equally with production, quality, cost and ethical standards. Objective is to provide quality products and services while actively conserving natural resources. VENDOR believes that all accidents and undesirable environmental incidents are preventable. Furthermore, every job should be done safely and in an environmentally-sound manner. Realization of these goals and objectives will demand maximum effort from VENDOR.

VENDOR's responsibilities:

A. Create and maintain "Safety Awareness". Safety is everyone's responsibility, therefore make safety an integral part of every service job.
B. Strive to maintain a hazard-free work environment by requiring everyone to provide special attention to the equipment, processes and procedures utilized in the performance of work.
C. Provide for the safeguarding of employees while improving the effectiveness of quality assurance and customer satisfaction programs.
D. Ensure compliance with applicable standards, regulations and codes established by local, state and federal agencies (re: OSHA).
E. Utilize safety and health training, positive reinforcement techniques, identification, evaluation and correction of hazards and unsafe work procedures and performance to achieve regulatory compliance.
F. Provide VENDOR service operations with effective training based on both OSHA and VENDOR Safety Standards in the recognition, evaluation and control of hazards and dangerous work procedures and performances.
G. Establish safety kits to provide proper employee protective equipment for assigned tasks.
H. Establishment of procedures for natural disasters, fire and emergency situations, including safe locations, exit routes, methods for accounting for employees in natural disasters.

TERMS AND CONDITIONS:

1. **PAYMENT -** No invoices will be paid without the proper information attached. The City of Green River, Wyoming (CITY) is a TAX-EXEMPT entity (TAX ID # 83-6000065) therefore does not pay taxes. CITY reserves the right to pay invoices at a minimum of 45-calendar days.

2. **WORKING HOURS –** All services performed under this Agreement including major repairs, are to be provided during VENDOR's normal working hours unless otherwise agreed by CITY and VENDOR.

3. **ADDITIONAL SERVICE -** Services or parts requested by CITY in addition to those specified in this Agreement will be provided upon receipt of CITY's written authorization and invoiced at VENDOR labor rates and parts charges. Additional services or parts shall be supplied under the terms of this Agreement.

4. **EXCLUSIONS –** VENDOR is not responsible for items not normally subject to mechanical maintenance including but not limited to: duct work, casings, cabinets, fixtures, structural supports,

grillage, water piping, steam piping, drain piping, cooling tower fill, boiler tubes, boiler refractory, disconnect switches and circuit breakers. VENDOR is not responsible for repairs, replacements, alterations, additions, adjustments, repairs by others, unscheduled calls or emergency calls, any of which may be necessitated by negligent operation, abuse, misuse, prior improper maintenance, vandalism, obsolescence, building system design, damage due to freezing weather, chemical/electrochemical attack, corrosion, erosion, deterioration due to unusual wear and tear, any damage related to the presence of mold, fungi, mildew, or bacteria, or any other cause beyond VENDOR's control.

VENDOR is not responsible for the identification, detection, abatement, encapsulating or removal of asbestos, products or materials containing asbestos, similar hazardous substances, or mold, fungi, mildew, or bacteria. In the event that VENDOR encounters any asbestos product or any hazardous material in the course of performing its work, VENDOR may suspend its work and remove its employees from the project, until such product or material, and any hazards connected with it are abated. VENDOR shall receive an extension of time to complete its work and compensation for delays encountered as a result of such situation and its correction.

VENDOR shall not be required to perform tests, install any items of equipment or make modifications that may be recommended or directed by insurance companies, government, State, municipal or other authority. However, in the event any such recommendations occur, VENDOR at its option may submit a proposal for CITY's consideration in addition to this Agreement. VENDOR shall not be required to repair or replace equipment that has not been properly maintained.

5. **WARRANTY–** VENDOR warrants that all service provided under this Agreement shall be performed in a workmanlike manner. VENDOR also warrants all VENDOR parts or components supplied hereunder to be free from defects in material and workmanship. For parts or components determined to be defective within one year from date of installation or before the termination date of this Agreement, whichever is earlier, and in the case of service, determined to be defective within ninety (90) days of completion of that service, VENDOR shall repair, replace, or issue a credit, for any such parts, components or service, provided they were not damaged, abused, or affected by chemical properties. Any claim for defective workmanship must be provided to VENDOR in writing. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. VENDOR's obligations to repair, replace, or issue credit for any defective parts, components or service shall be CITY's exclusive remedy.

6. **PROPRIETARY RIGHTS–** During the term of this Agreement and in combination with certain services, VENDOR may elect to install, attach to CITY equipment, or provide portable devices (hardware and/or software) that shall remain the personal proprietary property of CITY. No devices installed, attached to real property or portable device(s) shall become a fixture of the CITY locations. CITY shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices which are used in connection with providing service on CITY equipment.

7. **DELAYS–** Delays caused by conditions beyond the reasonable control of either party shall not be the liability of either party to this Agreement.

8. **CITY RESPONSIBILITIES:**

- Provide a safe work environment.

- Permit access to CITY sites, and use of building services including but not limited to: water, elevators, receiving dock facilities, electrical service and local telephone service.
- Keep areas adjacent to equipment free of extraneous material, move any stock, fixtures, walls or partitions that may be necessary to perform the specified service.
- Promptly notify VENDOR of any unusual operating conditions.
- Upon agreement of a timely mutual schedule, allow VENDOR to stop and start equipment necessary to perform service.
- Provide adequate water treatment.
- Provide the daily routine equipment operation (if not part of this Agreement) including availability of routine equipment log readings.
- Where VENDOR's remote monitoring service is provided, provide and maintain a telephone line with long distance direct dial and answer capability.
- Operate the equipment properly and in accordance with instructions.
- Promptly address any issues that arise related to mold, fungi, mildew or bacteria.

9. **EQUIPMENT CONDITION & RECOMMENDED SERVICE–** Upon the initial scheduled operating and/or initial annual stop inspection, should VENDOR determine the need for repairs or replacement, VENDOR will provide CITY in writing an 'equipment condition' report including recommendations for corrections and the price for repairs in addition to this Agreement. In the event VENDOR recommends certain services (that are not included herein or upon initial inspection) and if CITY does not elect to have such services properly performed in a timely fashion, VENDOR shall not be responsible for any equipment or control failures, operability or any long-term damage that may result. VENDOR at its option will either continue to maintain equipment and/or controls to the best of its ability, without any responsibility, or remove such equipment from this Agreement, adjusting the price accordingly.

10. **CITY TERMINATION –** CITY shall have the right to terminate this Agreement for VENDOR's non-performance provided VENDOR fails to cure such non-performance within 30 calendar days after having been given prior written notice of the non-performance. Upon early termination or expiration of this Agreement, VENDOR shall have free access to enter CITY locations to disconnect and remove any VENDOR proprietary property or devices as well as remove any and all VENDOR owned parts, tools and personal property. Additionally, CITY agrees to pay VENDOR for all incurred but unamortized service costs performed by VENDOR including overheads and a reasonable profit.

11. **VENDOR TERMINATION –** VENDOR reserves the right to discontinue its service any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between CITY and VENDOR.

12. **WASTE DISPOSAL–** VENDOR is wholly responsible for the removal and proper disposal of waste oil, refrigerant and any other material generated during the term of this Agreement.

13. **MUTUAL DISCLAIMER** - Neither party shall be liable to the other for any special, indirect, incidental, consequential, punitive or exemplary damages, including, but not limited to, lost profits, even if such party has knowledge of the possibility of such damages.

14. **GOVERNMENT PROCUREMENTS-** VENDOR offers standard commercial items which may not comply with Government specifications. VENDOR does not comply with the Cost Accounting Standards (CAS) or with the Federal Acquisition Regulations (FAR). In no event shall VENDOR provide any Cost or Pricing Data in connection with this Agreement or subsequent modifications.

15. **SUPERSEDURE, ASSIGNMENT and MODIFICATION-** This Agreement contains the complete and exclusive statement of the agreement between the parties and supersedes all previous or contemporaneous, oral or written, statements. CITY may assign this Agreement only with VENDOR's prior written consent. No modification to this Agreement shall be binding unless in writing and signed by both parties.

16. **SERVICE MEETING** - Under the terms of this Agreement it will be required that a representative from the VENDOR meet with CITY officials after the Agreement has been signed and approved in order to discuss procedures for service, the terms of the Agreement and any other questions either party may have. This will be considered an introductory meeting.

17. **INSURANCE** - The VENDOR shall furnish and keep in force for the life of this Agreement the following insurance coverage:

a. All insurance must be maintained at the VENDOR's expense.
b. Workers' Compensation coverage and Wyoming unemployment insurance (per Wyoming law).
c. VENDOR's General Liability insurance must be maintained at VENDOR's expense.
d. Broad form Commercial General Liability coverage written on a "per occurrence" basis and with an aggregate cap no less than $1,000,000.
e. Automobile Liability Coverage, including coverage for owned, hired or borrowed auto: $1,000,000 CSL
f. Umbrella or Excess Liability coverage following form of underlying General and Automobile Liability coverage: $1,000,000 CSL (Note: existence of umbrella coverage may serve to satisfy underlying limits for Automobile and General Liability.)

All required insurance shall be certified by a duly authorized representative of the insurer(s). Properly executed certificates signifying adequate coverage in effect for the duration of the contract with renewal certificates issued no less than 30 calendar days prior to expiration of a policy period, must be submitted with the proposal and on file with CITY prior to commencement of an Agreement.

The VENDOR agrees to be responsible for, and to protect, save harmless, and indemnify the CITY and its employees from and against all loss, damage, cost and expense (including attorney's fees) suffered or sustained by the CITY or for which the CITY may be held or become liable by reason of injury (including death) to persons or property or other causes whatsoever, in connection with the operations of the VENDOR under this Agreement.

