



City of Green River  
City Council Meeting  
Agenda Documentation

Preparation Date: September 1, 2016	Department: Administration
Meeting Date: September 6, 2016	Department Head: Reed Clevenger
	Presenter: Reed Clevenger

**Subject:**

Consideration to Approve the Memorandum of Understanding with the Sweetwater Economic Development Coalition

**Background/Alternatives:**

The City of Green River wishes to participate in a unified county-wide economic development effort and play an active role in diversifying along with strengthening our economic base.

The Sweetwater Economic Development Coalition's (SEDC) overall mission is to stimulate a diversified and strong economic climate in Sweetwater County. Through recruitment of new business opportunities, readily available assistance, actively developing and pursuing resources that support the sustainability of the economic environment of Sweetwater County

**Attachments:**

Equipment List

**Fiscal Impact:**

\$20,000 was budgeted for this program in the Community Development division

**Staff Impact:**

This will aid staff in recruiting and diversifying business'

**Legal Review:**

The MOU has been sent to legal counsel for review.

**Legal Review:**

I move to approve the MOU with the Sweetwater Economic Development Coalition in the amount of \$20,000, pending review and approval by legal counsel.

# Sweetwater Economic Development Coalition

1897 Dewar Drive Rock Springs, Wyoming 82901

(307)-362-3771

**Mission Statement:** The Sweetwater Economic Development Coalition's (SEDC) overall mission is to stimulate a diversified and strong economic climate in Sweetwater County. Through recruitment of new business opportunities, readily available assistance, actively developing and pursuing resources that support the sustainability of the economic environment of Sweetwater County.

## MEMORANDUM OF UNDERSTANDING

With the understanding that the City of Green River wishes to participate in a unified county-wide economic development effort and play an active role in diversifying along with strengthening our economic base. A memorandum of understanding is entered into between the City of Green River and the Rock Springs Chamber. This Memorandum of Understanding will be in place for an initial period of one year starting July 1, 2016- June 30, 2017. During this time frame the City of Green River agrees to pay four quarterly installments of \$5000.00 on the following dates: September 1, 2016, December 1, 2016, March 1, 2017, and June 1, 2017. Either party may dissolve this commitment at any time with 30 days' notice.

The following is a list of deliverables that will be completed by the Sweetwater Business Development Coalition by June 30, 2017.

- A. Maintain and upgrade a fully functioning Economic Development website on a countywide basis to the best of our ability.
- B. Maintain an updated inventory which include commercial and industrial real estate listings on G.I.S. site.
- C. Provide access to all partners which includes database, website, G.I.S. listings and toolkit resources.
- D. Work to secure grants when feasible to implement new Economic Development programs.
- E. Include City/County liaison in development of Strategic Planning and Recruitment.
- F. Accept the City/County Liaison as a full voting member of the SEDC.
- G. Pursue educational and certification opportunities for the Business Development Manager.
- H. Business Development Manager will provide written or oral reports to partners on a quarterly basis.
- I. SEDC will respond to business leads and inquires in a timely manner.
- J. SEDC will refer new business opportunities to an appropriate location within Sweetwater County.
- K. SEDC will strive to implement Business Expansion and Retention programs for all business in Sweetwater County.

*To accomplish these deliverables, the Business Development Manager will act as the central point of contact for business inquiries, relocation, and startup. The Business Development Manager will work with an advisory board consisting of representatives from each of the SEDC partner entities.*

Karla Leach, Chamber Board President \_\_\_\_\_

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

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