

BREAST CANCER AWARENESS MONTH PROCLAMATION

WHEREAS, October is National Breast Cancer Awareness Month; and

WHEREAS, October 21st is National Mammography Day; and

WHEREAS, breast cancer is the most common cancer among women except for non-melanoma skin cancers; and

WHEREAS, breast cancer is the second leading cause of cancer death in women, exceeded only by lung cancer; and

WHEREAS, almost 192,370 new cases of female invasive breast cancer will be diagnosed in 2011; and

WHEREAS, an estimated 1,910 cases of male breast cancer will be diagnosed in 2011; and

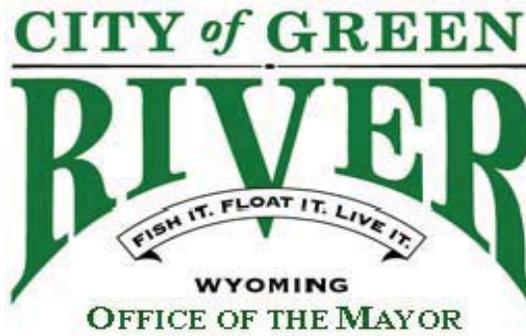
WHEREAS, death rates from breast cancer have been declining, and this change is believed to be the result of earlier detection and improved treatment; and

WHEREAS, mammography, an “x-ray of the breast”, is recognized as the single most effective method of detecting breast changes that may be cancer long before physical symptoms can be seen or felt:

NOW, THEREFORE, BE IT RESOLVED that I, Mayor Hank Castillon, do hereby declare October 2011 as **Breast Cancer Awareness Month** and October 21st as **Mammography Day** in Green River.

IN WITNESS WHEREOF I have hereunto set my hand this 18th day of October, 2011.

MAYOR HANK CASTILLON



COWBOYS AGAINST CANCER PROCLAMATION

WHEREAS, cancer is a disease that strikes many residents of Green River and Sweetwater County; and

WHEREAS, the cost of treatment of cancer is expensive and even prohibitive for some; and

WHEREAS, the Cowboys Against Cancer group was established by a cancer survivor from Sweetwater County to serve as a resource to help defray costs of cancer treatment for Sweetwater County cancer residents; and

WHEREAS, Cowboys Against Cancer is a non-profit, 100% volunteer organization that has received awards from several national organizations for their contribution to our community; and

WHEREAS, Cowboys Against Cancer has helped hundreds of individuals and families in Sweetwater County; and

WHEREAS, on November 5, 2011, Cowboys Against Cancer will hold their 17th annual major fundraising event to generate funds for their financial assistance program;

NOW, THEREFORE, BE IT RESOLVED that I, Mayor Hank Castillon, do hereby declare the month of **NOVEMBER 2011** as

COWBOYS AGAINST CANCER AWARENESS MONTH

and urge all citizens to recognize and participate in its cause.

IN WITNESS WHEREOF I have hereunto set my hand this 18th day of October, 2011.

A blue ink signature of Mayor Hank Castillon, written in a cursive style. Below the signature is a horizontal line, and underneath that line, the name "Mayor Hank Castillon" is printed in a black, sans-serif font.

Mayor Hank Castillon



EXTRA MILE DAY PROCLAMATION

WHEREAS, Green River is a community that acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Green River is a community that encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Green River is a community that chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Green River acknowledges the mission of the Extra Mile America Foundation to create 200 Extra Mile cities and states in America and is proud to support “Extra Mile Day”:

Now, THEREFORE, BE IT RESOLVED that I, Mayor Hank Castillon, do hereby declare **November 1, 2011** to be

EXTRA MILE DAY

in Green River and urge each individual in our community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those around who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

IN WITNESS WHEREOF I have hereunto set my hand this 18th day of October, 2011.

A handwritten signature in blue ink, appearing to read "Hank Castillon", written over a horizontal line.

MAYOR HANK CASTILLON

ORDINANCE NO. 11-__

AN ORDINANCE AMENDING SECTION 1 OF GREEN RIVER ORDINANCE 00-02, AND SECTION 24-1 OF THE GREEN RIVER CODE OF ORDINANCES, CITY OF GREEN RIVER, STATE OF WYOMING, TO INCORPORATE AMENDMENTS TO THE UNIFORM ACT REGULATING TRAFFIC ON HIGHWAYS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING,

Section 1: That Section 1 of Green River Ordinance No. 00-02 and Section 24-1 of the Green River Code of Ordinances, City of Green River, Wyoming, is hereby amended to read as follows:

Section 24-1. Adoption of Uniform Act Regulating Traffic on Highways.

Pursuant to the authority set forth in Wyoming Statutes Annotated Section 15-1-119 (LexisNexis 2011), the Uniform Act Regulating Traffic on Highways (Wyoming Statutes sections 31-5-101 through 31-5-1214), be and hereby is adopted by reference by the City of Green River, Wyoming, with the exception of the following sections:

- (1) § 31-5-112
- (2) § 31-5-118
- (3) § 31-5-225(b)
- (4) § 31-5-233 through 237
- (5) § 31-5-502
- (6) § 31-5-930
- (7) § 31-5-959
- (8) § 31-5-1101
- (9) § 31-5-1108(d)
- (10) § 31-5-1112
- (11) § 31-5-1201
- (12) § 31-5-1206(c)

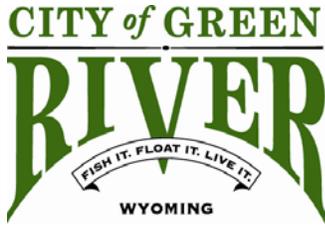
PASSED, ADOPTED AND APPROVED this ____ day of _____, 2011.

H. Castillon, Mayor

ATTEST:

Jeffrey V. Nieters, City Clerk

First Reading:
Second Reading:
Third Reading:



City of Green River City Council Meeting Agenda Documentation

Preparation Date: 10/7/11	Submitting Department: Finance
Meeting Date: 10/18/11	Department Director: Jeff Nieters
	Presenter: Jeff Nieters

Subject: ORDINANCE TO REPEAL TREE ADVISORY BOARD

Purpose Statement

To repeal Ordinance 84-2; and Chapter 2, Article V, Sections 2-91 through 2-96, of the Green River Code of Ordinances, titled “Tree Advisory Board”.

Background/Alternatives

The Tree Advisory Board ordinance was adopted in January 17, 1984. The city established the City Tree Board by Ordinance 06-05 on June 6, 2006 under Chapter 19 – Parks and Recreation of the Green River Code of Ordinances, without repealing Ordinance 84-2; and Chapter 2, Article V, Sections 2-91 through 2-96, titled “Tree Advisory Board”.

Adoption of this ordinance will clean up the ordinances and the code book.

Attachments: Ordinance

Fiscal Impact: none

Staff Impact: none

Legal Review:

Recommendation: approval

Suggested Motion

I move to approve, on second reading, an ordinance repealing Ordinance 84-2; and Chapter 2, Article V, Sections 2-91 through 2-96, of the Green River Code of Ordinances, titled “Tree Advisory Board”

ORDINANCE NO. 11-_____

AN ORDINANCE REPEALING ORDINANCE 84-2; AND CHAPTER 2, ARTICLE V, SECTIONS 2-91 THROUGH 2-96, TITLED "TREE ADVISORY BOARD", OF THE GREEN RIVER CODE OF ORDINANCES

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING;

Section 1: That Ordinance 84-2; and Chapter 2, Article V, Sections 2-91 through 2-96, titled "Tree Advisory Board", of the Green River Code of Ordinances, City of Green River, State of Wyoming, be and hereby are repealed in their entirety.

PASSED, ADOPTED AND APPROVED ON this _____ day of October, 2011.

H. Castillon, Mayor

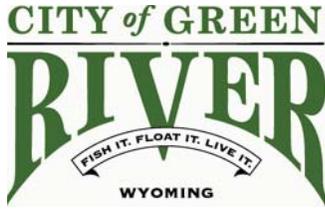
Attest:

Jeffrey V. Nieters, City Clerk

First Reading:

Second Reading:

Third Reading:



City of Green River
 City Council Meeting
 Agenda Documentation

Preparation Date: 10/7/2011	Submitting Departments: Community Development and Public Works
Meeting Date: 10/18/2011	Department Directors: Laura Hansen and Mike Nelson
	Presenter: Laura Hansen

Subject: ORDINANCE PROHIBITING OBSTRUCTIONS WITHIN STREETS, SIDEWALKS AND OTHER PUBLIC PLACES – 2ND READING.

Purpose Statement:

Consideration of an Ordinance on second reading amending Section 22-1 of the Green River Code of Ordinances, City of Green River, State of Wyoming, to prohibit obstructions within streets, sidewalks and other public places.

Background/Alternatives:

The Governing Body held a workshop on September 13, 2011 to discuss multiple issues relating to streets, sidewalks, curb and gutters. Of the items discussed was the issue of obstructions within street right-of-ways. Throughout the City of Green River, property owners have placed ramps in the gutters to provide better access points into their properties. This, however, creates problems relative to drainage along the gutter which in turn lends to deterioration of the street itself.

In addition to these ramps, other obstructions that can found within the rights-of-way include fences, signs, vegetation, and building materials.

Issues resulting from obstructions include safety (pedestrian traffic obstacles, ice buildup, ponding, children and visibility), appearance, drainage and the durability of the concrete and asphalt.

The existing language in Section 22-1 of the Green River Code of Ordinances titled “Obstructions” does not address obstructions. The ordinance will amend the language by creating a new paragraph addressing this issue.

A draft Administrative Procedure has been prepared for issuance by the City Administrator after the Ordinance becomes effective (see attached). The Administrative Procedure outlines the procedures and policies that will be followed governing the removal of obstructions under the following circumstances:

- A) Property owner initiated removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.
- B) City removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.
- C) Removal of new curb/gutter obstructions constructed after the effective date of Ordinance No. _____.
- D) Unintentional removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.

Attachments:

Draft Ordinance for 2nd Reading – clean copy
Draft Ordinance – redlined copy showing changes.
Draft Administrative Procedure for the Removal of Curb/Gutter Obstructions

Fiscal Impact:

Enforcement cost associated with new law if passed. Savings of costs associated with replacing deteriorated concrete and asphalt due to the obstructions.

Staff Impact: Same as above.

Legal Review: Approved by legal counsel.

Recommendation: Pass on second reading.

Suggested Motion: I MOVE to approve on second reading, an ordinance amending Section 22-1 of the Green River Code of Ordinances, City of Green River, State of Wyoming, to prohibit obstructions within streets, sidewalks and other public places.

ORDINANCE NO. 11-_____

AN ORDINANCE AMENDING SECTION 22-1 OF THE GREEN RIVER CODE OF ORDINANCES, CITY OF GREEN RIVER, STATE OF WYOMING, AMENDING SECTION 22-1, TITLED "OBSTRUCTIONS" AND PERTAINING TO OBSTRUCTIONS WITHIN STREETS, SIDEWALKS AND OTHER PUBLIC PLACES.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING,

Section 1: That Chapter 22, Article 1, Section 22-1 of the Green River Code of Ordinances, City of Green River, Wyoming, be and hereby is amended to read as follows:

Section 22-1. Obstructions.

