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

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: November 4, 2016	Department: Parks and Recreation
Meeting Date: December 6, 2016	Department Head: Brad Raney
	Presenter: Katie Duncombe, CPRP

Subject:

Approval of the 2017 Overland Stage Stampede Rodeo Memorandum of Understanding (MOU)

Background/Alternatives:

The MOU helps better define the tasks and responsibilities of the City of Green River and the Overland Stage Stampede Rodeo Committee. The document defines which party is responsible for expenses and how the revenue is collected and reallocated for the annual special event.

Attachments:

The 2017 Memorandum of Understanding

Fiscal Impact:

There is money budgeted for the Rodeo in Leisure Programs (620.PLOSS) for this expense.

Staff Impact:

Minimal

Legal Review:

Pending legal approval

CITY of GREEN RIVER

MEMORANDUM OF UNDERSTANDING

2017 Overland Stage Stampede Rodeo Event

The following document outlines an agreement of responsibilities between the City of Green River, Parks and Recreation Department and the Overland Stage Stampede Rodeo Committee.

RODEO COMMITTEE RESPONSIBILITIES:

The Committee was formed to help with the Annual Overland Stage Stampede Rodeo, a budgeted Leisure Program event within the Parks and Recreation Department, and acts in an advisory capacity to the Department of Parks and Recreation.

The Committee makes recommendations, suggestions and concerns on the Annual Rodeo to the Parks and Recreation Department.

The Committee helps staff implement the Rodeo in the following areas: admissions, concessions, entertainment, parking, security, assisting stock contractor, and help with the gates and stripping chutes.

The Committee is responsible for coordination and payment for all advertising.

The Committee assists in promoting the event by conducting radio/media appearances, word of mouth, hanging posters and advising on these promotions.

The Committee also assists with the preparation and approvals including, stock contractor, regarding the rodeo event. The Committee also takes responsibility for additional costs such as the timers, and judges.

The Committee will coordinate the sponsorship drive, through personal contact with businesses and other entities. They will also collect money and deposit this money in their account for rodeo expenses.

CITY OF GREEN RIVER RESPONSIBILITIES:

The City is responsible for contract negotiations, approval and payment of stock contractors.

The City is responsible for the purchasing of stock contractor services, half of feed supplies, ticket supplies regarding the rodeo event and the rodeo program.

The City is responsible for maintenance of the arena, before, during and after the rodeo event.

The City will make all final decisions concerning the rodeo, keeping in mind recommendations made by the Committee.

The City agrees to give a choice of concessionaire and proceeds, (i.e. food and drink to the Rodeo Committee.)

The City agrees to allow the Rodeo Committee to retain all the net profit from the 2017 Rodeo Event, in order to sustain the rodeo for future years.

RECOMMENDATION:

Staff recommends that the Governing Body approve this Memorandum of Understanding for the 2017 Overland Stage Stampede Rodeo, scheduled on Friday, June 2 and Saturday, June 3, 2017.

City of Green River:

P Rust, Mayor_____Date_____

Attest_____

Chris Meats, Finance Director/City Clerk Treasurer

Overland Stage Stampede Rodeo Planning Committee:

_____ 11-3-16

Overland Stage Stampede Rodeo Planning Committee
Chris Davis, Chair

Date