18. **CONTACT INFORMATION -**

Under no circumstances shall any service calls be received by the VENDOR by any source other than those persons listed below. The VENDOR shall make no plans to repair any item for the CITY without the explicit permission of one of the following:

a. Brad Raney, Director of Parks & Recreation, 307-872-6147
b. Doug Stewart, Parks, Faculties Project Manager, 307-872-6153
c. Mike Tollefson, Parks Maintenance Operator, 307-870-6453

19. **SERVICE RESPONSE TIME -**

All calls for service shall be returned within one (1) business day. All emergency service work must commence within six (6) hours of receiving the request for service from the CITY. Service must be provided on a 24 hour per day, 7 day per week basis. If the VENDOR fails to respond in the required time period, this may be grounds for cancellation of this Agreement. The successful VENDOR must provide at least two contact telephone numbers and E-Mail Addresses.

Emergency repairs clarification: What is deemed as an emergency repair; anytime a change or loss of service could result in a danger to or loss of life, or where damages to equipment or property could result from no action being taken.

Minor repairs clarification: What is deemed as a minor repair: For the purpose of this clarification minor repairs are items not covered in any other portion of the request for proposal and are for items which are generally small in nature and do not require a significant amount of time or resources. An example is a repair of gaskets on valves,

Refrigeration percentage clarification: What is deemed as refrigeration percentage; 5% loss needs to be taken care of by the VENDOR on an annual basis.

20. **EXTENSION OF CONTRACT -**

This contract may be extended by CITY for two additional one year periods under the terms and conditions of the original contract. Such written notice shall be given at least 45 calendar days prior to the expiration date of each contract period. If CITY elects to exercise this option to extend the contract for an additional one-year period, the contract price(s) for the additional year shall be the contract prices of the original contract.

21. **MANDATORY PRE-PROPOSAL MEETING -**

All VENDORS interested in submitting a proposal on this maintenance services contract must attend a mandatory pre-proposal meeting located at Green River City Hall, 50 East 2nd North, Green River, Wyoming, 82935, in the Multi-Purpose Room, 1st Floor, at 10:00 am, on Wednesday May 25, 2016 . If a Vendor cannot make this meeting an appointment may be set up for a different time by contacting Brad Raney (307)872-6147. The meeting will include a tour of the four facilities/buildings that are included in this scope of work.

22. METHOD OF AWARD, LOWEST QUALIFIED PROPOSER -

Proposals will be compared on the basis of the experience and competence of the VENDOR and on the basis of the totals of the quantities listed in the proposal under the enumerated items, at the unit prices or lump sums for these items. The contract will be awarded to the lowest responsible and eligible proposer. However, the CITY may reject any or all proposals if it is in the public interest to do so. The term "lowest qualified total proposal amount" shall mean the VENDOR whose entire proposal is the lowest of those possessing the skill, ability and integrity necessary for the faithful performance of the work.

The awarding of this proposal is dependent on approval of funding by the CITY. The CITY reserves the right to reject any and all proposals and to cancel the RFP at any time it deems to be in the best interest of the CITY.

23. PROPOSAL INFORMATION

The VENDOR will provide cost amounts for the itemized services requested for each building according to the proposal form. The bid award will be a minimum of items 1-2 at each building selected by the CITY and may also include items in 3 on the proposal form. The CITY may elect to have their employees' complete items in 3.

To be considered proposals must contain at a minimum the following:

a. Proposal Form
b. Attachment A – Company information
c. Attachment B – Contact information
d. Attachment C – Reference information
e. Attachment D – Conflict of Interest
f. Attachment E - Rate Schedule for repairs not included in the agreement

Proposals will be reviewed by:

a. Director of Finance
b. Director of Parks and Recreation
c. Parks, Facilities & Projects Manager

The VENDOR must submit their response to the RFP no later than 2:00P.M. (MST), on June 1, 2016 RFP responses must be sealed and labeled "HVAC Maintenance Services Proposals", and submitted to the following address: City of Green River, ATTN: Mary Seppie, 50 East 2nd North Street, Green River, Wyoming, 82935.

Proposals received after the designated time will NOT be accepted. **The City is NOT responsible for courier or package delivery services.**

PROPOSAL FORM for HVAC Maintenance Services

Term is from July 1, 2016 to June 30, 2017

The VENDOR will provide cost for the itemized services requested for each building according to the proposal form. The bid award will be a minimum of items 1-2 at each building selected by the CITY and may also include items in 3. The CITY may elect to have their employee's complete items in 3.

Green River City Hall	
1. Boilers, Condensing Units, Refrigerant Material	$ 2,800.00
2. Controls and JACE Software	$ 2,000.00
3. Drive Belts, Pumps, Lubrication, Filter Maintenance VAV boxes	$ 900.00
Total City Hall	$ 5,700.00
Pavilion at Expedition Island Park	
1. Condensing Unit, Refrigerant Material, Furnace	$ 1,882.00
2. Controls and JACE Software	$ 500.00
3. Drive Belts, Lubrication, Filter Maintenance	$ 150.00
Total Pavilion	$ 2,532.00
Police Department Building	
1. Rooftop Units, Refrigerant Material	$ 2,720.00
2. N/A	$
3. Drive Belts, Lubrication, Filter Maintenance	$ 956.00
Total Police Department	$ 3,676.00
Animal Control Building	
1. Heating and Cooling Units	$ 1,578.00
2. N/A	$
3. Drive Belts, Lubrication, Filter Maintenance	$ 450.00
Total Proposal Amount =	$ 13,936.00

In signing this Proposal, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this Proposal has been independently arrived at without collusion with any other contractor, competitor or potential competitor; that this Proposal has not been knowingly disclosed prior to the opening to any other contractor or competitor; that the above statement is accurate under penalty of perjury.

The undersigned, submitting this Proposal, hereby agrees with all the terms, conditions, and specifications required by in this Request for Proposal, Proposal Form and its Attachments and declares that the attached Proposal and pricing are in conformity therewith.

Duane A Burd
Name

Account Manager
Title

Duane A Burd
Signature

Long Building Technologies
Company

3534 Salt Creek Hwy Casper, WY 82601
Address: (Street, City, State, Zip Code)

307-265-5997
Telephone

265-0120
FAX

DBurd@Long.com
E-Mail Address

5-27-2016
Date

LONG BUILDING TECHNOLOGIES, INC.
CORPORATE SEAL
COLORADO

(SEAL)

ATTEST:

Name: Pandora Scawson

Title: Controller

ATTACHMENT A - COMPANY INFORMATION

1. List exact name of firm Long Building Technologies
2. How many years has your firm been in business under its present business and business organization structure? 50 years
3. If your firm has been in business under its current name less than three years, what was the previous name of the firm? NA
4. How many years has your firm been regularly and actively engaged in HVAC maintenance services, performing the type of work described in this Request for Proposal (RFP)? 50 years
5. How many Full Time Personnel with valid Wyoming licenses and/or certifications are employed by your firm? 45
6. How many service trucks are either owned or leased by your firm and are available for use by your maintenance services workforce on a full time basis? 15
   Owned 15 Leased
7. Does your firm provide emergency repair service on a 24 hour per day and 7 day per week basis? X yes _____ no
8. Does your firm have a 24 hour emergency number that is staffed by a person and not by an answering machine? List phone number with Area Code:
   307-265-5997. If not, please explain.

ATTACHMENT B – CONTACT INFORMATION

For service calls Monday through Friday, between 8:00 A.M. and 5:00 P.M., exclusive of holidays, the contact person will be:

Primary Contact: Mike Taylor
Person's title: Service Tech
Person's telephone #(s): 307-258-9398
Secondary Contact: Mitch Peck
Person's title: Service Tech
Person's telephone #(s): 307-277-9586

All calls must be returned within one (1) hour.

REQUIRED AFTER HOURS/SATURDAY/SUNDAY/HOLIDAY CALLS

For emergency calls Monday through Friday, between 5:00 P.M. and 8:00 A.M. and Saturday, Sunday and legal Holidays, the contact person(s) will be:

Primary Contact: Dick Johnson
Person's title: Service Manager
Person's telephone #(s): 307-265-5997 307-259-6768
Secondary Contact: Mike Taylor
Person's title: Service Tech
Person's telephone #(s): 307-258-9398

All calls must be returned within one (1) hour.

ATTACHMENT C
COMPANY REFERENCES

Indicate below at least three (3) references that will serve to illustrate the ability of your firm to act as the VENDOR for this Agreement and who conforms to the requirements for this specification.

Company Name:	Sweetwater School District #1
Contact Person:	Dan Selfersolli Facility Director
Telephone #:	307-350-4613
Address:	3500 Foothills
City, State, Zip:	Rock Springs, wy
Type of Work Performed:	Service + Control work HVAC

Company Name:	Sweetwater Child Development
Contact Person:	Gail Thiemke
Telephone #:	307-872-3290
Address:	1715 Hitching Post
City, State, Zip:	Green River wy 82935
Type of Work Performed:	Service + Control work HVAC

Company Name:	Teton County Library
Contact Person:	Kevin Chatham
Telephone #:	307-733-2164 ext 121
Address:	125 Virginian Lane
City, State, Zip:	Jackson, wy 83001
Type of Work Performed:	Service + Control work HVAC

ATTACHMENT D - CONFLICT OF INTEREST DISCLOSURE

The purpose of this questionnaire is to disclose any interests or affiliations that you or members of your immediate family (i.e., spouse, child, parent, sibling, in-law, or any person living in the same household) may have that, when considered in light of your relationship with the City which may create a conflict of interest. A conflict of interest exists (1) when an individual is in a position where he or she may obtain an improper gain or advantage as a result of his or her activities on behalf of the City; or (2) when he or she is in a position where he/she may have to choose whether to advance his/her own interests (or those of another) rather than the interests of City. Conflicts of interest do not necessarily involve intentional wrongdoing, but can result from a combination of completely innocent circumstances. Although it is impossible to list every circumstance that may cause conflicts of interest, a number of potential problem areas are outlined below. Please indicate under each numbered heading any possible or potential conflict of interest that you may have, or write "None" where applicable.