- (a) It shall be unlawful for any person to erect, build, set up or maintain, in whole or in part, any fence, sign, vegetation, shop, building materials, or any building or obstruction of any kind in or upon any street, avenue, alley, curb, gutter or sidewalk or other public ground within this City; nor shall any sign, awning or other obstruction be suspended from any building, or in any other manner, into or over any sidewalk or street or alley, so as to obstruct in any manner the free passage of drainage, people, or in any manner obstruct travel.
- (b) It shall be unlawful for any person to make any excavation or dig any ditch in any improved or unimproved right-of-way dedicated for street or alley purposes in the city without first obtaining an excavation permit from the community development department.

Section 2: That this ordinance shall take effect immediately upon passage and publication as required by law.

PASSED, adopted and approved this _____ day of _____ 2011.

Hank Castillon, Mayor

ATTEST:

Jeffery V. Nieters, City Clerk

1st Reading:
2nd Reading:
3rd Reading:

ORDINANCE NO. 11-_____

AN ORDINANCE AMENDING SECTION 22-1 OF THE GREEN RIVER CODE OF ORDINANCES, CITY OF GREEN RIVER, STATE OF WYOMING, AMENDING SECTION 22-1, TITLED "OBSTRUCTIONS" AND PERTAINING TO OBSTRUCTIONS WITHIN STREETS, SIDEWALKS AND OTHER PUBLIC PLACES.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING,

Section 1: That Chapter 22, Article 1, Section 22-1 of the Green River Code of Ordinances, City of Green River, Wyoming, be and hereby is amended to read as follows:

Section 22-1. Obstructions.

(a) It shall be unlawful for any person to erect, build, set up or maintain, in whole or in part, any fence, sign, vegetation, shop, building materials, or any building or obstruction of any kind in or upon any street, avenue, alley, curb, gutter or sidewalk or other public ground within this City; nor shall any sign, awning or other obstruction be suspended from any building, or in any other manner, into or over any sidewalk or street or alley, so as to obstruct in any manner the free passage of drainage, people, or in any manner obstruct travel.

(b) It shall be unlawful for any person to make any excavation or dig any ditch in any paved, oiled, graveled, improved or unimproved right-of-way dedicated for street or alley purposes in the city without first obtaining an excavation permit from the community development department.

Section 2: That this ordinance shall take effect immediately upon passage and publication as required by law.

PASSED, adopted and approved this _____ day of _____ 2011.

Hank Castillon, Mayor

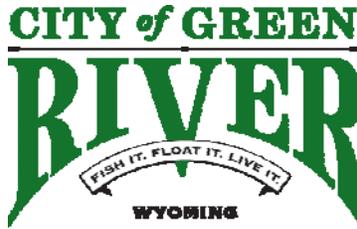
ATTEST:

Jeffery V. Nieters, City Clerk

1st Reading:

2nd Reading:

3rd Reading:



Title: Removal of Curb/Gutter Obstructions

Effective Date:

1. Purpose

It has been determined that the placement of obstructions within the curb/gutter portion of the street right-of-way is a matter of public concern and it is in the City's interest to assist in the removal of existing curb/gutter obstructions and prohibit the construction of any new curb/gutter obstructions. The Governing Body of the City of Green River passed Ordinance No. _____ to address this issue on _____, 2011. The effective date of Ordinance No. _____ is _____.

The purpose of this regulation is to establish a policy governing the removal of curb/gutter obstructions within the City's rights-of-way under the following circumstances:

- A) Property owner initiated removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.
- B) City removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.
- C) Removal of new curb/gutter obstructions constructed after the effective date of Ordinance No. _____.
- D) Unintentional removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.

2. Procedure

The City of Green River acknowledges that there are many pre-existing curb/gutter obstructions within the City, many of which were not constructed by the current property owner, and which were constructed due to the lack of presence of a defined driveway cut. The following procedures address the removal of existing non-compliant curb/gutter obstructions as well as removal of new curb/gutter obstructions.

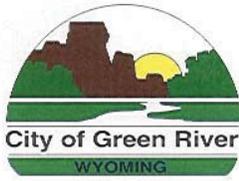
- A) Property owner initiated removal of existing non-compliant curb/gutter obstruction:
 - 1. To encourage property owners to remove non-compliant curb/gutter obstructions, the property owner may apply for the Sidewalk 50/50 program, provided that the criterion of the Sidewalk 50/50 Program is met. The property owner will then remove the qualifying existing sidewalk, curb/gutter (including the obstruction) and replace said sidewalk sections with a designated driveway cut. Provided that funds are available, as this program is administered on a first come/first serve basis, the property owner may be reimbursed 50% of the cost as determined by the Sidewalk 50/50 program.

- B) City removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____ pertaining to obstructions.
1. It is not the intent of the City of Green River to remove all pre-existing curb/gutter obstructions within the City. However, if it is determined by the Director of Public Works, through recommendations of staff, that a pre-existing non-compliant obstruction needs to be removed due to the extent of damage it is causing within the public right-of-way or adjacent property, the City reserves the right to remove the obstruction from the public right-of-way as follows:
 - (a) The property owner will be contacted by the Public Works representative via mail or phone to discuss the situation. The correspondence will include the reasoning as to why the obstruction needs to be removed.
 - (b) The property owner will be provided and must choose from the following options:
 1. The City will remove the obstruction only and leave the existing sidewalk, curb and gutter as is. An estimated date of removal will be provided to the property owner.
 2. The property owner may apply for the Sidewalk 50/50 program as outlined in 2.A. above to remove the sidewalk, curb/gutter and obstruction and replace with a designated driveway cut. If this option is selected, the property owner and the City of Green River must agree on an acceptable date of compliance. Public Works will follow up as necessary.
 3. Any other options deemed applicable by the Public Works representative.
- C) Removal of new curb/gutter obstructions constructed after the effective date of Ordinance No. _____.
1. Placement of any obstruction in the curb/gutter after the effective date of Ordinance No. _____ is deemed a violation.
 2. If it is determined that an obstruction is placed within the curb/gutter after the effective date of Ordinance No. _____, any City representative from Public Works or Community Development may issue a Courtesy Notice to the property owner to advise the property owner of the violation. Within the Courtesy Notice, the property owner will be provided a reasonable time to remove the obstruction, at the property owner's expense.
 3. The City representative that issued the Courtesy Notice will re-inspect the property on the date of requested compliance. If the obstruction has not been removed, the City representative will contact the City of Green River Police Department to proceed with the issuance of a citation.
 4. The City representative will follow up as necessary.
- D) Unintentional removal of non-compliant curb/gutter obstructions that existed prior to the effective date of Ordinance No. _____.
1. Obstructions completely or partially removed unintentionally by standard street maintenance and operations are not permitted to be reconstructed.
 2. Obstructions completely or partially removed by natural deterioration are not permitted to be reconstruction.

3. Property owner initiated removal of any damaged obstruction will follow the procedures outlined in Section A above.
4. Removal of any reconstructed obstruction in violation of this section will follow the procedures outlined in Section C above.

Barry Cook
City Administrator

DRAFT



City of Green River City Council Meeting Agenda Documentation

Preparation Date: 10-7-11	Department: Police Department
Meeting Date: 10-18-11	Department Head: Interim Chief Chris Steffen
	Presenter: Interim Chief Chris Steffen

Subject: ORDINANCE SECTION 24-24 PARKING OF MOTOR VEHICLES AND TOWED VEHICLES ON STREETS AND ALLEYS.

Purpose Statement:

Consideration of an ordinance on first reading amending section 24-24 of the Green River Code of Ordinances, City of Green River, State of Wyoming, dealing with Parking of Motor Vehicles and Towed Vehicles on Streets and Alleys.

Background/Alternatives:

Several times over the past months, the Governing Body has discussed several different re-writes of the current ordinance pertaining to the Parking of Motor Vehicles and Towed Vehicles on city streets and alleys. Currently, subsection (a) of the ordinance, Parking of Motor Vehicles on Streets and Alleys, is not being changed from its current wording.

Section (b) of the ordinance, pertaining to the parking of towed vehicles, is proposed to be changed by removing “other than for loading and unloading purposes”, and keeping the 72 hour time restriction in place.

Section (c) is being inserted to read “Moving such motor vehicle or towed vehicle from one location to another on any street or alley or from one such street or alley to another shall not excuse the violation nor toll the five (5) day or seventy-two (72) hour time limit, as applicable.” This has been an ongoing problem for the Police Department when citizens moves a parking violation vehicle or trailer a short distance, without removing it from its current location on the street or alley, and thus “re-setting” the violation time. Officers will use good judgment and discretion in evaluating each situation, understanding that this means if the vehicle or trailer is moved from its current location for a period of time, that it restarts the period for which a vehicle or trailer is allowed to be parked on the street or alley.

Streamlining the entire ordinance will make for better understanding by the citizens, without prolonging vehicles or trailers parked on a city street or alley, and also makes for easier enforcement by the Police Department.

Attachments:

Draft Ordinance for First Read – clean copy.

Draft Ordinance showing red-line changes.

Fiscal Impact:

This will allow for better allocation of time spent by the Police Department during the enforcement of the parking ordinance.

Staff Impact:

Same as above.

Legal Review:

Already approved by Legal Review.

Recommendation:

Pass on First Reading.

Suggested Motion:

I MOVE to approve on first reading, an ordinance amending Section 24-24 of the Green River Code of Ordinances, City of Green River, State of Wyoming, Parking of Motor Vehicles and Towed Vehicles on Streets and Alleys.

ORDINANCE NO. 11-

AN ORDINANCE AMENDING SECTION 24-24 OF THE GREEN RIVER CODE OF ORDINANCES, CITY OF GREEN RIVER, STATE OF WYOMING, TO CHANGE THE NUMBER OF DAYS A VEHICLE CAN BE PARKED ON A CITY STREET

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING,

Section 1: That Section 24-24 of the Green River Code of Ordinances, City of Green River, Wyoming, is hereby amended in its entirety to read as follows:

Section 24-24. Parking of Motor Vehicles and Towed Vehicles on Streets and Alleys.

- (a) It shall be unlawful for the owner or operator of any motor vehicle to park or allow the same to be parked on any street or alley within the city for a period of more than five (5) consecutive days in any fourteen-day period.
- (b) It shall be unlawful for the owner or operator of any towed vehicle to park the same on any street or alley within the city for a period of time of more than 72 consecutive hours. The term "towed vehicle" shall mean any type of wheeled vehicle, regardless of the use for which it is designed, which is to be pulled by any motor vehicle.
- (c) Moving such motor vehicle or towed vehicle from one location to another on any street or alley or from one such street or alley to another shall not excuse the violation nor toll the five (5) day or seventy-two (72) hour time limit, as applicable.

PASSED, ADOPTED AND APPROVED this _____ day of November, 2011.

H. Castillon, Mayor

ATTEST:

Jeffrey V. Nieters, City Clerk

First Reading:
Second Reading:
Third Reading:

ORDINANCE NO. 11-

AN ORDINANCE AMENDING SECTION 24-24 OF THE GREEN RIVER CODE OF ORDINANCES, CITY OF GREEN RIVER, STATE OF WYOMING, TO CHANGE THE NUMBER OF DAYS A VEHICLE CAN BE PARKED ON A CITY STREET

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING,

Section 1: That Section 24-24 of the Green River Code of Ordinances, City of Green River, Wyoming, is hereby amended in its entirety to read as follows:

Section 24-24. Parking of Motor Vehicles and Towed Vehicles on Streets and Alleys.

(a) It shall be unlawful for the owner or operator of any motor vehicle to park or allow the same to be parked on any street or alley within the city for a period of more than five (5) consecutive days in any fourteen-day period.

(b) It shall be unlawful for the owner or operator of any towed vehicle to park the same on any street or alley within the city ~~other than for loading and unloading~~ for a period of time of more than 72 consecutive hours ~~in any fourteen day period~~. **The term "towed vehicle" shall mean any type of wheeled vehicle, regardless of the use for which it is designed, which is to be pulled by any motor vehicle.**

(c) **Moving such motor vehicle or towed vehicle from one location to another on any street or alley or from one such street or alley to another shall not excuse the violation nor toll the five (5) day or seventy-two (72) hour time limit, as applicable.**

PASSED, ADOPTED AND APPROVED this _____ day of November, 2011.

H. Castillon, Mayor

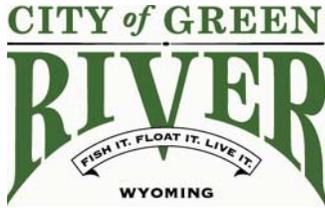
ATTEST:

Jeffrey V. Nieters, City Clerk

First Reading:

Second Reading:

Third Reading:



City of Green River
 City Council Meeting
 Agenda Documentation

Preparation Date: 10/11/2011	Submitting Departments: Community Development and Public Works
Meeting Date: 10/18/2011	Department Directors: Laura Hansen and Mike Nelson
	Presenter: Laura Hansen

Subject: A RESOLUTION RESCINDING RESOLUTION NO. R01-47 AND REESTABLISHING THE STANDARD CURB AND GUTTER DESIGN FOR NEW CONSTRUCTION AND RECONSTRUCTION OF STREETS WITHIN THE CITY OF GREEN RIVER, AND REESTABLISHING GUIDELINES FOR THE REPLACEMENT AND MAINTENANCE OF CURB, GUTTER, AND SIDEWALK WITHIN THE CITY.

Purpose Statement:

Consideration of a Resolution rescinding Resolution No. R01-47 and reestablishing the standard curb and gutter design for new construction and reconstruction of streets within the City of Green River, and reestablishing guidelines for the replacement and maintenance of curb, gutter, and sidewalk within the City.

Background/Alternatives:

The Governing Body held a workshop on September 13, 2011 to discuss multiple issues relating to streets, sidewalks, curb and gutters. Items discussed included curb and gutter construction standards and the City’s Sidewalk 50/50 program. The new resolution is broken down into four separate sections as follows:

Section 1 addresses the installation of new curb and gutter as part of new street construction. It outlines the following criteria:

- a) Minimum 6” vertical concrete curb with a 2’ pan and a 2” flow line as depicted in Exhibit A, as attached and incorporated into the Resolution. This is the high back curb as discussed during the workshop.
- b) The City of Green River Engineering Division may approve an alternative design when it is determined that the alternative design is capable of carrying at least an equivalent drainage capacity to the standard provided and paragraph “a” and also provides for sufficient vehicular and pedestrian separation. This allows the option of a designed alternative that will be reviewed to ensure adequate drainage and vehicle/pedestrian separation.

- c) The location of new driveway cut locations shall be approved by the City of Green River Engineering Division. This is carried over from the previous resolution. Driveway placement will be reviewed for safety.

Section 2 addresses the installation of curb and gutter as part of a City funded street reconstruction project. The City will follow the same standards as new developers and therefore, the same criterion that is found in Section 1 is outlined for these projects as well.

Section 3 addresses the installation of curb and gutter when it becomes necessary for a property owner to replace the curb and gutter adjacent to their property. The criterion are similar as found in Sections 1 and 2 however, the language allows a property owner to match the curb and gutter that is found next to their property provided that certain engineering items are addressed (i.e. not impeding drainage, expansion joints to avoid differential shifting and thickness requirements). Again, any new driveway locations will be reviewed for safety.

And finally, Section 4 of the Resolution re-establishes the City's Sidewalk 50/50 Replacement Program. No changes were made to the criteria for qualifying for the program, however, the process is now outlined more clearly.

Attachments:

New Resolution for approval
Resolution R01-47 – to be rescinded

Fiscal Impact:

Sidewalk 50/50 program funding is established annually through the budget process.

Staff Impact: No changes to staff impact.

Legal Review: Pending legal review.

Recommendation: Approval of the resolution.

Suggested Motion: I MOVE to approve the Resolution that rescinds Resolution R01-47, reestablishes the standard curb and gutter design, and reestablishes guidelines for the replacement and maintenance of curb, gutter, and sidewalk within the City.

Resolution No. R11-_____

A RESOLUTION RESCINDING RESOLUTION NO. R01-47 AND REESTABLISHING THE STANDARD CURB AND GUTTER DESIGN FOR NEW CONSTRUCTION AND RECONSTRUCTION OF STREETS WITHIN THE CITY OF GREEN RIVER, AND REESTABLISHING GUIDELINES FOR THE REPLACEMENT AND MAINTENANCE OF CURB, GUTTER, AND SIDEWALK WITHIN THE CITY.

Whereas, the Governing Body of the City of Green River held a workshop on September 13, 2011 to discuss the need to modify Resolution R01-47 to address standards for new curb and gutter construction, to reevaluate the criteria for replacement curb and gutter, and evaluate the administration of the Sidewalk Replacement Program; and,

Whereas, the Governing Body desires to establish a standard curb and gutter design for new and existing streets within the City; and,

Whereas, the Governing Body desires to establish guidelines for the replacement of curb, gutter, and sidewalk during Capital Improvement Projects; and,

Whereas, the Governing Body desires to establish guidelines for the City to provide partial funding to property owners for the replacement of curb, gutter, and sidewalk within the City.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GREEN RIVER, STATE OF WYOMING;

Section 1. When it becomes necessary to install new curb and gutter as part of new street construction, the standard design for curb and gutter within the City of Green River shall be as follows:

- a) Minimum 6” vertical concrete curb with a 2’ pan and a 2” flow line as depicted in Exhibit A, as attached and incorporated into this Resolution.
- b) The City of Green River Engineering Division may approve an alternative design when it is determined that the alternative design is capable of carrying at least an equivalent drainage capacity to the standard provided and paragraph “a” and also provides for sufficient vehicular and pedestrian separation.
- c) The location of new driveway cut locations shall be approved by the City of Green River Engineering Division.

Section 2. When it becomes necessary to replace the curb and gutter as part of a City funded street reconstruction project, the standard design for curb and gutter shall be as follows:

- a) Minimum 6” vertical concrete curb with a 2’ pan and a 2” flow line as depicted in Exhibit A, as attached and incorporated into this Resolution.
- b) The City of Green River Engineering Division may approve an alternative design when it is determined that the alternative design is capable of carrying at least an equivalent drainage

capacity to the standard provided and paragraph “a” and also provides for sufficient vehicular and pedestrian separation.

- c) The location of new driveway cut locations shall be approved by the City of Green River Engineering Division.

Section 3. When it becomes necessary for a property owner to replace the curb and gutter adjacent to their property, the standard design for curb and gutter shall be as follows:

- a) Minimum 6” vertical concrete curb with a 2’ pan and a 2” flow line as depicted in Exhibit A, as attached and incorporated into this Resolution.
- b) The City of Green River Engineering Division may approve plans to match adjoining curb and gutter provided:
 - 1) Replacement curb and gutter does not impede the established flow line and is constructed in a manner that facilitates and maintains existing drainage flows; and,
 - 2) Driving surfaces shall be a minimum of 6” thickness and non-driving surfaces shall be minimum thickness of 4”.
- c) The location of new driveway cut locations shall be approved by the City of Green River Engineering Division.
- d) One half inch expansion joint material shall be placed on both sides of the replacement concrete and against any existing concrete.
- e) Work performed shall be governed by appropriate sections of the City of Green River Standard Specifications.

Section 4. The City of Green River Sidewalk Replacement Program (Sidewalk 50/50 Program) is hereby established as follows:

- (a) For sidewalks that are not under warranty of a Capital Improvement Project, the City of Green River shall provide partial funding for replacement under the following conditions:
 - 1) The sidewalk section has heaved or settled causing a differential elevation of at least one-half inch (1/2”); or,
 - 2) The sidewalk section has spalled over more than twenty-five percent (25%) of its surface area; or,
 - 3) The sidewalk section has “road map” cracking over more than seventy-five percent (75%) of its surface area; or,
 - 4) The sidewalk section contains a single crack, which has opened more than one-half inch (1/2”); or,
 - 5) The sidewalk section contains two (2) or more traverse or longitudinal cracks; or,

(b) General Criteria:

- 1) Participation in this program requires prior approval from the Coordinator.
- 2) For the application to be approved the sidewalk must meet at least one of the five criteria mentioned above.
- 3) Work performed shall be limited to replacement of existing sidewalk, curb, gutter, and associated incidentals (as approved by the Coordinator).
- 4) When necessary, curb and gutter will be replaced only if attached sidewalk is removed. No repairs shall be made to curb and gutter separately.
- 5) Construction shall be performed by an approved Contractor, licensed to do business within the City of Green River.
- 6) Work performed shall be governed by appropriate sections of the City of Green River Standard Specifications and shall comply with the design standards listed in Section 3 of this Resolution.
- 7) New sidewalk is eligible under this program only where curb and gutter already exists.
- 8) Program shall be limited to only work performed within the public rights-of-way.
- 9) Work under this program shall be performed only on those sections of sidewalk approved by the Coordinator as meeting the criteria set out in this Resolution.

(c) Administration:

- 1) The Governing Body will determine yearly, through the City's budget proceedings, the amount of funds to be appropriated for the program. Applications for partial funding shall be on a first come, first serve basis. After the annual funds are expended, applicants may, at their option, be placed on a waiting list for the next available funds.
- 2) No preference shall be given to any application due to geographical location and/or zoning.
- 3) The sidewalk must be inspected and the need for replacement must be confirmed by the Coordinator. Work under this program shall be performed only on those sections of sidewalk approved for replacement. The applicant will be notified of their acceptance into the Sidewalk Replacement Program.
- 4) The Applicant shall submit a bid from their selected contractor within 30 days of receiving acceptance into the Sidewalk Replacement Program. The bid shall at a minimum provide the unit cost of concrete and the itemized measurements for the various items of work to be constructed. The Coordinator will review the bid to

verify the unit prices (compare unit prices to standard unit prices) and the area of the work to be performed. Based on the cost estimate and qualifying area, the Coordinator will issue a Notice to Proceed approving the dollar amount of work to be performed and the amount to be reimbursed by the City of Green River (at 50% of the approved dollar amount of work to be performed).

- 5) Construction shall be completed within sixty (60) days of the issued Notice to Proceed.
- 6) Following completion of construction and acceptance of work by both the City and Applicant, the Coordinator shall measure all work complete and in place. Based on these measurements and the unit prices quoted for the various items of work, a final determination of costs will be made. The City will grant to the applicant reimbursement under this final determination.
- 7) The contractor will provide a one year guarantee and the City will provide a second year guarantee. After the second year it becomes the responsibility of the property owner to maintain, repair, or replace the sidewalk.