1. Please disclose any affiliation, whether direct or indirect, that constitutes a source of income or credit to your company, the Board of Directors and/or the employees of the contractor or members immediate their family, which might reasonably be deemed to involve a possible conflict of interest between you and the City, including, but not limited to, a proprietorship, partnership, stock, ownership of a non-publicly-owned corporation's outstanding shares or other securities, or any employment, indebtedness, or contractual relationship with any such entity.
2. Please disclose all business corporate or other organizational directorships or official positions held by your company, the Board of Directors and/or employees of the contractor or members immediate their family.
3. Please disclose all charitable corporate or other organizational directorships or official positions held by your company, the Board of Directors and/or employees of the contractor or members immediate their family.
4. Please disclose all relationships and affiliations held by you or by any member of your immediate family which might reasonably be deemed to be within the spirit (if not the letter) of the foregoing questions, bearing in mind that the purpose of this questionnaire is to enable you and the City to protect you from the consequences of a real or apparent conflict of interest. Our goal is to avoid both actual impropriety and the appearance of impropriety.

Name of Individual	Explanation of Conflict
N A	

Revised: May 6, 2010, Updated May 3, 2016

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: 06/15/16	Department: Finance
Meeting Date: 06/21/16	Department Head: Chris Meats
	Presenter: Consent Agenda

Subject:

Authorize the Issuance of an Open Container Permit to The Hitching Post Restaurant & Saloon for Flaming Gorge Days.

Background/Alternatives:

The Hitching Post Restaurant & Saloon has requested an open container permit for Flaming Gorge Days, from 9 pm on June 24, 2016 to 6 am on June 25, 2016, within the barricaded area.

Attachments:

Letter of request

Fiscal Impact:

n/a

Staff Impact:

Minimal

Legal Review:

n/a

Suggested Motion:

I move to approve the issuance of an open container permit to The Hitching Post Restaurant & Saloon for Flaming Gorge Days, from 9 pm on June 24, 2016 to 6 am on June 25, 2016, within the barricaded area.

Jeff Stout, Owner of The Hitching Post Restaurant & Saloon
580 E Flaming Gorge Way
Green River, WY 82935
307-875-2246

June 7, 2016

City of Green River

Dear Honorable Mayor and Council Members,

Open Container Permit

During Flaming Gorge Day, June 24th and 25th, we would like to request permission for a parking lot party. We will be having a band on the patio and the parking lot will be fenced off with one entrance. The entrance will be maintained at all times, checking ID's. We will also have security on site.

9:00 pm – 6:00 AM

Sincerely,

Jeff Stout

Jeff Stout, Owner of The Hitching Post Restaurant & Saloon

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: 06/15/16	Department: Finance
Meeting Date: 06/21/16	Department Head: Chris Meats
	Presenter: Consent Agenda

Subject:

Authorization of an Issuance of a Catering Permit to Lew's Inc. dba Sands Buddha Bobs Liquor Catering.

Background/Alternatives:

Lew's Inc. dba Sands Buddha Bobs Liquor Catering has requested a catering permit for the Painting with a Twist event on July 7, 2016, from 5 pm to 11 pm, at the Island Pavilion.

Attachments:

Letter of request and security checklist

Fiscal Impact:

n/a

Staff Impact:

Minimal

Legal Review:

n/a

Suggested Motion:

I move to approve the issuance of a catering permit to Lew's Inc. dba Sands Buddha Bobs Liquor Catering for Painting with a Twist event on July 7, 2016, from 5 pm to 11 pm, at the Island Pavilion, pending approval from the Rock Springs Council.

June14, 2016

Honorable Mayor and Green River City Council Members:

Lew's Inc (DBA Sands Buddha Bobs Liquor Catering) requests permission to use our City of Rock Springs Liquor License to cater the Green Arts Council "Painting with a Twist" event. It is to be held on Thursday, July 7, 2016 from 5PM to 11PM at the Green River Expedition Island.

I have submitted a request to the City of Rock Springs to use our license in Green River on this date and I'm waiting approval by Rock Springs Council at their next meeting.

Thank You,
Wing Lew, President
Lew's Inc
1549 9th Street
Rock Springs, Wyoming 82901
wingsands@yahoo.com
307-389-1309

CITY of GREEN RIVER

FISH IT. FLOAT IT. LIVE IT.

WYOMING

PARKS & RECREATION

PAVILION OR PARK FACILITY RENTAL ALCOHOL/SECURITY CHECKLIST FOR A CATERING PERMIT TO CATER ALCOHOLIC BEVERAGES

Pavilion/Park Facility Renter City of Green River/ Lew's Inc. Facility Expedition Island
Event Painting with a Twist Event
Date July 7, 2016 from 5:00 am/pm, to 11:00 am/pm

Police Security:

If alcohol is to be served the renter may be required to obtain security for their event and have it approved by the City of Green River Police Department.

☒ Security Not Required Per: [signature] Date: 6/15/16
☐ Security Required and Approved by: _____ Date: _____

Alcohol Rules:

Only a valid retail liquor license holder can sell alcoholic beverages at the Pavilion or a Park Facility. The liquor license holder will need to apply for a Catering Permit.

Catering Permits:

- A liquor establishment selling alcohol for the event must have a valid retail liquor license. They must submit a letter of request in addition to this form, signed by an authorized officer approving the security for the event and the $25 permit fee on month prior to event.
- Once the permit is approved, the deputy city clerk will notify the Police Department and the Parks and Recreation Department.
- The permit will be mailed to the liquor establishment catering the event if paid for at the time of permit request

Deputy Clerk verification of application submission: JS Date 6-15-16
Date of Council Meeting: 6-21-16 Council Action: _____

Updated: 2/22/16

City of Green River, City Council Budget Workshop Proceedings for May 26, 2016, 6:30 pm, Council Chambers, Mayor Pete Rust called the meeting to order. The following Council Members were present: Gary Killpack, Lisa Maes, Mark Peterson, Ted Barney and Allan Wilson. The following were present representing the City: City Administrator Reed Clevenger, Director of Finance Chris Meats, Director of Public Works Mark Westenskow, and Utility Superintendent Jason Palmer. **Utility Rate Study Update;** David Yanke from NewGen Strategies & Solutions said they will provide a model and training for a 10 year financial forecast. The model will be excel based and will include capital planning, debt/equity balance, managing utility reserves, and include forecasting rate changes. They have asked for a lot of data and are looking at many areas to determine what will need to be done to cover each utility. They will look at projected operating results, the cost of service study and from there come to council with a rate recommendation. Rates represent one of the most important relationships a utility has with its customers. In reviewing the rate structures it is important to set strategy, establish guidelines, link cause and effect and most important make sure to have full disclosure to customers. Key issues are: How will we pay for our business plan; how will we pay for Capital Projects, what type of reserves should we have and how much should be in each reserve. What rate levels are required to support what is needed? Capital Improvement Items: Wastewater Treatment Plant design and construction; The Transfer Station & Landfill closure; system repairs and replacement, and rolling stock replacement. Rolling stock is the garbage trucks, wastewater vacuum trucks, ect. Some of the City's planning items are: storm water utility approximately $127,000 annually to operate; curbside recycling program which is not being factored into the rates but will be included in the rate study as a "what if" item. The next steps will include developing a revenue requirement for water, wastewater, storm water and solid waste utilities. Develop a 10 year financial forecast for all three utilities and then they will meet with City staff to review their findings; develop cost of service and rates for all utilities, draft a report and present to the council. They have also planned for two more on-site meetings with the City. Mr. Clevenger said there are so many different pieces that go into this plan so there is no way they can set a rate right now. Mr. Wilson said the Joint Powers Water Board is increasing the water rate for the City by 4% so we will see an increase. He asked what cities they are comparing us too. Mr. Yanke said Rock Springs, Evanston, Cody, Riverton, Sheridan, Rawlins, and Vernal, UT. Mr. Wilson asked if it would be consumption based instead of a flat rate. Mr. Yanke said he would recommend going with consumption base because it is most common. They will look at the winter average of three to four months. Mr. Killpack asked if the wastewater plant can be added as a 6th penny project. Mr. Clevenger said yes; they have looked at it with 6th or 7th penny but they will have to start the process now to get it added. Mr. Killpack asked why we have to build a new treatment plant. Mr. Westenskow said the general plant is running well but over time the lagoon plants are being phased out. The plant currently cannot meet future needs and requirements. Mr. Wilson asked if the rate study will be completed before the budget is passed in June. Mr. Clevenger said the council will be able to review rates before the budget is approved. The June 2, 2016 budget workshop will be over the Enterprise Funds and rates. Mr. Killpack asked how much is in the reserves for the Enterprise Funds. Mr. Meats said there are reserves but there is not enough to cover large projects. He would like the reserves to be at a higher amount. Mr. Clevenger said they need to make sure there is an adequate amount in reserves to cover any issues that come up. Mr. Meats said they need to increase rates but they are not sure how much. Mr. Peterson asked if the rates are increased now, for the new treatment plant, when it is completed will the rates go down. Mr. Meats said even if the plant is paid for the rates will still

need to remain the same to cover the costs of maintenance and upkeep of the facility. Mr. Wilson said he likes the 10 year forecast and he would support the consumption based rates. Ms. Maes asked if there were 100 citizens that were willing to pay for the curbside recycling collection, would they be able to do so. She also agrees with the consumption based rate. Mr. Yanke said even if 10% of people signed up for curbside recycling services the route density would be a problem and the costs would not be effective. It is better to have a central location where people can put their recycling. Mr. Rust said 6th Penny option is a great way to get things done. The reserves need to be able to cover the costs of repairs or break downs. We need to educate the citizens and keep them informed. **Adjournment:** The meeting adjourned at 7:48 pm.