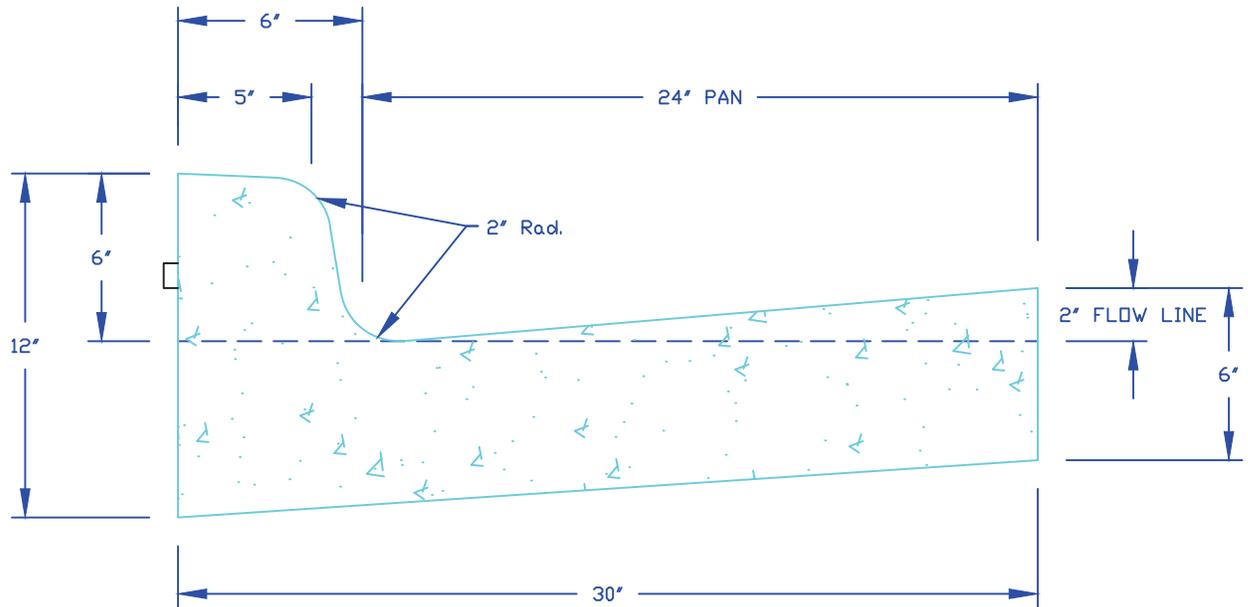
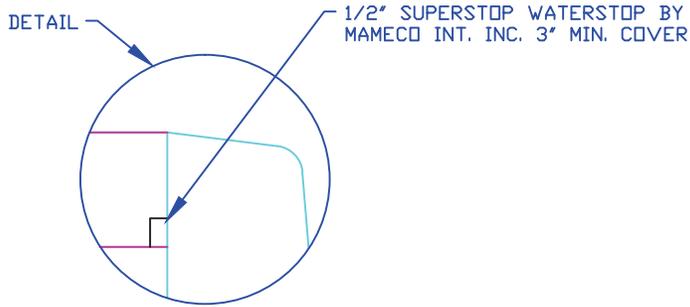
PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF OCTOBER, 2011.

SIGNED:

ATTEST:

Hank Castillon, Mayor

Jeffrey Nieters, City Clerk



NOTES:

1. SUBGRADE COMPACTION WILL EXCEED 90% OF THE MODIFIED PROCTOR.
2. 1/2" EXPANSION JOINT MATERIAL SHALL BE PLACED AT CURB TURNS, BEGINNING OF TRANSITION SECTION, AGAINST EXISTING CONCRETE, AND AT MAXIMUM SPACING OF 150 FEET.
3. CONTRACTION JOINTS* SHALL BE SPACED AT 10 FEET INTERVALS.
4. NO CURB AND GUTTER SHALL BE PLACED WITHOUT A FINAL FORM INSPECTION BY THE CITY.
5. 4500 PSI MINIMUM CONCRETE SHALL BE USED.
6. 5%-7% ENTRAINED AIRWITH LESS THAN 5" SLUMP IS REQUIRED.

* CONTRACTION JOINTS SHALL BE CONSTRUCTED BY SCORING. THE SCORE WILL BE DONE USING A TOOL THAT PENETRATES TO THE MINIMUM DEPTH TO DESTROYING AGGREGATE INTERLOCK AND LEAVES ROUNDED CORNERS.



CITY OF GREEN RIVER
STANDARD SPECIFICATIONS

NOT TO
SCALE

CURB & GUTTER DETAIL

EXHIBIT
A

RESOLUTION NO. R01-47

A Resolution establishing the standard curb and gutter design for new construction and reconstruction of streets within the City of Green River, and establishing guidelines for the replacement and maintenance of curb, gutter, and sidewalk within the City.

WHEREAS, the City Council desires to establish a standard curb and gutter design for streets within the City; and

WHEREAS, the City Council desires to establish guidelines for the replacement of curb, gutter, and sidewalk during Capital Improvement Projects; and

WHEREAS, the City Council desires to establish guidelines for the City to provide partial funding to property owners for the replacement of curb, gutter, and sidewalk within the City.

NOW, THEREFORE, be it resolved by the Governing Body of the City of Green River, State of Wyoming:

Section 1. When it becomes necessary to replace the curb and gutter, the standard design for curb and gutter within the City of Green River shall be 6" vertical concrete curb. The placement of driveway location shall be determined by the City Engineer.

Section 2. The City of Green River shall bear the full cost of concrete curb and gutter replacement for streets when necessary, as determined by the City Engineer, to replace the curb and gutter, which are included in the Capital Improvement Project and is defined as surface reconstruction and surface overlay.

Section 3. The City of Green River shall bear the initial cost of concrete sidewalk replacement for streets, which are included in the Capital Improvement Project. All Capital Improvement Projects are determined by the condition of the asphalt surface and not the condition of the curb, gutter, and sidewalk.

Section 4. When a sidewalk has been replaced as part of a Capital Improvement Project, the contractor shall be responsible to provide a one-year guarantee for the quality of the sidewalk. If the sidewalk fails within the one-year warranty period, due to the result of the contractor's work, the contractor shall be responsible for repair or replacement. A second year guarantee would be provided by the City of Green River for the quality of work. After the second year it becomes the responsibility of the property owner to maintain, repair, or replace the sidewalk.

Section 5. For sidewalks that are not under warranty of a Capital Improvement Project, the City of Green River shall provide partial funding for replacement under the following conditions:

- (a) the sidewalk section has heaved or settled causing a differential elevation of at least one-half inch (1/2"), or
- (b) the sidewalk section has spalled over more than twenty-five percent (25%) of its surface area, or
- (c) the sidewalk section has "road map" cracking over more than seventy-five percent (75%) of its surface area, or

- (d) the sidewalk section contains a single crack, which has opened more than one-half inch (1/2"),
or
- (e) the sidewalk section contains two (2) or more traverse or longitudinal cracks.

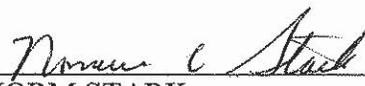
When necessary, curb and gutter will be replaced only if attached sidewalk is removed. No repairs shall be made to curb and gutter separately. Participation in this program requires prior approval from the Coordinator. Construction shall be performed by an approved Contractor, licensed to do business within the City of Green River. Applicants to this program may select a Contractor from a list of those qualifying, as provided by the Coordinator. Work performed shall be governed by appropriate sections of the City of Green River Public Works Standard Specifications, to be supplied by the Coordinator. Work under this program shall be performed only on those sections of sidewalk approved by the Coordinator as meeting the criteria set out above. Work performed shall be limited to replacement of existing sidewalk, curb, gutter, and associated incidentals, (i.e., sawcutting, replacement of sod, etc.) or new sidewalk is eligible under this program where curb and gutter already exists. For the application to be approved the sidewalk must meet one of the five criteria mentioned above.

The sidewalk must be inspected and the need for replacement must be confirmed by the Coordinator from the Community Development Department. Applications for partial funding shall be on a first come, first served basis. Upon approval of an application, the Applicant shall select a Contractor from the list provided by the Coordinator. Within 30 days, the Applicant shall return a Letter Agreement stipulating the dollar amount of work to be performed and the amount to be reimbursed by the City of Green River. Attached to the signed Letter Agreement shall be the price quotation from the selected Contractor used to determine the cost of various items of work. Following completion of construction and acceptance of work by both the City and Applicant, the Coordinator shall measure all work complete and in place. Based on these measurements and the unit prices quoted for the various items of work, a final determination of costs will be made. The City will grant reimbursement under this final determination.

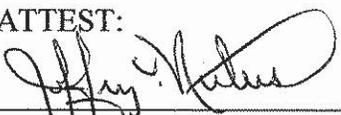
The Contractor will provide a one year guarantee and the City will provide a second year guarantee. After the second year it becomes the responsibility of the property owner to maintain, repair, or replace the sidewalk.

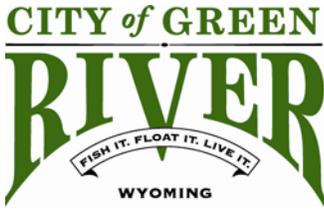
Section 6. Two years from the passage of the ordinance regarding sidewalk ownership, the repair, replacement, and maintenance of the sidewalk becomes the responsibility of the adjacent property owner

PASSED, APPROVED, AND ADOPTED THIS 6th DAY OF November, 2001.

SIGNED 
NORM STARK
MAYOR

ATTEST:


JEFF METERS
DIRECTOR OF FINANCE/CLERK-TREASURER



City of Green River City Council Meeting Agenda Documentation

Preparation Date: 10/11/11	Submitting Department: Police
Meeting Date: 10/18/11	Department Director: Interim Chief Chris Steffen
	Presenter: Interim Chief Chris Steffen

Subject: Resolution to Approve WYDOT 2012 Highway Safety Grants and Allocate Funding

Purpose Statement: To accept the 2012 WYDOT Highway Safety Grant and the WYDOT Highway Safety Media Coordinator Grant in the total amount of \$25,883. Allocating \$15,050 to Line Item 10-230-5120 (Patrol Division Overtime) and \$833 to Line Item 10-255-5120 (Public Relations Overtime), and \$10,000 to Line Item 15-900-9902 (Vehicle Replacement Program).

The 2012 WYDOT Highway Safety Grant and WYDOT Highway Safety Media Coordinator Grant are both designed for the purpose of increased patrol specific driving infractions and increased public awareness in an attempt to increase highway safety by reducing the number of traffic crashes in Green River. This is a 100% reimbursed grant by WYDOT.

Background/Alternatives: The Green River Police Department has participated in the WYDOT Highway Safety Grant program for many years. This grant allocates extra overtime and pays for special equipment used by the GRPD to increase patrol details in an attempt to reduce traffic violations (DUI, all moving violations, seat belt and child safety seat violations, etc.) with the overall goal to reduce traffic crashes. This year, WYDOT and Johnson and Associates has introduced additional funding to the GRPD in the amount of \$833 for the department's Public Information Officer to conduct additional advertising/awareness campaigns to increase the public's awareness of the extra enforcement projects and to increase their knowledge to be more safe in their driving habits. The grant sessions run on a monthly basis throughout the year, beginning in October of 2011 through September of 2012.

Attachments: Resolution and the grant contracts for the WYDOT Highway Safety Grant and the WYDOT Highway Safety Media Coordinator Grant

Fiscal Impact: The fiscal impact is the ability to have increased overtime allowance for officers (\$15,000 in actual overtime allowed) plus the ability to purchase \$10,000 worth of in-car cameras for patrol vehicles.

Staff Impact: The impact of staff is increased workload in administering the grants.

Legal Review: Pending

Recommendation: To allocate the \$25,883 to the Green River PD

Suggested Motion: To approve the resolution for the Governing Body of the City of Green River, Wyoming to increase the expenditure authority in the General and Capital Project Funds for the Police Department to receive the WYDOT Highway Safety Grants in the total amount of \$25,883 and to approve the agreements with WYDOT, pending legal review

Resolution No. R11-_____

A RESOLUTION FOR THE GOVERNING BODY OF THE CITY OF GREEN RIVER, WYOMING, TO APPROVE AN INCREASE IN EXPENDITURE AUTHORITY IN THE GENERAL AND CAPITAL PROJECT FUNDS FOR THE POLICE DEPARTMENT TO RECEIVE THE WYDOT HIGHWAY SAFETY GRANTS IN THE AMOUNT OF \$25,883 AND TO APPROVE THE GRANT AGREEMENTS FOR THE WYDOT HIGHWAY SAFETY GRANTS

Whereas, to increase the expenditure budget authority in the General Fund; line item 10-230-5120 (Patrol & Traffic Overtime) in the amount of \$15,050

And whereas, to increase the expenditure budget authority in the General Fund; line item 10-255-5120 (Public Relations Overtime) in the amount of \$833

And whereas, to increase the expenditure budget authority in the Capital Projects Fund; line item 15-900-9902 (Vehicle Replacement Program) in the amount of \$10,000

And whereas, to increase the revenue budget authority in the General Fund: line item 10-000-4801 (Other Grants) in the amount of \$15,883

And whereas, to increase the revenue budget authority in the Capital Projects Fund: line item 15-000-4801 (Other Grants) in the amount of \$10,000

And whereas, to approve the Agreements with the Wyoming Department of Transportation for the 2012 WYDOT Highway Safety Grant (\$25,050) and the WYDOT Highway Safety Media Coordinator Grant (\$833) in the total amount of \$25,883

NOW, THEREFORE BE IT RESOLVED THAT THE CITY ADMINISTRATOR AND CITY TREASURER ARE HEREBY AUTHORIZED TO MAKE THE ABOVE CHANGE TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2012.

PASSED, APPROVED AND ADOPTED THIS 18th DAY OF OCTOBER, 2011.

SIGNED:

H. Castillon, Mayor

ATTEST:

Jeffrey Nieters, City Clerk



FY- 2012 GRANT AGREEMENT (HS-3)

Selective Traffic Enforcement Grant Program

APPLICANT AGENCY (Name & Address)

Department Name Green River PD
 Department Address 50 E 2nd N
 City, State Zip Green River, WY 82935

FUNDING PERIOD

From: 10/1/2011
 To: 9/30/2012

REPORT PERIOD

From: 10/1/2011
 To: 11/15/2012

TOTAL FUNDS APPROVED: \$25,050.00

154AL FUNDS: (Video Camera) \$10,000.00
 402 FUNDS: (Non-DUI Grants) \$6,800.00
 154AL FUNDS: (DUI Grants) \$8,250.00
TOTAL FUNDS: \$25,050.00

PROJECT NO. 402 - HVE Enforcement
 154AL - Alcohol Enforcement

TITLE: Selective Traffic Enforcement
 Grant Program

Start / or Revised Date:

Non-Major Equipment: Description of equipment

Major Equipment: Description of equipment

Acceptance of Conditions: It is understood and agreed by the undersigned that a grant received as a result of this Agreement is subject to the regulations governing Grants under Section 402 and other applicable sections of the Highway Safety Act. NHTSA and FHWA Order as issued (e.g. NHTSA 460-6) and the rules and regulations set forth in the "Contract Management Manual". It is also understood and agreed that the undersigned will conduct the grant in a manner that meets the project description and performs the objectives within the budgeted amount allowed. The audit responsibility shall be addressed in this agreement. The sub-grantee must comply with applicable portions of OMB circular A-133 and any other federal documents that apply. The Highway Safety Program in conjunction with the WYDOT Internal Review staff will be available to assist the sub-grantee in determining if an A-133 audit is required.

PROJECT DIRECTOR:

TITLE: _____ **PHONE:** _____

E-MAIL: _____

SIGNATURE: _____

DATE: _____

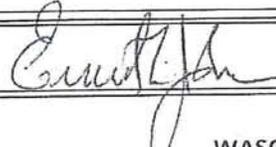
AUTHORIZING OFFICIAL:

TITLE: _____ **PHONE:** _____

E-MAIL: _____

SIGNATURE: _____

DATE: _____

APPROVAL:  _____ **DATE:** 10/7/11 _____

WASCOP/WYDOT - HIGHWAY SAFETY GRANTS PROGRAM
 PO Box 1343, DOUGLAS, WY 82633 PHONE (307) (307) 351-8614 FAX (800) 954-0778



FY-2012 GRANT APPLICATION (HS-1)

Selective Traffic Enforcement Grant Program/Department Allocation

Agency Requesting Funds: **Green River Police Department**

Agency is requesting funding for the following events: (N9 and N11 are required events)

	Date	National/Local Activities	Safety Focus	For J&A Use Only	DUI Overtime Hours	HVE Overtime Hours	Monthly Activity cost
N1	Oct 16-23	National Teen Driver Week	HVE	402		20	
N2	Oct 25-Nov 1	Buzzed Driving	DUI	154AL	20		
N3	Nov 14-27	Click it-Don't Risk it	HVE	402		20	
N4	Nov 30 - Dec 12	Buzzed Driving	DUI	154AL	20		
N5	Dec 16 - Jan 2, 2012	Over the Limit	DUI	154AL	25		
N6	Feb 3-6	Superbowl	DUI	154AL	20		
N7	Mar 9-19	St. Patrick's Day	DUI	154AL	20		
N8	May 1-20	Motorcycle Awareness	HVE	402		20	
N9	May 21- Jun 3	May Mobilization	HVE	402		40	
N10	Jun 22 - Jul 5	Fourth of July	DUI	154AL	20		
N11	Aug 17 - Sept 4	National Crackdown	DUI	154AL	20		
N12	Sept 16-22	Child Passenger safety	HVE	402			
L1	June 5 - June 11th	Overland Stage Rodeo	DUI		20		
L2	June 12- June 16	Buckboard Classic	HVE			16	
L3	Sept 1 - Sept 13	Labor Day	HVE			20	
L4							
L5							
L6							
L7							
L8							
L9							
L10							
L11							
L12							
TOTAL HOURS							

BUDGET: Please refer to the LISITING OF GRANT FUNDS AVAILABLE - BY AGENCY AND COUNTY

(The budget is based on the hourly rate provided by the agency)

The average overtime rate plus benefits is hourly rate: \$50.00 (Include your overtime rate formula with your application not to exceed \$50.00 per hour)

DUI event budget (Section 154AL Federal Highway Safety Funds)

Officer event Overtime Enforcement Budget:	Total Hours	\$165.00	x Hourly Rate	\$50.00	Total	8250.00
Non-Major Equipment: PBT's	Quantity	\$0.00	x Per PBT	\$500.00		0
Total DUI Funding						

HVE event budget (Section 402 Federal Highway Safety Funds)

Officer event Overtime Enforcement Budget:	Total Hours	\$136.00	x Hourly Rate	\$50.00	Total	6800
Non-Major Equipment: Radar Units	Quantity	\$0.00	x Per Radar	\$2,000.00		0
Total HVE Funding						

\$15,050.00

Department/Agency Head
 Phone: (307) 872-6167
 Email: j.johnson@cityofgreenriver.wy.gov

Project Director
 Date: 3/15/11
 Phone: (307) 872-6163
 Email: c.steffen@cityofgreenriver.wy.gov

Mail application to WASCOP/WYDOT Highway Safety Grants, PO Box 990, Douglas, WY 82633



Overtime Rate Calculation - FY2012 Grant Application (HS-1a)
 Selective Traffic Enforcement Program

Agency Requesting Funds:

Green River Police Department

OFFICER OVERTIME CALCULATION FORMULA

STEP ONE

Salary	
Starting salary	\$43,492.80
health ins/family	\$ 17,285.04
work comp	\$ 952.49
pension	\$ 7,480.76
life ins	\$ 55.56
disability ins	\$ -
medicare	\$ 630.65
education pay	\$ -
Starting Wage Costs	\$ 69,897.30

STEP TWO

Salary	\$
Top Step Officer	\$ 83,512.00
health ins/family	\$ 17,285.04
work comp	\$ 1,828.91
pension	\$ 14,364.06
life ins	\$ 55.56
disability ins	\$ -
medicare	\$ 1,210.92
education pay	\$ -
Top Step Officer Costs	\$ 118,256.49

STEP THREE

Bottom Step	\$ 69,897.30
Top Step	\$ 118,256.49
TOTAL	\$

STEP FOUR

divide by 2	188,153.79
	94,076.90

STEP FIVE

divide by 2,080	94,076.90
	\$ 45.23

STEP SIX

times 1.5	1.5
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Average Time & 1/2 Rate	\$ 67.85
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NOTE: the maximum hourly overtime rate that can be reimbursed by this grant is \$50.00 per hour.



FY-2012 Video Camera GRANT APPLICATION (HS-1c)
Selective Traffic Enforcement Program

Agency Requesting Funds: Green River Police Department

Agency is requesting funding for the following Video Camera(s)

The application process for video camera equipment requires the following information be provided for evaluation purposes by the Traffic Safety Committee. Video Camera requests will be evaluated based on the agency's current equipment needs, completed information and the amount of funding available.

	Number	Per Camera	Cost
Number of Video Cameras Requested	2	\$5,000.00	10,000
Number of Video Cameras in current Inventory	17		
Model of Cameras in Inventory (VHS or Digital)	ICOP Digitals		

Provide a brief summary of your agency in-car video camera equipment needs. Also include your plan for requesting grant funds for in-car video camera equipment for the next three years. This will provide the Traffic Safety Committee with the information necessary to plan for the equipment needs of all agencies in the future.

Currently the GRPD is operating on a car per man program for the Police Department. With this current program we are attempting, providing budget approval by the City, to replace two cars every year. We have gone several years without purchasing new vehicles due to our current patrol fleet not exceeding our policy limitations for replacement. This upcoming budget year we are replacing two patrol cars, which will both need an in car camera system. Due to ICOP going through the bankruptcy process, we are unsure if we will have to replace all of the camera's in our patrol vehicles or slowly faze out the ICOP's, as our budget allows. Having several grant provided camera will greatly assist us in ensuring all our patrol vehicles have grant provided cameras. We will then try to purchase two cameras every year for the next three years.

[Signature]
 Department/Agency Head
 Phone: (307) 872-6167
 Email: jlove@cityofgreenriver.org

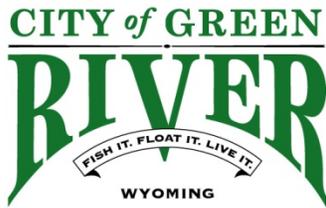
Chris Steffen 3/15/11
 Project Director Date
 Phone: (307) 872-6163
 Email: csteffen@cityofgreenriver.org

DUI equipment budget (Section 154AL Federal Highway Safety Funds)

OFFICE USE ONLY

Major Equipment: Video Camera(s)
 Total 154AL Funding

\$5,000.00 _____



City of Green River
 City Council Meeting
 Agenda Documentation

Preparation Date: October 13, 2011	Submitting Department: Parks and Recreation
Meeting Date: October 18, 2011	Department Director: Allan Wilson,
	Presenter: Allan Wilson

SUBJECT: Authorization to accept a \$30,000.00 grant from the Bureau of Land management for the Greenbelt Russian Olive/Tamarisk Control Project, and approval of the grant Agreement

PURPOSE STATEMENT:

To gain authorization from the Governing Body to accept the \$30,000 grant from Bureau of land Management for the Greenbelt Russian Olive/Tamarisk Control Project.