_____
Pete Rust, Mayor

ATTEST:

_____
Chris Meats, City Clerk

City of Green River, City Council Budget Workshop Proceedings for June 2, 2016, 6:30 pm, Council Chambers, Mayor Pete Rust called the meeting to order. The following Council Members were present: Gary Killpack, Mark Peterson, Ted Barney and Allan Wilson. The following were present representing the City: City Administrator Reed Clevenger, Director of Finance Chris Meats, Director of Public Works Mark Westenskow, and Sanitation Supervisor Mark Pond. **Budget for Enterprise Funds**: Mr. Westenskow said the Public Works Department has 36 employees and 7 part time employees, plus seasonals. Current accomplishments within the Solid Waste Division are: they have received bids for the new automated side load truck; they are continuing the yearly garbage can replacement, will be awarding bids for the sale of recyclable materials and completing the design of the Transfer Station. The 2016-2017 goals for the division are to purchase a new automated garbage truck, continue the yearly garbage can replacement, construct & equip the new transfer station and begin the landfill closure. The Transfer Station construction is scheduled as follows: complete the design and final DEQ approval in the summer of 2016, bid out in late summer 2016, begin construction in the fall of 2016, and complete construction in the spring of 2017. The landfill closure is scheduled as follows: complete the design and final DEQ approval in the fall of 2016, bid out in the winter of 2017, begin construction in the spring of 2017 and cease receiving waste at the landfill mid-2017. Current accomplishments within the Wastewater Division are the completion of the Hutton Heights Lift Station Replacement; begin the Northside Lift Station design and received Wyoming Business Council grant for the construction, and completed Urban System spot repairs. The 2016-2017 goals are to start the Colliers Lift Station Replacement Project; possibly start the manhole lining project at $35,000, possibly start the underpass sewer crossing replacement at $300,000; replace the Northside Lift Station at $1,300,000, and begin the Wastewater Treatment Plant design at $2,400,000. The Water Division has completed the second year of meter change outs, potable water tank mixer install and Urban Systems Spot Improvements. The 2016-2017 goals are to start and complete year three of meter change outs at $180,000 and the Hitching Post Water Replacement $400,000. Staff is requesting increasing the rates as follows: Solid Waste 2% which is $.50 for residential. Wastewater 5.5% required for the SRF Loan and would be $1 per residential, and the Water would be 4% at minimum since the Joint Powers Water Board has increased our cost by 4%. The rate audit may come back and recommend a different amount. Mr. Clevenger asked council on how they would like to fund the community service organizations and discussion ensued. **Adjournment:** The meeting adjourned at 7:43 pm.

_____
Pete Rust, Mayor

ATTEST:

_____
Chris Meats, City Clerk

City of Green River, City Council Proceedings for June 7, 2016, 7 pm, Council Chambers, Mayor Pete Rust called the meeting to order. The following Council Members were present: Gary Killpack, Brett Stokes, Lisa Maes, Mark Peterson, Ted Barney and Allan Wilson. The following were present representing the City: Acting City Administrator Chris Steffen, Human Resources Director Cari Kragovich, Director of Finance Chris Meats, Director of Public Works Mark Westenskow, Director of Community Development Laura Profazier, Interim Fire Chief Mike Liberty, and City Attorney Galen West. Council Member Maes moved to approve the agenda. Council Member Peterson seconded, motion carried. **Proclamations:** Flaming Gorge Days. **Presentations:** (1) Green River Chamber of Commerce Update; (2) Volunteer Recognition of Bob Burke and Tim Montgomery. **Citizen Requests and Other Communications:** Members of the American Legion Post 28 came and spoke about the 2nd Annual Americans Freedom Rally. A citizen spoke about passing an ordinance to allow ATV or OHB vehicles on the city streets without requiring them to be licensed. Council requested to have this discussed in a workshop. **Council Action Items:** (1) Service Line Agreement with Questar Gas for the Hutton Heights Lift Station. Council Member Wilson moved to approve the Service Line Agreement with Questar Gas for the Hutton Heights Lift Station, in the amount of $494.76. Council Member Stokes seconded, motion carried. (2) Agreement with Honnen Equipment for a Dozer Rental. Council Member Peterson moved to approve an Agreement with Honnen Equipment for rental of a dozer, in the amount of $10,000. Council Member Barney seconded, motion carried. (3) Bid Award for the Sale of Mixed Paper to Centennial Recycling. Council Member Wilson moved to award the bid for the sale of mixed paper to Centennial Recycling of Aurora, Colorado based on current market price. Council Member Maes seconded, motion carried. (4) Bid Award for the Sale of Aluminum to Pacific Steel & Recycling. Council Member Peterson moved to award the bid for the sale of aluminum to Pacific Steel & Recycling, of Rock Springs, Wyoming, based on current market price. Council Member Stokes seconded. Motion carried. (5) Change Order #4 for the Police Department Shooting Range Project. Council Member Wilson moved to approve Change Order #4 for the Police Department Shooting Range Project, in the amount of $2,165.57, due to the additional required fire suppression coverage in the mechanical room, per State Fire Marshall. Council Member Stokes seconded, motion carried. **Consent Agenda:** Council Member Barney abstained. Council Member Stokes moved to approve the following: (1) Acceptance of Arbor Day donations to be identified as restricted use monies; (2) Contract with Lantis Productions for the 2016 Fireworks Display, in the amount of $10,000; (3) Agreement with the Green River High School Booster Club for a banner to be displayed at home sporting events, in the amount of $500; (4) Issuance of malt beverage permits to the Flaming Gorge Days Committee for Flaming Gorge Days on June 24th & 25th, 2016 at Evers Park, from 10 am to 5 pm and at Stratton Myers Park, from 5 pm to 12 am; (5) Issuance of an open container permit to the Embassy LLC for Flaming Gorge Days, from 10 am June 25, 2016 to 4 am on June 26, 2016, within the barricaded area; (6) Issuance of an open container permit to the American Legion Tom Whitmore Post 28, for the 2nd Annual Americans for Freedom Rally, 7 am on July 9, 2016 to 2 am July 10, within the barricaded area; (7) Minutes for May 17, 2016 Council; Approval of Payment of Bills: Prepaid $202,444.87; Outstanding Invoices $497,382.59; Payroll Expenditures $606,379.10; Preauthorization Payments: $1,065,000.00. Council Member Wilson seconded, motion carried. Council gave consensus on how much to fund each community service organization: RSVP $0; Food Bank $18,000; Golden Hour Senior Center $18,000; Youth Home $7,200; Historic Preservation Commission $0; Sweetwater County Family Justice Center $3,300; Flaming Gorge Days $15,000; Chamber of

Commerce $90,000; Treatment Court $8,000; Juvenile Accountability Block Grant $300; STAR Transit $10,000; Family Justice Center $10,000; Life RU Ready $4,000. They also gave direction to take the shortfall amount of $36,500 from savings. **Adjournment:** Council Member Wilson moved to adjourn at 8:37 pm. Council Member Killpack seconded, motion carried.

_____
Pete Rust, Mayor

ATTEST:

_____
Chris Meats, City Clerk

Prepaid Invoices
Presented for 6-21-16 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	Payment Date	Source	Payment Amount
AFLAC	AFLAC AT - AFLAC After Tax*	06/07/2016	AP	1,339.16
AFLAC Total				**1,339.16**
ALLEN, KATHERINE		06/07/2016	Utility Refund	69.15
ALLEN, KATHERINE Total				**69.15**
ARNOLD FAMILY CHIROPRACTIC		06/07/2016	Utility Refund	119.70
ARNOLD FAMILY CHIROPRACTIC Total				**119.70**
BLUE CROSS BLUE SHIELD OF WYOMING	DEP CARE - Dependent Care*	06/10/2016	AP	1,630.84
BLUE CROSS BLUE SHIELD OF WYOMING Total				**1,630.84**
CHILD SUPPORT SERVICES	CHILD SUP-UT - Child Support - Utah	06/10/2016	AP	464.00
CHILD SUPPORT SERVICES Total				**464.00**
COLONIAL LIFE & ACCIDENT	COLONIAL PT - Colonial Insurance Pre-tax*	06/07/2016	AP	51.12
COLONIAL LIFE & ACCIDENT Total				**51.12**
CONTINENTAL AMERICAN INSURANCE	CAIC AT - Continental Amer Ins After Tax*	06/07/2016	AP	849.34
CONTINENTAL AMERICAN INSURANCE Total				**849.34**
DRAPER, REGGIE		06/07/2016	Utility Refund	94.38
DRAPER, REGGIE Total				**94.38**
ERICKSON, SHYLLA & DEVON TURNER		06/07/2016	Utility Refund	83.46
ERICKSON, SHYLLA & DEVON TURNER Total				**83.46**
GREAT-WEST TRUST COMPANY LLC	WYO DEF - Wyoming Deferred Comp	06/10/2016	AP	2,336.66
GREAT-WEST TRUST COMPANY LLC Total				**2,336.66**
GREEN RIVER FIRE DEPARTMENT	VFF - Firefighter Dues/Purchases	06/10/2016	AP	12,834.68
GREEN RIVER FIRE DEPARTMENT Total				**12,834.68**
GREEN RIVER GRAPPLERS		06/14/2016	Misc Billing Refund	500.00
GREEN RIVER GRAPPLERS Total				**500.00**
HACKNEY, DUSTY & ANNA ROBBINS		06/07/2016	Utility Refund	16.79
HACKNEY, DUSTY & ANNA ROBBINS Total				**16.79**
HOFER, SCOTT		06/07/2016	Utility Refund	80.86
HOFER, SCOTT Total				**80.86**
ICMA RETIREMENT TRUST- #301264	ICMA - ICMA Deferred Comp*	06/07/2016	AP	2,694.40
ICMA RETIREMENT TRUST- #301264 Total				**2,694.40**
IRS	FED TAX - Federal Income Tax*	06/10/2016	AP	101,742.46
IRS Total				**101,742.46**
KORISKO, JERRY		06/07/2016	Utility Refund	120.82
KORISKO, JERRY Total				**120.82**
NCPERS GROUP LIFE INSURANCE	PRUD - Prudential LIfe Insurance*	06/07/2016	AP	928.00
NCPERS GROUP LIFE INSURANCE Total				**928.00**
New York Life Insurance Company	NYL-WHOLE LIFE - New York Life - Whole Life*	06/07/2016	AP	795.98
New York Life Insurance Company Total				**795.98**
PAGE II, SUEANNE		06/07/2016	Utility Refund	47.46
PAGE II, SUEANNE Total				**47.46**
POORMAN, KELLY & JOSEPH MARCY		06/07/2016	Utility Refund	49.70
POORMAN, KELLY & JOSEPH MARCY Total				**49.70**