BACKGROUND/ALTERNATIVES:

The Bureau of Land Management has allocated monies to various projects state-wide. The City of Green River Parks and Recreation Department is one of the state-wide agencies to receive a \$30,000 grant award to assist in the Greenbelt Russian Olive/Tamarisk Control Project.

ATTACHMENTS:

- Resolution
- Grant Agreement

FISCAL IMPACT:

\$30,000 monetary grant award

STAFF IMPACT:

Minimal

LEGAL REVIEW:

Contract to be reviewed by legal council

RECOMMENDATION:

Staff recommends the Governing Body accept the \$30,000 grant from Bureau of Land Management for the Greenbelt Russian Olive/Tamarisk Control Project, and approve the grant contract

SUGGESTED MOTION:

I move to approve a resolution for the Governing Body of the City of Green River, Wyoming, to increase the revenue and expenditure authority, to accept the grant award into the Capital Projects Fund, line item 15-900-9212 from the Bureau of Land Management for the Greenbelt Russian Olive/Tamarisk Control Project in the amount of \$30,000, and to approve the grant contract.

Resolution No. R11-

A RESOLUTION FOR THE GOVERNING BODY OF THE CITY OF GREEN RIVER, WYOMING, TO APPROVE AN INCREASE IN THE CAPITAL PROJECTS FUND FOR THE REMOVAL OF RUSSIAN OLIVE TREES ALONG THE GREENBELT WITH GRANT FUNDING IN THE AMOUNT OF \$30,000: TO ACCEPT THE GRANT AND APPROVE THE AGREEMENT FROM THE BUREAU OF LAND MANAGEMENT

Whereas, to increase the expenditure budget authority in the Capital Projects Fund: line item 15-900-9212 (Greenbelt Russian Olive/Tamarisk Control Project) in the amount of \$30,000

And whereas, to increase the revenue budget authority in the Capital Projects Fund: line item 15-000-4801 (Other Grants) in the amount of \$30,000

And whereas, to accept the grant and approve the grant agreement from the Bureau of Land Management

NOW, THEREFORE BE IT RESOLVED THAT THE CITY ADMINISTRATOR AND CITY TREASURER ARE HEREBY AUTHORIZED TO MAKE THE ABOVE CHANGE TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2012.

PASSED, APPROVED AND ADOPTED THIS 18th DAY OF OCTOBER, 2011.

SIGNED:

H. Castillon, Mayor

ATTEST:

Jeffrey Nieters, City Clerk



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Wyoming State Office
5353 Yellowstone Road
Cheyenne, WY 82009
<http://www.wy.blm.gov/>



1511 (WY951)

September 30, 2011

City of Green river
Attn: Allan Wilson, Director of Parks and Recreation
50 East 2nd North
Green River, WY 82935

Dear Mr. Wilson:

I am pleased to inform you that the City of Green River has been awarded the Cooperative Agreement for the BLM WY City of Green River Habitat Improvement in the Green River Corridor announcement (L11AS00248) in Grants.gov.

Enclosed please find your copy of the Assistance Agreement and Statement of Joint Objectives for agreement L11AC20366. Please read the entire agreement as you are required to follow the terms and conditions of this agreement.

You may be familiar with BLM's process of sending the recipient multiple originals to sign and return. We no longer require a signature on behalf of the recipient. Your acceptance of the award is defined upon beginning work on this project.

If you have any questions, please feel free to contact me at 307-775-6313.

Sincerely,

Robert J. Tichac
Purchasing Agent

enclosures

Grant and Cooperative Agreement

CHOOSE ONE:

 COOPERATIVE AGREEMENT

 GRANT

 CHOOSE ONE: EDUCATION FACILITIES RESEARCH SDCR TRAINING

1. GRANT/COOPERATIVE AGREEMENT NUMBER L11AC20366		2. SUPPLEMENT NUMBER		3. EFFECTIVE DATE 09/20/2011		4. COMPLETION DATE	
5. ISSUED TO NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip) GREEN RIVER, CITY OF Attn: Chris Meats ACCOUNTING SUPERVISOR GREEN RIVER WY 82935-4206				6. ISSUED BY BLM WY-STATE OFC BUS MGMT BR (WY951) Mailing Address: 5353 YELLOWSTONE RD. CHEYENNE WY 82009			
7. TAXPAYER IDENTIFICATION NO. (TIN)				9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone) Allan Wilson 307-872-6147			
8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.							
10. RESEARCH, PROJECT OR PROGRAM TITLE BLM WY City of Green River Project							
11. PURPOSE See Schedule							
12. PERIOD OF PERFORMANCE (Approximately) 09/26/2011 through 08/31/2016							
13A.		AWARD-HISTORY		13B.		FUNDING HISTORY	
PREVIOUS		\$0.00		PREVIOUS		\$0.00	
THIS ACTION		\$30,000.00		THIS ACTION		\$30,000.00	
CASH SHARE		\$0.00		TOTAL		\$30,000.00	
NON-CASH SHARE		\$0.00					
RECIPIENT SHARE		\$0.00					
TOTAL		\$30,000.00					
14. ACCOUNTING AND APPROPRIATION DATA See Schedule							
PURCHASE REQUEST NO.		JOB ORDER NO.		AMOUNT		STATUS	
0040009946							
15. POINTS OF CONTACT							
	NAME		MAIL STOP	TELEPHONE		E-MAIL ADDRESS	
TECHNICAL OFFICER							
NEGOTIATOR							
ADMINISTRATOR		Robert J. Tichac		307-775-6313		robert_tichac@blm.gov	
PAYMENTS							
16. THIS AWARD IS MADE UNDER THE AUTHORITY OF: FLPMA Sec. 307. [43 U. S.C. 1737] (b) P. L. 94-579;							
17. APPLICABLE STATEMENT(S), IF CHECKED:				18. APPLICABLE ENCLOSURE(S), IF CHECKED:			
<input type="checkbox"/> NO CHANGE IS MADE TO EXISTING PROVISIONS <input type="checkbox"/> FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT				<input type="checkbox"/> PROVISIONS <input type="checkbox"/> SPECIAL CONDITIONS <input type="checkbox"/> REQUIRED PUBLICATIONS AND REPORTS			
UNITED STATES OF AMERICA				COOPERATIVE AGREEMENT RECIPIENT			
CONTRACTING/GRANT OFFICER		DATE		AUTHORIZED REPRESENTATIVE		DATE	
Christine K Shaver		09/25/2011		N/A			

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	CFDA Number: 15.231 DUNS Number: 072959604+0000 BLM WY City of Green River Russian Olive Control. GMO - Christine Shaver PO - Renee Dana 11. PURPOSE: This agreement will facilitate coordination between the City of Green River, BLM, and WLCI for the purpose of improving and restoring native species through the control of various noxious weeds and invasive species along the Green River and within and surrounding the City of Green River. Delivery Location Code: 0004276819 BLM-WY WYOMING HIGH DESERT DISTRICT 280 HWY 191 NORTH ROCK SPRINGS WY 82901-3447 US Period of Performance: 09/26/2011 to 08/31/2016				
00010	Green River Russian Olive Control Obligated Amount: \$7,500.00 Accounting Info: 01 Account Assignment: K-G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLWYD00000 Functional Area: L10100000.JI0000 Fund: XXXL1109AF Fund Center: LLWYD00000 Project/WBS: LX.SI.HLIN0000 PR Acct Assign Line: 01 Funded: \$7,500.00				7,500.00
00020	Green River Russian Olive Control Continued ...				10,000.00

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	Obligated Amount: \$10,000.00 Accounting Info: 01 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLWYD00000 Functional Area: L10400000.JD0000 Fund: XXXL1109AF Fund Center: LLWYD00000 Project/WBS: LX.SI.HLIN0000 PR Acct Assign Line: 01 Funded: \$10,000.00				
00030	Green River Russian Olive Control Obligated Amount: \$12,500.00 Accounting Info: 01 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLWYD00000 Functional Area: L10400000.JG0000 Fund: XXXL1109AF Fund Center: LLWYD00000 Project/WBS: LX.SI.HLIN0000 PR Acct Assign Line: 01 Funded: \$12,500.00				12,500.00
	The total amount of award: \$30,000.00. The obligation for this award is \$30,000.00.				

I. Statement of Joint Objectives

A. Purpose. This agreement is made and entered into by the Department of the Interior, Bureau of Land Management, State Office (BLM), and the City of Green River for the purpose of facilitating coordination between the City of Green River, BLM, and WLCI for the purpose of improving and restoring native species through the control of various noxious weeds and invasive species along the Green River and within and surrounding the City of Green River.

B. Objective.

1. The objective of this project is to work through partnership to enhance vegetation communities and habitats by controlling invasive species and promoting native species along the Green River Corridor in and surrounding the town of Green River, Wyoming.

C. Authority.

1. Federal Land Policy and Management Act of 1976, 43 U.S.C. 1737 (b), as amended, Public Law 94-579, Section 307 (b), which authorizes cooperative agreements for the management, protection, development and sale of public lands. P.L. 94-579; Sikes Act, Title II (16 U.S.C. 670g et seq.) as amended; The Wyden Amendment (Public Law 109-54 Section 434), Bureau of Land Management; Departmental Manual 632.1.1-1.6, General Program Delegation, Director, Bureau of Land Management.

D. Benefits. The activity to be undertaken through this agreement is in furtherance of the recipient's and BLM's mission by the providing the following benefits:

1 enhance vegetation communities and habitats along the Green River Corridor in and surrounding the town of Green River, Wyoming. Actions considered under this agreement include control of various noxious weeds and invasive species, planting of native vegetation, assessment data gathering and sharing, monitoring and evaluation actions, interpretation, education and outreach.

2. The public will benefit from the maintenance, restoration, and enhancement of wildlife habitats that support wildlife and fish species, and provide for continued wildlife use of the area. Opportunities for wildlife viewing and education and outreach will be provided. Similarly, private landowners will benefit by maintaining native vegetation and associated ecological processes in order to sustain their land values and uses.

II. Definitions.

A. Agreement: This grant or cooperative agreement. The term grant is defined as all Federal financial assistance that provides support or stimulation to accomplish a public purpose. Use of the term "grant" includes grants or cooperative agreements awarded by the Federal Government to eligible recipients.

B. Award Recipient: The Award Recipient is the recipient's individual who is

authorized to act for the applicant and to assume the obligations imposed by the Federal laws, regulations, requirements, and conditions that apply to grant applications or grant awards.

C. Bureau of Land Management (BLM). May also be referred to as Bureau.

D. City of Green River (May also be referred to as recipient.)

E. Code of Federal Regulations (CFR).

F. Federal Financial Report (FFR).

G. Fiscal Year (FY): The Federal fiscal year which begins on October 1 of one year and extends through September 30 of the following year.

H. Financial Assistance Administrator/Grants Management Officer (GMO): The GMO is the only individual in BLM who is authorized to obligate funds, award, amend, terminate, and administer this agreement.

I. Not-to-Exceed (NTE) Amount: The maximum Federal funding amount available for reimbursement to the recipient.

J. Office of Management and Budget (OMB). All OMB Circulars and Standard Forms that apply to this agreement may be found on the OMB website at: www.whitehouse.gov/omb/grants/index.html.