RELIANCE STANDARD LIFE INSURANCE	RELIANCE - Reliance Life Insurance	06/07/2016	AP	138.15
RELIANCE STANDARD LIFE INSURANCE Total				**138.15**
ROBERTSON, KEVIN & SAMANTHA		06/07/2016	Utility Refund	42.04
ROBERTSON, KEVIN & SAMANTHA Total				**42.04**
SMYTH, AUBRIE		06/07/2016	Utility Refund	79.77
SMYTH, AUBRIE Total				**79.77**
UNITED WAY OF SWEETWATER COUNTY	UNITED WAY - United Way*	06/07/2016	AP	2,442.44
UNITED WAY OF SWEETWATER COUNTY Total				**2,442.44**
WATSON, TRISTA		06/07/2016	Utility Refund	97.27
WATSON, TRISTA Total				**97.27**
WEBT - WYOMING EDUCATORS' BENEFIT TRUST	LIFE EMP ONLY - City Paid LIfe - Emp Only*	06/07/2016	AP	2,396.12
WEBT - WYOMING EDUCATORS' BENEFIT TRUST Total				**2,396.12**
WRIGHT, HOLDEN & ARON		06/07/2016	Utility Refund	65.05
WRIGHT, HOLDEN & ARON Total				**65.05**
WYOMING CHILD SUPPORT ENFORCEMENT	CHILD SUP - Child Support	06/10/2016	AP	250.00
WYOMING CHILD SUPPORT ENFORCEMENT Total				**250.00**
WYOMING RETIREMENT SYSTEM	WYO RET EM - Wyoming Retirement - Employer*	06/07/2016	AP	86,947.78
WYOMING RETIREMENT SYSTEM Total				**86,947.78**
BRADLEY & JEANETTE HATFIELD		06/14/2016	Misc Billing Refund	500.00
BRADLEY & JEANETTE HATFIELD Total				**500.00**
GLORY ENLOE		06/14/2016	Misc Billing Refund	500.00
GLORY ENLOE Total				**500.00**
Jacob Anglesey	PAYROLL DEDUCTION/SVS ACCOUNT CLOSED	06/15/2016	AP	100.00
Jacob Anglesey Total				**100.00**
JESSE LUCERO		06/14/2016	Misc Billing Refund	500.00
JESSE LUCERO Total				**500.00**
KAYLA HUBERT		06/14/2016	Misc Billing Refund	500.00
KAYLA HUBERT Total				**500.00**
MARK PETERSON	MEALS & MILES/WAM CONF-CODY, WY	06/06/2016	AP	357.54
MARK PETERSON Total				**357.54**
PETE RUST	MEALS & MILES/WAM CONF-CODY WY	06/06/2016	AP	357.54
PETE RUST Total				**357.54**
STEPHEN MONK		06/14/2016	Misc Billing Refund	73.01
STEPHEN MONK Total				**73.01**
Grand Total				**222,195.67**

Outstanding Invoices
Presented for 6-21-16 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
ADBAY. COM, INC.	**INV-2292**	Design Cinema Ad's	05/25/2016	150.00
ADBAY. COM, INC. Total				**150.00**
AIRGAS USA, LLC	**9051694418**	WIRE MIG	05/24/2016	121.03
AIRGAS USA, LLC Total				**121.03**
ALPINE PURE BOTTLED WATER	**95141**	BOTTLED WATER / ADMINISTRATION	06/01/2016	18.00
	95142	BOTTLED WATER / CD	06/01/2016	18.00
	95143	BOTTLED WATER / FINANCE	06/01/2016	18.00
	95144	Bottled Water	06/01/2016	53.50
	95145	BOTTLED WATER / PD	06/01/2016	60.00
	95146	Bottled Water for Landfill	06/01/2016	12.00
	95147	Bottled Water	06/01/2016	78.00
ALPINE PURE BOTTLED WATER Total				**257.50**
ALSCO	**LOGD1127974**	UNIFORM SERVICE	05/25/2016	84.50
	LOGD1127986	Mats and Mops for City Hall	05/25/2016	76.02
	LOGD1129522	Mats for PD	06/01/2016	38.12
	LOGD1129535	UNIFORM SERVICE	06/01/2016	82.17
	LOGD1129543	Shop Towels and Mats	06/01/2016	76.63
	LOGD1129546	Mats for Animal Control	06/01/2016	24.65
	LOGD1131100	UNIFORM SERVICE	06/08/2016	88.75
ALSCO Total				**470.84**
AMERICAN TAPE & LABEL	**19854**	GREEN RIVER STICKER	06/13/2016	2,501.30
AMERICAN TAPE & LABEL Total				**2,501.30**
ANIMAL CLINIC OF GREEN RIVER	**050516SHEPHERD**	SPAY/NEUTER CERTIFICATES	05/05/2016	30.00
	050616COUDRAIN	SPAY/NEUTER CERTIFICATES	05/06/2016	40.00
	051716HACKNEY	SPAY/NEUTER CERTIFICATES	05/17/2016	40.00
	051916ALLEN	SPAY/NEUTER CERTIFICATES	05/19/2016	50.00
	052016KOLBY	SPAY/NEUTER CERTIFICATES	05/20/2016	40.00
ANIMAL CLINIC OF GREEN RIVER Total				**200.00**
AUTO BODY PAINT & SUPPLY	**215218**	Towels	05/24/2016	83.30
	215586	Q BOND	06/07/2016	32.91
AUTO BODY PAINT & SUPPLY Total				**116.21**
BATTERY SYSTEMS INC	**3540192**	BATTERY	05/23/2016	217.51
	3552636	BATTERY	06/02/2016	98.82
BATTERY SYSTEMS INC Total				**316.33**
BLUE CROSS BLUE SHIELD OF WYOMING	**05232016-COGR**	COGR MAY 2016 ADMIN FEE	05/23/2016	135.00
BLUE CROSS BLUE SHIELD OF WYOMING Total				**135.00**
BRODY CHEMICAL	**408730**	Accu Tabs	05/27/2016	169.99
BRODY CHEMICAL Total				**169.99**
CASTLE ROCK HOSPITAL DISTRICT	**2/10/16**	CPR Refresher	05/24/2016	96.00
CASTLE ROCK HOSPITAL DISTRICT Total				**96.00**
CEM AQUATICS	**115586**	pulsar plus	05/20/2016	762.72
	115942	Cable, Probe Sensor Feed Tube, Feeder	06/07/2016	843.76
CEM AQUATICS Total				**1,606.48**
COATES LANDSCAPING SUPPLY	**66749**	SHEAR PIN	05/26/2016	243.56

COATES LANDSCAPING SUPPLY Total				**243.56**
CUMMINS ROCKY MOUNTAIN LLC	**024-48670**	LABOR AND PARTS	05/13/2016	609.00
	024-48868	LABOR AND PARTS	05/25/2016	609.00
	024-48870	ANNUAL LOAD BANK	05/25/2016	637.00
CUMMINS ROCKY MOUNTAIN LLC Total				**1,855.00**
DELL SOFTWARE, INC	**1000574189**	Backup renwal	06/14/2016	1,784.00
DELL SOFTWARE, INC Total				**1,784.00**
DJ'S GLASS PLUS	**66929**	Bronze Roton	05/27/2016	465.00
DJ'S GLASS PLUS Total				**465.00**
EAGLE UNIFORM & SUPPLY CO	**78103**	Mops for PD	05/27/2016	25.00
EAGLE UNIFORM & SUPPLY CO Total				**25.00**
ENERGY LABORATORIES INC	**360551381**	Toxicity Testing	05/23/2016	1,220.00
	4613	Toxicity Re-test	06/08/2016	860.00
ENERGY LABORATORIES INC Total				**2,080.00**
F.B. MCFADDEN WHOLESALE COMPANY	**317437**	Food for Fundraiser	05/12/2016	588.25
	317987	Snacks for Resale, Supplies	05/24/2016	561.55
	318315	Snacks for Resale, Supplies	05/31/2016	155.25
	318565	Snacks for Resale, Supplies	06/06/2016	229.05
	318628	Paper Towels	06/07/2016	106.20
	318899	Pledge	06/13/2016	84.30
F.B. MCFADDEN WHOLESALE COMPANY Total				**1,724.60**
FASTENAL COMPANY	**WYROC146114**	GRINDING DISKS	05/23/2016	86.66
FASTENAL COMPANY Total				**86.66**
FEDEX	**5-429-38807**	PACKAGE	05/26/2016	5.79
FEDEX Total				**5.79**
FIDELIS POWER SOLUTIONS	**160525D**	UPS SERVICE AGREEMENT	05/23/2016	1,189.00
FIDELIS POWER SOLUTIONS Total				**1,189.00**
FINISH LINE SYSTEMS, LLC	**4522**	Maintenance Agreements	06/03/2016	2,881.98
	4523	GIS Mapping Module for Meter Reading	06/03/2016	625.20
FINISH LINE SYSTEMS, LLC Total				**3,507.18**
FORCE AMERICA INC	**CM001-0001875**	SWITCH	04/08/2016	(27.72)
FORCE AMERICA INC Total				**(27.72)**
FREMONT MOTOR ROCK SPRINGS	**70715**	CABLE	06/03/2016	80.21
FREMONT MOTOR ROCK SPRINGS Total				**80.21**
GENTLE TOUCH DRYCLEANING	**0573**	UNIFORM CLEANING / CRONK	05/19/2016	6.00
GENTLE TOUCH DRYCLEANING Total				**6.00**
GRAINGER	**9124097503**	COUPLER	05/27/2016	240.21
GRAINGER Total				**240.21**
GREEN RIVER ACE HARDWARE	**110021/2**	Cloths Wire, Adapter	05/19/2016	8.98
	110136/2	Valve Gate 200	05/24/2016	29.99
	110190/2	Mouse Traps	05/25/2016	3.98
	110195/2	Water Line Parts	05/25/2016	60.92
	110234/2	Water Line Parts	05/26/2016	33.93
	110238/2	Fuse Cart	05/26/2016	14.99
	110240/2	Adapter Insert Poly 3/4 MPT	05/26/2016	1.58
	110247/2	Adapter Inserts, Bubbler Flower Adjustable	05/26/2016	1.79
	110261/2	Hose Clamp, Elbow Inserts	05/27/2016	30.55
	110262/2	Ring Was Extender Kit	05/27/2016	8.99
	110266/2	Clamp Hoses	05/27/2016	14.90
	110303/2	Brush Wheel, Pine Cleaner, Key Stem 4 Way	05/28/2016	32.96
	110342/2	Velcro	05/31/2016	104.97
	110347/2	Brake Cleaner, Goo Gone, Painter Tool	05/31/2016	31.96
	110351/2	Evaporative Cooler Parts	05/31/2016	61.93
	110374/2	Top Soil, Potting Soil	05/31/2016	46.90
	110383/2	Ice and Packing Tape for Toxicty Samples	06/01/2016	8.97
	110384/2	Gloves, Sprinkler Turret 9 Pattern	06/01/2016	79.96
	110402/2	Ties Cable Wht 11' BG100	06/01/2016	14.99
	110405/2	Stainless Steel Bolts	06/01/2016	13.76
	110422/2	Stainless Steel Bolts	06/01/2016	17.57
	110425/2	HOSE / SHOVEL	06/01/2016	99.96
	110435/2	Gate Valve	06/02/2016	14.99
	110461/2	STAPLE GUN	06/02/2016	49.96
	110464/2	PUMP COOLER	06/02/2016	34.99
	110470/2	supplies	06/02/2016	33.90
	110495/2	WATER CONDITIONER BLOCK	06/02/2016	6.99
	110497/2	Tube Heat Shrink	06/02/2016	7.98
	110509/2	SPRAYPAINT	06/03/2016	17.96
	110581/2	Ties Cable 10.6" wht 100	06/04/2016	33.98

GREEN RIVER ACE HARDWARE	**110611/2**	LAMP	06/06/2016	15.98
	110616	DOOR LATCH	06/06/2016	14.99
	110667/2	Seal Knockout 1/2 "	06/07/2016	15.76
	110708/2	FASTENERS	06/08/2016	2.20
	110725/2	PVC Fittings	06/08/2016	24.97
	110726/2	Filter Air Pleat	06/08/2016	4.99
	110758/2	FASTENERS	06/09/2016	10.08
	110759/2	Couple Sch40 PVC	06/09/2016	11.92
	110766/2	Wire, Drain Boiler Brass, Caster, Hose	06/09/2016	86.94
	110866/2	GLOVES	06/14/2016	9.99
GREEN RIVER ACE HARDWARE Total				**1,123.10**
HACH COMPANY	**9955389**	Lab Chemicals	06/02/2016	185.78
HACH COMPANY Total				**185.78**
HILL'S PET NUTRITION SALES INC	**225704785**	DOG AND CAT FOOD	06/01/2016	13.05
HILL'S PET NUTRITION SALES INC Total				**13.05**
IN THE SWIM	**011361473**	Reagent, Deluxe Chlorine PH Kits	05/31/2016	303.75
	011361995	Ph Reducer, Reagent	05/31/2016	184.78
IN THE SWIM Total				**488.53**
INBERG-MILLER ENGINEERS - IME	**5541RW17**	Environmental Monitoring Services	05/23/2016	4,727.78
INBERG-MILLER ENGINEERS - IME Total				**4,727.78**
JIRDON AGRI CHEMICALS	**053116**	Lawn Fertilizer	05/12/2016	4,208.55
JIRDON AGRI CHEMICALS Total				**4,208.55**
JOINT POWERS WATER BOARD	**1089**	WATER	06/02/2016	56,634.31
JOINT POWERS WATER BOARD Total				**56,634.31**
JTE - JACK'S TRUCK & EQUIPMENT	**43911R**	CARTRIDGE	05/25/2016	32.12
JTE - JACK'S TRUCK & EQUIPMENT Total				**32.12**
KAMAN INDUSTRIAL TECHNOLOGIES CORPORATION	**I510646**	Radial Ball Bearing, Seal, Shipping	05/19/2016	64.09
KAMAN INDUSTRIAL TECHNOLOGIES CORPORATION Total				**64.09**
KHSA-KARREN, HENDRIX, STAGG, ALLEN COMPANY	**113157**	2015 Audit	06/07/2016	18,080.00
KHSA-KARREN, HENDRIX, STAGG, ALLEN COMPANY Total				**18,080.00**
KRKK KQSW KMRZ KSIT WYORADIO	**16040225**	Earth Day Fair Radio Spots	04/22/2016	200.00
	16040226	Earth Day Fair Radio Spots	04/22/2016	200.00
KRKK KQSW KMRZ KSIT WYORADIO Total				**400.00**
LEWIS AND LEWIS	**272760**	Asphalt Mix	05/19/2016	762.06
	274061	Asphalt Mix	05/20/2016	1,270.88
	274064	Asphalt Mix	05/17/2016	956.28
	274066	Asphalt Mix	05/18/2016	773.76
	274517	Asphalt Mix	05/23/2016	857.57
	274519	Asphalt Mix	05/24/2016	1,592.01
	274520	Asphalt Mix	05/25/2016	1,965.65
LEWIS AND LEWIS Total				**8,178.21**
LOCAL GOVERNMENT LIABILITY POOL	**10518**	GL-20161008	06/03/2016	2,922.31
LOCAL GOVERNMENT LIABILITY POOL Total				**2,922.31**
M & J AERO SERVICES, INC	**396**	Applied VectoBac GS @ 4lbs/acre Mosquito control	06/01/2016	12,012.00
M & J AERO SERVICES, INC Total				**12,012.00**
MORCON SPECIALTY INC	**105904**	Camlock Gaskets	06/07/2016	17.92
MORCON SPECIALTY INC Total				**17.92**
MOUNTAINLAND SUPPLY, LLC	**S101826377.001**	Weed Barrier, Landscape Fabric	06/07/2016	764.78
MOUNTAINLAND SUPPLY, LLC Total				**764.78**
MYERS TIRE SUPPLY	**62004054**	TECH500 UPDATES 3 YRS	05/12/2016	536.12
MYERS TIRE SUPPLY Total				**536.12**
NAPA AUTO PARTS UNLIMITED	**2048331**	FUEL FILTERS	05/24/2016	146.94
	247205	COVER	05/10/2016	290.00
	247873	HYDRAULIC ASSY	05/18/2016	203.05
	247926	V-BELT	05/18/2016	5.69
	247980	Break Fluid	05/19/2016	16.99
	248222	CORE DEPOSIT	05/23/2016	(39.48)
	248243	MARKER	05/23/2016	8.58
	248265	FILTERS	05/23/2016	26.28
	248332	FILTERS	05/24/2016	80.63
	248345	HOSE	05/24/2016	19.38
	248431	OIL FILTER	05/25/2016	6.38
	248503	SCREW DRIVER SET	05/25/2016	19.99
	248548	BELT	05/25/2016	13.87
	248591	V-BELT	05/26/2016	4.84
	248615	FILTERS	05/26/2016	12.03
	248630	V-BELT	05/26/2016	42.93
	248697	TRAIL	05/27/2016	15.90

	248716	TRAIL	05/27/2016	7.95
	248895	FILTERS	05/31/2016	10.75
	248901	FUSE	05/31/2016	20.05
	248948	FILTERS	05/31/2016	8.71
	249063	FILTERS	06/01/2016	9.12
	249113	PREM START	06/01/2016	2.65
	249212	CONNECTOR	06/03/2016	22.48
	249215	REFECTOR	06/03/2016	12.96
	249219	HITCH	06/03/2016	91.48
	249479	VALVE	06/06/2016	29.97
	249482	FILTERS	06/06/2016	22.38
	249483	OIL FILTER	06/06/2016	3.97
	249553	AIR FILTERS	06/07/2016	12.46
	249554	AIR FILTERS	06/07/2016	5.02
	249557	Kit & Batteries	06/07/2016	164.98
	249566	BATTERY	06/07/2016	299.50
	249602	VALVE	06/07/2016	71.82
	249655	FILTERS	06/08/2016	18.20
	249661	WIRE	06/08/2016	25.78
	249664	BATTERY/ CABLE	06/08/2016	120.15
	249710	FUSE HOLDER	06/08/2016	5.98
	249719	HEATER HOSE	06/08/2016	0.82
	249828	HAND CLEANER	06/09/2016	15.84
	249842	FREON R-134A	06/09/2016	89.95
	249871	Swamp Cooler Belt	06/10/2016	17.55
	250138	Floor Dry	06/09/2016	188.40
	250199	FREON R-134A	06/14/2016	89.95
NAPA AUTO PARTS UNLIMITED Total				**2,242.87**
NORTH CENTRAL LABORATORIES	**373611**	Ammonia Standards	06/02/2016	78.65
NORTH CENTRAL LABORATORIES Total				**78.65**
NUTECH SPECIALTIES INC	**147782**	WINDSHIELD WASH & FLOOR SOAP	06/03/2016	364.80
NUTECH SPECIALTIES INC Total				**364.80**
OFFICE DEPOT INC	**833409666001**	Office Supplies	04/08/2016	43.61
	833410740001	DISINFECTANT WIPES	04/08/2016	13.29
	836207994001	Office Supplies	04/25/2016	65.71
	836269708001	LASER POINTER	04/25/2016	38.69
	836269769001	Office Supplies	04/25/2016	14.99
	836893528001	Office Supplies	04/28/2016	35.65
	836893932001	Office Supplies	04/28/2016	19.55
OFFICE DEPOT INC Total				**231.49**
O'REILLY AUTO PARTS	**1981-119237**	BATTERY	05/26/2016	38.10
O'REILLY AUTO PARTS Total				**38.10**
ORIGINAL WATERMEN INC	**38239**	X-Back Elite Embroidery Custom Shirts	06/10/2016	120.95
ORIGINAL WATERMEN INC Total				**120.95**
PACIFIC STEEL RECYCLING	**4148899**	HR STRIP	05/31/2016	99.01
PACIFIC STEEL RECYCLING Total				**99.01**
PACIFICORP	**10004880**	Visitor Center Land Lease	05/19/2016	5,970.31
PACIFICORP Total				**5,970.31**
PETERBILT OF WYOMING	**RP145591**	CARTRIDGE	05/19/2016	75.23
	RP145592	CARTRIDGE	05/19/2016	31.56
PETERBILT OF WYOMING Total				**106.79**
PHILLIPS, ERIC	**052316**	COURT APPOINTED LAWYER	05/23/2016	350.00
PHILLIPS, ERIC Total				**350.00**
PIONEER GASKET OF WYOMING, INC	**2-35257**	1/2 O-Cord Per Sample	06/08/2016	25.00
PIONEER GASKET OF WYOMING, INC Total				**25.00**
PIONEER PRINTING & STATIONERY CO INC	**P55188**	2000 Complimentary pass with sequential numberin	05/24/2016	137.62
PIONEER PRINTING & STATIONERY CO INC Total				**137.62**
PMS SCREEN PRINTING	**981**	Heather Navy Shirts	05/16/2016	286.00
PMS SCREEN PRINTING Total				**286.00**
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)
PROFORCE LAW ENFORCEMENT Total				**0.00**
REAL KLEEN INC	**44544**	Bowl Cleaner	05/20/2016	70.80
	44567	Soap, Towels, Disinfectant, Glass Cleaner	05/25/2016	32.00
	44579	Disinfectant, Glass Cleaner, Towels, Can Liners,Glove	05/31/2016	916.05
REAL KLEEN INC Total				**1,018.85**
RESPOND FIRST AID SYSTEMS	**144779**	First Aid Supplies	06/08/2016	59.22
	144780	First Aid Supplies	06/08/2016	29.94