K. Program Officer (PO): The PO is the BLM individual designated for the purpose of administering the technical aspect of this agreement. The PO will work closely with the Program Director/Principal Investigator (PD/PI) and is authorized to clarify technical requirements, review and approve work which is clearly within the scope of the work specified in this agreement. The PO will review FFRs, payments when the recipient is on agency review, and performance reports and recommend approval to the GMO. The PO is not authorized to issue changes or in any other way amend this agreement or obligate the Government in any way. These actions can only be issued by the GMO with a written amendment.

L. Project Director (PD)/Principle Investigator (PI): is the recipient's technical leader, designated by the recipient, to direct the project or activity being supported by the grant. The PD/PI is responsible and accountable to the recipient and BLM for the proper conduct of the project or activity.

III. Project Management Plan.

A. The recipient and the BLM both agree to:

1. *the original proposal is accepted as is*

D. The following recipient's documents are incorporated by reference: Project Proposal entitled "Russian Olive/Tamarisk Control and Native Tree/Shrub Rehabilitation" dated 14

September, 2011, SF 424, Application for Federal Assistance, SF 424A, Budget Information – Non-Construction Programs, and SF 424B, Assurances – Non-Construction Programs.

IV. Term of Agreement.

A. This agreement shall become effective on the date of signature of the GMO and may remain in effect for up to 5 years. The BLM will consider continued funding for the project upon (a) the recipient showing progress satisfactory to the BLM toward program goals and the determination by the BLM that continuation of the program would be in the best interest of the Government or (b) the availability of funds.

B. A request to extend the project and/or budget period shall be requested by the recipient and submitted to the GMO at least 30 days prior to the expiration date of the project and/or budget period. The recipient shall include in the request the cause of the needed extension, a description of the remaining work to be completed, the proposed date of completion, the amount of funds remaining and a revised budget for the remaining funds. If all funds have been disbursed to the recipient, this must be indicated in the request.

C. A request for an extension that is received by the GMO after the expiration date will not be honored.

D. This agreement may be terminated in accordance with the provisions of 43 CFR, Subpart C, Section 12.84 for State, local and Indian tribal governments or Subpart F, Section 12.961 for institutions of higher education, hospitals, other non-profit and all other organizations.

V. Financial Support.

A. Funding. This agreement shall be funded each FY based on the availability of BLM funding.

B. FY Carryover. Funds obligated but not expended in one FY can be carried forward and expended in the subsequent FY for this award.

C. Maximum Obligations. The total obligations, including amendments, represent the amount for which the BLM will be responsible under the terms of this agreement. The BLM shall not be responsible to pay for nor shall the recipient be responsible to perform any effort that will require the expenditure of Federal funds above the current obligated amount.

D. Cost Sharing. Cost sharing for this agreement shall be in accordance with 43 CFR, Subpart C, Section 12.64 for State, local and Indian tribal governments or Subpart F, Section 12.923 for institutions of higher education, hospitals, other non-profit and all other organizations.

E. Program Income. Program income generated for this agreement shall be in accordance with 43 CFR, Subpart C, Section 12.65 for State, local and Indian tribal governments or Subpart F, Section 12.924 for institutions of higher education, hospitals, other non-profit and all other organizations.

VI. Payments

A. Financial Management Service's (FMS), Automated Standard Application for Payment (ASAP) System.

1. Payments under this agreement will be made by the United States Department of Treasury, FMS, ASAP system (www.ASAP.gov). ASAP is a recipient-initiated, on-line payment and information system for Financial Assistance Agreements. The recipient will register and request federal funds that are due directly from the Federal Reserve Bank on a reimbursable basis.

2. The ASAP Requestor ID, furnished by the Department of Treasury, will be used to access the account to request reimbursement payments. The first ten characters will be the agreement number. The remaining four characters will identify BLM funding line items. Drawdown of funds will be taken from specific lines on this agreement.

3. Advance Payments. Since payments under this agreement will be made by the United States Department of Treasury through the ASAP system within a 3 day period after request; there should be a minimal need for advance payments.

4. Drawdown. Treasury Circular 1075 (31 CFR 205) requires that drawdowns to a recipient organization shall be limited to the minimum amounts needed and shall be timed to be in accordance with the actual, immediate cash requirements of the recipient organization in carrying out the purposes of the approved program or project. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program or project costs and the proportionate share of any allowable indirect costs.

VII. Property Management and Disposition.

Any BLM property used or other property acquired under this agreement, including intangible property such as copyrights and patents shall be governed by the provisions of 43 CFR, Subpart C, Section 12.71 through 12.73 for State, local and Indian tribal governments or Subpart F, Section 12.930 through 12.937 for institutions of higher education, hospitals, other non-profit and all other organizations. The BLM assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act [28 U.S.C. 1346(b), 2401(b), 2671 - 2680, as amended by P.L. 89-506, 80 Stat. 306].

VIII. Deliverables and Reports.

A. Financial Status Reports:

1. Reports of expenditures are required as documentation of the financial status

of awards according to the official accounting records of the recipient's organization. The recipient shall submit a completed original and one copy of the annual Federal Financial Report (FFR), SF 425, to report the status of funds for this agreement. Additional reports as requested, but not more than quarterly. In addition include separately, detailed information of costs, by budget categories that reflects the approved SF 424A, Budget Information. The first report will cover from date of award to 31 December, 2011. The reporting periods are: January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31 and will continue through the life of the agreement. The quarterly report(s) shall be sent to the GMO and are due 30 calendar days after the end of the quarterly reporting period. The recipient will report program outlays and program income on a cash basis.

2. An original and one copy of the final FFR is due to the GMO no later than 90 calendar days after the expiration or termination of this agreement.

3. Recipients who are placed on agency review, shall submit an original and one completed copy of the SF 425, Federal Financial Report, to report the status of funds for each payment requested before reimbursement payments are made. In addition include separately, detailed information of costs, by budget categories that reflects the approved SF 424A, Budget Information. This does not relieve the recipient of the quarterly FFR requirement unless reimbursement is only requested on a quarterly basis.

4. The GMO may review the report for patterns of cash expenditures, including accelerated or delayed drawdowns, and to assess whether performance or financial management problems exist. Before submitting FFRs to the GMO, grantees must ensure that the information submitted is accurate, complete, and consistent with the grantee's accounting system. The recipient's Authorized Certifying Official's signature on the FFR certifies that the information in the FFR is correct and complete and that all outlays and obligations are for the purposes set forth in agreement documents, and represents a claim to the Federal government. Filing a false claim may result in the imposition of civil or criminal penalties.

B. Performance/Progress Reports:

1. Recipient shall submit an original and one copy of the yearly performance report(s) to the GMO within 30 days after the end of the reporting period. Additional reports as requested, but not more than quarterly. The performance report must be prepared in accordance with 43 CFR, Subpart C, Section 12.80 for State, local and Indian tribal governments or Subpart F, Section 12.951 for institutions of higher education, hospitals, other non-profit and all other organizations. The performance report shall include a narrative summary both of completed activities and activities in progress, a calculation of percent of completed work based on work identified in the Recipient's submitted proposal, Project Management Plan, the reason for slippage if objectives or milestones are not met, a prediction of future activities and how they will be accomplished, and a discussion of issues and problems which may impact the ability to complete the work on time. Recommendations to overcome problems shall also be provided. In addition, the following performance measures must be included in the performance report: M1G1S1.02 (1.1) Improve Health of Watersheds, Landscapes, and Marine Resources that are DOI Managed or Influenced in a Manner Consistent with Obligations Regarding the Allocation and Use of Water. M1G1S2.02 (1.2) Sustain Biological Communities on DOI Managed and

Influenced Lands and Waters in a Manner Consistent with Obligations Regarding the Allocation and Use of Water.

2. In lieu of the fourth quarter performance report an annual program performance report shall be submitted at the end of each year of the agreement. An original and one copy shall be submitted to the GMO no later than 90 days following the end of each year of the agreement. Copies of this report may be required to be included with any application for continuing support of the agreement

3. An original and one copy of the final program progress report shall be submitted no later than 90 days following the expiration or termination of the agreement.

C. Non-compliance: Failure to comply with the reporting requirements contained in this agreement may be considered a material non-compliance with the terms and conditions of the award. Non-compliance may result in withholding of future payments, suspension or termination of the agreement, recovery of funds paid under the agreement, and withholding of future awards.

IX. Key Officials.

Acting Grants Management Officer
Bob Tichac
Bureau of Land Management-WY State Office
5353 Yellowstone Rd
Cheyenne, WY 82009
Phone 307-775-6313
Email – Robert_Tichac@blm.gov

Authorized Representative
Chris Meats, Acctg. Supvr.
City of Green River
50 East 2nd North
Green River, WY 82935
Phone 307-872-6125
Email: cm@cityofgreenriver.org

Program Officer
Renee Dana
Wyoming Landscape Conservation Initiative
Coordination Team Lead
Phone 307-352-0227
Email – Renee_Dana@blm.gov

The key officials listed are considered to be essential to ensure maximum coordination and communication between the parties and the work being performed hereunder. Upon written notice, either party may designate an alternate to act in the place of the designated key official, in an emergency or otherwise.

X. Standard Award Terms and Conditions

A. Administrative and National Policy Requirements:

1. Office of Management and Budget (OMB) Circulars

By accepting Federal assistance, your organization agrees to abide by the applicable OMB Circulars in the expenditure of Federal funds and performance under this program. <http://www.whitehouse.gov/omb/circulars/>

2 CFR Part 220 (OMB Circular A-21) - Cost Principles for Educational Institutions

2 CFR Part 225 (OMB Circular A-87) - Cost Principles for State, Local and Indian Tribal Governments

2 CFR Part 230 (OMB Circular A-122) - Cost Principles for Non-Profit Organizations

2 CFR Part 215 (OMB Circular A-110) - Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations

OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

a. This agreement incorporates the Standard Award Terms and Conditions found at the following Department of the Interior website as if they were given here: <http://www.doi.gov/pam/TermsandConditions.html>. Upon request, the GMO will provide the recipient a copy.

b. Prohibition on Text Messaging and Using Electronic Equipment Supplied by the Government while Driving. This executive order introduces a Federal Government-wide prohibition on the use of text messaging while driving on official business or while using Government-supplied equipment, driving company-owned or rented vehicles or GOV, or while driving POV when on official Government business or when performing any work for or on behalf of the Government.

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by DOI and are subject to the terms and conditions incorporated either directly or by reference in the following:

(To view referenced CFRs put cursor on link and press control + click)

- Program legislation/regulation.
- Special terms and conditions.
- Code of Federal Regulations/Regulatory Requirements, as applicable (Contact your program officer with any questions regarding the applicability of the following):

[2 CFR Part 25 Central Contractor Registration and Data Universal Numbering](#)

System

2 CFR Part 170 Reporting Subawards and Executive Compensation

2 CFR Part 175 Trafficking Victims Protection Act of 2000

43 CFR 12(A) Administrative and Audit Requirements and Cost Principles for Assistance Programs

43 CFR 12(E) Buy American Requirements for Assistance Programs

43 CFR 12(C) Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local

43 CFR 12(F) Uniform Administrative Requirements for Grants and Cooperative Agreements with Institutions of Higher Education, Hospitals, other Non-Profit and Commercial Organizations

43 CFR 43 Government-Wide Requirements for a Drug-Free Workplace

2 CFR Part 1400 Government-Wide Debarment and Suspension (Nonprocurement)

43 CFR 18 New Restrictions on Lobbying

2. Termination

This agreement may be terminated in accordance with the provisions of 43 CFR, Subpart C, Section 12.84 for State, local and Indian tribal governments or Subpart F, Section 12.961 for institutions of higher education, hospitals, other non-profit and all other organizations.