RESPOND FIRST AID SYSTEMS Total				**89.16**
RIVERSIDE NURSERY	**745784**	10 Pansies	06/01/2016	29.90
	745792	Flowers for WYDOT Grant	06/09/2016	3,569.98
RIVERSIDE NURSERY Total				**3,599.88**
RMT	**T36605**	Parts	05/24/2016	431.20
RMT Total				**431.20**
ROCK SPRINGS NEWSPAPERS INC ROCKET MINER	**12368703**	Legal Notice for URA./MS Meeting	05/05/2016	38.04
	12379354	2016 Summer Day Camp Ad	05/28/2016	276.50
ROCK SPRINGS NEWSPAPERS INC ROCKET MINER Total				**314.54**
ROCK SPRINGS WINLECTRIC CO	**020393 00**	SCR. CVR Box	05/19/2016	55.54
ROCK SPRINGS WINLECTRIC CO Total				**55.54**
ROCK SPRINGS WINNELSON COMPANY	**208310 00**	Water Lids Heavy Duty	05/23/2016	274.32
	208442 00	1/2" Tubing	06/01/2016	93.20
	208442 02	Freight for Stainless Tubing	06/06/2016	73.85
	208491 00	Couplings and ball valves	05/25/2016	898.02
	208745 00	Gate Valve and thread tape	06/02/2016	620.75
ROCK SPRINGS WINNELSON COMPANY Total				**1,960.14**
ROCKY MOUNTAIN POWER	**0077052616**	ELCETRIC SERVICE	05/26/2016	46,121.17
ROCKY MOUNTAIN POWER Total				**46,121.17**
SAFETY- KLEEN SYSTEMS INC	**70171635**	SOLVENT TANK SERVICE	05/24/2016	391.12
SAFETY- KLEEN SYSTEMS INC Total				**391.12**
SCHAEFFERS MANUFACTURING COMPANY	**671212-INV1**	LUBRICANTS	05/27/2016	2,462.40
	671302-INV1	LUBRICANT	06/01/2016	1,918.80
SCHAEFFERS MANUFACTURING COMPANY Total				**4,381.20**
SHADOW MOUNTAIN WATER OF WYOMING, INC	**002.B158052**	Distilled Water	05/23/2016	7.00
	002.B158270	Distilled Water	06/06/2016	7.00
SHADOW MOUNTAIN WATER OF WYOMING, INC Total				**14.00**
SHEPARD CONSTRUCTION, INC.	**PAY APP 6**	SHOOTING RANGE	06/07/2016	108,090.00
SHEPARD CONSTRUCTION, INC. Total				**108,090.00**
SKAGGS PUBLIC SAFETY UNIFORMS & EQUIPMENT	**2677568 RI**	SHIRT AND PANTS	05/20/2016	2,122.00
	2682808 RI	PANTS	05/31/2016	93.95
SKAGGS PUBLIC SAFETY UNIFORMS & EQUIPMENT Total				**2,215.95**
SMITH'S FOOD & DRUG INC	**003569**	Donuts and Tropical Tray	06/06/2016	21.97
	016584	Kroger Freezer Pops	06/13/2016	13.49
	1832005	Rubbing Alcohol to remove adhesive	05/31/2016	5.23
	369881	Childs Playtime	06/05/2016	7.99
SMITH'S FOOD & DRUG INC Total				**48.68**
SUNRISE ENGINEERING INC	**SO5347.000**	Professional Services Through May 28 2016	06/03/2016	2,683.50
SUNRISE ENGINEERING INC Total				**2,683.50**
SUNROC CORPORATION	**40434647**	Decorative Rock Uintah 1"	05/16/2016	793.10
	40434999	Cobble Stone	05/17/2016	267.48
SUNROC CORPORATION Total				**1,060.58**
SWEETWATER CABLE TELEVISION COMPANY	**012923061016**	CABLE TV	06/10/2016	64.95
	015356061016	CABLE TV	06/10/2016	33.80
SWEETWATER CABLE TELEVISION COMPANY Total				**98.75**
SWEETWATER COUNTY DETENTION CENTER	**MAY 2016**	INMATE HOUSING	06/03/2016	1,190.00
SWEETWATER COUNTY DETENTION CENTER Total				**1,190.00**
SWEETWATER COUNTY HEALTH DEPARTMENT	**EH-1725**	In County Fee Water Testing	06/02/2016	20.00
	EH-1734	In County Fee Water Testing	06/02/2016	240.00
	EH-1735	Water Testing	06/02/2016	1,060.00
SWEETWATER COUNTY HEALTH DEPARTMENT Total				**1,320.00**
SWEETWATER COUNTY SCHOOL DISTRICT #2	**060116**	Snack for GRASP (March, April, May)	06/01/2016	442.69
SWEETWATER COUNTY SCHOOL DISTRICT #2 Total				**442.69**
SWEETWATER COUNTY WEED & PEST	**8416**	High Light Blue, Speed Zone	06/01/2016	2,153.65
SWEETWATER COUNTY WEED & PEST Total				**2,153.65**
SWEETWATER TROPHIES	**20305**	PLASTIC SIGNS	06/03/2016	62.80
SWEETWATER TROPHIES Total				**62.80**
TERMINIX OF WYOMING	**10274579**	Monthly Service for June	06/14/2016	42.00
TERMINIX OF WYOMING Total				**42.00**
THE GREEN RIVER STAR	**3601**	Spring Clean Up	05/04/2016	270.00
	3614	LEGAL / REFUSE COMPACTOR	05/04/2016	288.75
	3615	LEGAL / REFUSE CHASSIS	05/04/2016	288.75
	3630	LEGAL / RECYCLABLE MATERIALS - ALUMINUM	05/11/2016	157.50
	3631	LEGAL / RECYCLABLE MATERIALS	05/11/2016	157.50
	3632	LEGAL / RECYCLABLE PLASTICS	05/11/2016	157.50
	3634	Spring Clean Up	05/11/2016	270.00

THE GREEN RIVER STAR	**3637**	Hydrant Flushing Ad	05/11/2016	67.50
	3663	Water Quality Ad	05/18/2016	67.50
	3668	LEGAL / HVAC	05/18/2016	175.00
	3669	LEGAL / SURPLUS PROPERTY	05/18/2016	288.75
	3701	Display Ad - Arbor Day Thank you	05/25/2016	90.00
	3703	Hydrant Flushing Ad	05/25/2016	67.50
THE GREEN RIVER STAR Total				**2,346.25**
THE RADIO NETWORK	**16050553**	Green River Recreation Center Package	05/31/2016	138.88
	16050554	Green River Recreation Center Package	05/31/2016	138.88
	16050555	Green River Recreation Center Package	05/31/2016	138.88
	16050556	Green River Recreation Center Package	05/31/2016	138.88
THE RADIO NETWORK Total				**555.52**
THE TIRE DEN INC	**1-257548**	O-RING	05/20/2016	240.65
	1-258342	TURF SAVER	06/06/2016	120.00
	1-258406	Parts and Labor	06/06/2016	909.55
THE TIRE DEN INC Total				**1,270.20**
TURF EQUIPMENT & IRRIGATION	**399614-00**	JOINT BALL	06/03/2016	109.81
TURF EQUIPMENT & IRRIGATION Total				**109.81**
TYLER TECHNOLOGIES INC	**025-142413**	CASH DRAWER MAINTENANCE	12/16/2015	(32.27)
TYLER TECHNOLOGIES INC Total				**(32.27)**
UNIDESK CORPORATION	**4017**	1 YR SERVICE & SUPPORT LICENSES	05/12/2016	1,575.00
UNIDESK CORPORATION Total				**1,575.00**
UNIQUE SIGNS AND DESIGN LLC	**65411A**	12 VOLT	04/13/2016	105.92
UNIQUE SIGNS AND DESIGN LLC Total				**105.92**
UNIQUE TRUCK EQUIPMENT	**65553A**	PRIORITY START	04/19/2016	105.92
UNIQUE TRUCK EQUIPMENT Total				**105.92**
UNITED SERVICE AND SALES	**S45244**	DECK SPACER	05/04/2016	38.00
	S46034	CLUTCH	05/23/2016	358.53
	S46265	Pulley	05/26/2016	61.50
UNITED SERVICE AND SALES Total				**458.03**
UPS	**0000E80394176**	UPS Shipping	04/23/2016	105.19
	0000E80394226	POSTAGE	05/28/2016	14.16
UPS Total				**119.35**
US BANK	**ABOD ARCSER42316**	LIFEGUARD TRAINING	04/25/2016	175.00
	ABOD PARTY32516	BIRTHDAY SUPPLIES	04/25/2016	104.80
	ABOD PCIPAT32516	FIRST AIDE SUPPLIES	04/25/2016	294.10
	ABOD PCIPAT33016	First Aid Supplies	04/25/2016	13.25
	ABOD SMITHS	Misc Supplies	04/25/2016	8.99
	BCOR ATLASS51716	SUPPORT AGREEMENT	05/25/2016	20.00
	BHAL CANARC40116	MEMBERSHIP & CERTIFICATION	04/25/2016	70.00
	BHAL LOAFNJ42416	FUEL	04/25/2016	29.37
	BHAL VERNON41416	DESERT SNOW TOOL KIT	04/25/2016	183.95
	BMOR BENMEA50516	Safety Vests	05/25/2016	154.08
	BRAN GRACE52316	GARDENING SUPPLIES	05/25/2016	39.96
	CDUN DOLLTR40116	Birthday Party Supplies	04/25/2016	203.52
	CDUN FACEB033116	MISCELLANEOUS	04/25/2016	6.17
	CDUN FAMDOL32416	Office Supplies	04/25/2016	2.00
	CDUN MATS033016	TUMBLING MATS	04/25/2016	455.00
	CDUN NRPA 42016	CPRP RENEWAL	04/25/2016	60.00
	CDUN SMITH41916	SNACKS	04/25/2016	14.47
	CDUN SMITH42216	SNACKS	04/25/2016	33.49
	CDUN SMITHS40116	SNACKS	04/25/2016	25.98
	CDUN TRAMP033116	TAMPOLINE PARTS	04/25/2016	93.99
	DALL COUNTR51816	LODGING/SOUTH JORDAN	05/25/2016	243.22
	DALL WRIGHT50616	REGISTRATION/SANDY UT	05/25/2016	320.00
	DALL WYCHAPT5616	IAEI TRAINING REGISTERATION/THERMOPOLIS	05/25/2016	210.00
	DERI SMITHS51316	Bottled Water	05/25/2016	6.58
	ERICH E470E42916	TOLL	05/25/2016	3.55
	JBRO INKCAR51616	INK CARTRIDGES	05/25/2016	299.98
	JBRO STAPLE51716	COPY PAPER	05/25/2016	76.79
	JCHY CLIFFS51916	TRIGGER ASSEMBLY	05/25/2016	169.58
	JHOL HOMEDE51216	BATTERIES/CHARGER	05/25/2016	74.07
	JMEL BESTWE40616	LODGING/MELVIN-SHERIDAN, WY	04/25/2016	178.00
	JMEL GRCHAM33116	FLAMING GORGE DAYS BOOTH	04/25/2016	126.00
	JMEL WALMA41516	RHYTHM & RHYMES SUPPLIES	04/25/2016	59.64
	JNIE KUM&GO51416	FUEL	05/25/2016	33.32
	KBLO CONSTA42916	ADVERTISING	05/25/2016	5.00
	KBOD AMAZON41116	Birthday Party Supplies	04/25/2016	8.40

	KBOD SMITHS41516	Office Supplies	04/25/2016	28.67
	KCRO AMAZON42816	BATTERY JUMPER TERMINAL	05/25/2016	41.85
	KSAD STAPLE32416	Office Supplies	04/25/2016	29.97
	KWIL AACARG42616	AMERICAN AIRLINES CARGO TICKET	05/25/2016	217.81
	LBEN AMAZON43016	EVIDENCE ROOM SUPPLIES	05/25/2016	124.32
	LBEN AMAZON51816	STYLUS FOR HP	05/25/2016	15.99
	LBEN GRSTAR51216	GRADUATION DISPLAY AD	05/25/2016	61.50
	LBEN PROMOT42916	PROMOTIONAL ITEMS	05/25/2016	859.00
	LBEN RADIO051616	ADVERTISING	05/25/2016	200.00
	LBEN USPS051316	Shipping	05/25/2016	9.70
	MEAS HOMEDE42016	OMNI GRIP	05/25/2016	20.97
	MNEU SMITHS52416	Office Supplies	05/25/2016	51.34
	MTOL HOMEDE51816	PRUNERS/TRIMMERS/HEDGE SHEARS	05/25/2016	409.71
	ROWE ELEPH050916	FRAUD CHARGES	05/25/2016	213.00
	TMAD WEBST050516	FILTER ELEMENTS	05/25/2016	193.82
	TSMI TMEOFF50616	TIME/PEOPLE/SPORTS ILLUSTRATED	05/25/2016	102.37
US BANK Total				**6,382.27**
VALLI INFORMATION SYSTEMS	**35836**	UTILITY BILLS	05/31/2016	2,734.35
VALLI INFORMATION SYSTEMS Total				**2,734.35**
WARNE CHEMICAL AND EQUIPMENT COMPANY	**95152**	Nurti-Ject Completer 12ml	06/04/2016	411.00
WARNE CHEMICAL AND EQUIPMENT COMPANY Total				**411.00**
WASATCH CONTROLS	**270704471**	City Hall Locks	04/25/2016	9,050.50
WASATCH CONTROLS Total				**9,050.50**
WAYNE COLEMAN CONSTRUCTION, INC	**16077**	Payment Application #2	06/03/2016	25,889.40
WAYNE COLEMAN CONSTRUCTION, INC Total				**25,889.40**
WESCO DISTRIBUTION INC	**223351**	Field Installation Kits	05/20/2016	9.30
	2255.76	Holophan Light Pole	05/31/2016	1,607.56
	225577	Ballast	05/31/2016	18.00
	225578	Pull Box	05/31/2016	172.69
	226986	Bur KS22 Servit 6 STR-2 Sol	06/02/2016	4.54
WESCO DISTRIBUTION INC Total				**1,812.09**
WEST LAW OFFICE PC	**060116**	JUNE RETAINER	06/01/2016	6,000.00
WEST LAW OFFICE PC Total				**6,000.00**
WESTERN RELIEF LLC	**10665**	Regular Service for Horse Corrals	11/30/2015	114.00
	10666	Regular Sevice for Riverview Cemetery	11/30/2015	109.50
	10667	Regular Sevice for Expedition Island	11/30/2015	106.00
	10781	Regular Service for Thomas Moran Park	11/30/2015	214.00
	10782	Regular Service for FMC Park	11/30/2015	130.00
	11882	Regular Service for Thomas Moran Park	05/20/2016	196.00
	11883	Regular Service for FMC Park	05/20/2016	98.00
	11884	Regular Service for Horse Corrals	05/20/2016	98.00
	11885	Regular Service for Expedition Island	05/20/2016	98.00
	11886	Regular Sevice for Stratton Myers Park	05/20/2016	294.00
	11887	Regular Service for Veterans Park	05/20/2016	98.00
	11888	Regular Service for Collier Park	05/20/2016	98.00
	11889	Regular Service for Hoover Park	05/20/2016	98.00
	11890	Regular Service for Wyoming Park	05/20/2016	98.00
	11891	Regular Service for Evers Park	05/20/2016	119.00
	11892	Regular Service for Jaycee Park	05/20/2016	98.00
WESTERN RELIEF LLC Total				**2,066.50**
WHITAKER CONSTRUCTION CO., INC.	**18104**	Pay Application #2	06/01/2016	142,717.86
WHITAKER CONSTRUCTION CO., INC. Total				**142,717.86**
WHITE MOUNTAIN LUMBER & RENTAL	**2302944**	Ball Valve	05/04/2016	20.49
	2302966	Screed Boards and tools	05/05/2016	33.47
	2303483	Angle Grinder and Wheels	05/25/2016	83.93
	2303720	Form a gasket	06/01/2016	4.67
	2303938	Survey Stakes	06/09/2016	11.25
	2303963	Gal Bar & Chain Oil	06/10/2016	10.79
WHITE MOUNTAIN LUMBER & RENTAL Total				**164.60**
WYOMING MACHINERY COMPANY	**PO 4581841**	BOLTS	05/25/2016	11.40
	PO 4581842	Step A	05/25/2016	111.19
	PO 4583071	BELT	05/26/2016	55.48
	PO 4584369	BELT	05/27/2016	714.93
	PO 4590624	FILTER	06/03/2016	19.36
	PO 4593290	CAP AND VALVE	06/07/2016	7.55
	PO 4593291	SEAL AND SWITCH	06/07/2016	176.11
WYOMING MACHINERY COMPANY Total				**1,096.02**
Grand Total				**522,569.13**

Payroll
Presented for 6-21-16 City Council

Net Payroll		306,951.77
Deductions		100,251.94
Total Payroll	$	407,203.71

Period 6/3/2016 to 6/16/2016

Director of Finance, Chris Meats — Date

City Administrator, Reed Clevenger — Date

Mayor, Pete Rust — Date

Preauthorization List
Presented for 6-21-16 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
LEWIS & LEWIS- Pay Application #2 for 2016 Southside Water System Improvements	108,833.34
DEBERNARDI CONSTRUCTION - Pay Application #2 for 2nd South St Reconstruction	441,111.29
LANTIS FIREWORKS	5,000.00
HIGH COUNTRY WHOLESALE - Ammunition for police department	4,797.80
Total	**$ 1,624,742.43**

Requested by : _____
Director of Finance, Chris Meats