B. Opposition to Any Legislation. In accordance with the Department of the Interior, Environment, and Related Agencies Act, 2006, Title IV, Section 402, No part of any appropriation contained in this Act shall be available for any activity or the publication or distribution of literature that in any way tends to promote public support or opposition to any legislative proposal on which Congressional action is not complete other than to communicate to Members of Congress as described in 18 U.S.C. 1913.

C. Endorsements. Recipient shall not publicize or otherwise circulate, promotional material (such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts or other publications) which states or implies governmental, Departmental, bureau, or government employee endorsement of a product, service, or position which the recipient represents. No release of information relating to this award may state or imply that the Government approves of the recipient's work products, or considers the recipient's work product to be superior to other products or services.

All information submitted for publication or other public releases of information regarding this project shall carry the following disclaimer:

The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government.

Recipient must obtain prior Government approval for any public information releases concerning this award which refer to the Department of the Interior or any bureau or employee (by name or title). The specific text, layout photographs, etc. of the proposed release must be submitted with the request for approval. A recipient further agrees to include this provision in a subaward to and subrecipient, except for a subaward to a State government, a local government, or to a federally recognized Indian tribal government.

D. Retention and Access Requirements for Records. All recipient financial and programmatic records, supporting documents, statistical records, and other grants-related records shall be maintained and available for access in accordance with 43 CFR Subpart C, Section 12.82 for State, local and Indian tribal governments or Subpart F, Section 12.953 for institutions of higher education, hospitals, other non-profit and all other organizations.

IG's Office Access to Records - Recipients shall provide additional access for the Inspector General's office to examine recipient's records and to interview officers/employees of recipient.

E. Increasing Seat Belt Use. Recipients of grants/cooperative agreements and/or sub-awards are encouraged to adopt and enforce on-the-job seat belt use policies and programs for their employees when operating company-owned, rented, or personally owned vehicles. These measures include, but are not limited to, conducting education, awareness, and other appropriate programs for their employees about the importance of wearing seat belts and the consequences of not wearing them.

F. Amendments. The agreement may be amended by written agreement signed by both the recipient's Authorized Representative and the GMO. Administrative changes (i.e. GMO name change, etc.) which do not change the project management plan, NTE amount, etc. or otherwise affect the recipient may be signed unilaterally by the GMO. Additionally, a unilateral amendment may be utilized if it should become necessary to suspend or terminate the agreement in accordance with 43 CFR, Subpart C, Section 12.83 for State, local and Indian tribal governments or Subpart F, Section 12.961 for institutions of higher education, hospitals, other non-profit and all other organizations.

All other changes shall be made by means of a bilateral amendment to the agreement. No oral statement made by any person, or written statement by any person other than the GMO, shall be allowed in any manner or degree to amend or otherwise effect the terms of the agreement.

All requests for amendment of the agreement shall be made in writing, provide a full description of the reason for the request, and be sent to the attention of the GMO. Any

request for project extension shall be made at least 30 days prior to the expiration date of the agreement or the expiration date of any extension period that may have been previously granted. Any determination to extend the period of performance or to provide follow-on funding for continuation of a project is solely at the discretion of the BLM.

G. Budget and Program Plan Revision. The budget plan is the financial expression of the project or program as approved during the award process. Recipients are required to report deviations from budget and program plans and request prior approval for budget and program plan revisions. Recipients are not required to request prior approval for deviations among approved direct cost categories when the cumulative amount of the transfer is less than 10 percent of that cost category. However, the recipient must report any deviation to the GMO and Program Officer (PO).

H. Audit Requirements. Non-Federal entities that expend \$500,000 or more during a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and revised OMB Circular A-133, which is available at http://www.whitehouse.gov/omb/grants/grants_circulars.html.

Federal awards are defined as Federal financial assistance and Federal cost-reimbursement contracts that non-Federal entities receive directly from Federal awarding agencies or indirectly from pass-through entities. They do not include procurement contracts, under grants or contracts, used to buy goods or services from vendors. Non-Federal entities that expend less than \$500,000 for a fiscal year in Federal awards are exempt from Federal audit requirements for that year, except as noted in A-133, § 215(a), but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and General Accounting Office (GAO).

Audits shall be made by an independent auditor in accordance with generally accepted government auditing standards covering financial audits. Additional audit requirements applicable to this agreement are found at 43 CFR 12.66 or 43 CFR 12.926, as applicable. General guidance on the single audit process is included in a pamphlet titled, "Highlights of the Single Audit Process" which is available on the internet at <http://www.dot.gov/ost/m60/grant/sincontact.html>. Additional information on single audits is available from the Federal Audit Clearinghouse at <http://harvester.census.gov/sac/>.

I. Metric Conversion. All performance and final reports, other reports, or publications, produced under this agreement, shall employ the metric system of measurements to the maximum extent practicable. Both metric and inch-pound units (dual units) may be used if necessary during and transition period(s). However, the recipient may use non-metric measurements to the extent the recipient has supporting documentation that the use of metric measurements is impracticable or is likely to cause significant inefficiencies or loss of markets to the recipient, such as when foreign competitors are producing competing products in non-metric units.

J. Officials Not to Benefit. No member of or delegate to Congress, or resident commissioner, shall be admitted to any share of this agreement, or to any benefit arising

from it. However, this clause does not apply to this agreement to the extent that this agreement is made with a corporation's general benefit.

K. Reimbursable Costs and Limitations. The recipient shall not incur costs or obligate funds for any purpose pertaining to operation of the program or activities beyond the expiration date stated in the agreement. The only costs which are authorized for a period of up to 90 days following the award expiration date are those strictly associated with closeout activities for preparation of the final report.

The BLM's financial participation is limited. The BLM will only fund up to its share of those amounts requested in the project proposal and as are subsequently approved and funded in the agreement. The recipient shall not be obligated to continue performance under the agreement or to incur costs in excess of the costs set forth in the proposal and subsequent agreement.

However, if the recipient chooses to expend funds in excess of the approved project budget, the recipient will be responsible to fund the excess without funding participation by the Bureau.

L. Inspection. The BLM has the right to inspect and evaluate the work performed or being performed under this agreement, and the premises where the work is being performed, at all reasonable times and in a manner that will not unduly delay the work. If BLM performs inspection or evaluation on the premises of the recipient or a sub-recipient, the recipient shall furnish and shall require sub-recipients to furnish all reasonable facilities and assistance for the safe and convenient performance of these duties.

M. Copyrights.

1. For recipients subject to the administrative standards set forth in OMB Circular A-110, the following copyright provision, as implemented by 43 CFR 12.936(a), shall apply:

“The recipient may copyright any work that is subject to copyright and was developed, or for which ownership was purchased, under an award. The Federal awarding agency(ies) reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.”

2. For recipients subject to the administrative standards set forth in OMB Circular A-102 and the Grants Management Common Rule, the following copyright provision, as implemented by 43 CFR 12.74, shall apply:

“The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal Government purposes:

- (a) The copyright in any work developed under a grant, subgrant, or contract under a grant or subgrant; and

(b) Any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.”

N. Rights to Data. For recipients subject to the administrative standards set forth in OMB Circular A-110, the following provision, as implemented by 43 CFR 12.936(c), shall apply:

”The Federal Government has the right to:

- (1) Obtain, reproduce, publish or otherwise use the data first produced under an award; and
- (2) Authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.”

O. Procurement Procedures

It is a national policy to place a fair share of purchases with minority business firms. The Department of the Interior is strongly committed to the objectives of this policy and encourages all recipients of its grants and cooperative agreements to take affirmative steps to ensure such fairness. Positive efforts shall be made by recipients to utilize small businesses, minority-owned firms, and women's business enterprises, whenever possible. Recipients of Federal awards shall take all of the following steps to further this goal:

1. Ensure that small businesses, minority-owned firms, and women's business enterprises are used to the fullest extent practicable.
2. Make information on forthcoming opportunities available and arrange time frames for purchases and contracts to encourage and facilitate participation by small businesses, minority-owned firms, and women's business enterprises.
3. Consider in the contract process whether firms competing for larger contracts intend to subcontract with small businesses, minority-owned firms, and women's business enterprises.
4. Encourage contracting with consortiums of small businesses, minority-owned firms and women's business enterprises when a contract is too large for one of these firms to handle individually.
5. Use the services and assistance, as appropriate, of such organizations as the Small Business Development Agency in the solicitation and utilization of small business, minority-owned firms and women's business enterprises.

P. Central Contractor Registration (CCR).

Prior to award the Recipient shall register and maintain their own information with Dun & Bradstreet and the Central Contractor Registration System.

Obtain a valid Dun & Bradstreet Number (D&B) from Dun & Bradstreet @ <http://www.dnb.com>/or by calling them at 800-333-0505.

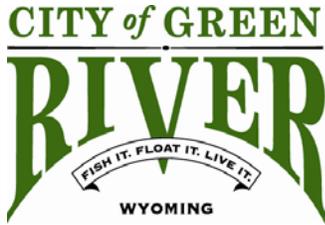
Register on the Central Contractor Registration System (CCR) @ <http://www.ccr.gov>

XI. Special Terms and Conditions.

A. Order of Precedence. Any inconsistency in this agreement shall be resolved by giving precedence in the following order: (a) Any national policy requirements and administrative management standards; (b) 43 CFR Part 12; (c) requirements of the applicable OMB Circulars and Treasury regulations; (d) special terms and conditions; and (e) all agreement sections, documents, exhibits, and attachments; (f) and the recipient's project proposal.

B. Monitoring. The BLM may make site visits as warranted by program needs. In addition, the BLM has the right of timely and unrestricted access to any books, documents, papers, or other records of the Recipient's that are pertinent to the award, in order to make audits, examinations, excerpts, transcripts and copies of such document. This right also includes timely and reasonable access to Recipient personnel for the purpose of interview and discussion related to such documents.

END OF AGREEMENT



**City of Green River
City Council Meeting
Agenda Documentation**

Preparation Date: 10/13/2011	Submitting Department: Finance
Meeting Date: 10/18/2011	Department Director: Jeff Nieters
	Presenter: Jeff Nieters

Subject:

Child Developmental Center Building in Green River

Purpose Statement:

To approve a resolution for the construction of the new Child Development Center in Green River located near the Recreation Center. This project is funded with the voter approved 6th penny money and will take approximately 12 to 18 months to construct. The resolution will give staff budget authorization to pay the design engineer Ohlson Lavoie and the other contractors for their work on the building.

Attachments:

Resolution

Fiscal Impact:

None to the City

Staff Impact:

Support and assist in administration and oversight of construction

Legal Review:

N/A

Recommendation:

Approval of the resolution

Suggested Motion:

I move to approve the resolution for the Governing Body of the City of Green River, Wyoming, to increase the expenditures in the Capital Projects Fund for the construction of the New Child Development Center in Green River in the amount of \$5,900,000.

Resolution No. R11-___

A RESOLUTION FOR THE GOVERNING BODY OF THE CITY OF GREEN RIVER, WYOMING, TO APPROVE AN INCREASE IN EXPENDITURES IN THE CAPITAL PROJECTS FUND FOR THE CONSTRUCTION OF THE NEW CHILD DEVELOPMENT CENTER IN GREEN RIVER IN THE AMOUNT OF \$5,900,000.

Whereas, to increase the expenditure budget authority in the Capital Projects Fund: line item 15-900-9216 (Child Development Center Building) in the amount of \$5,900,000

And whereas, to increase the revenue budget authority in the Capital Projects Fund: line item 15-000-4105 (6th Penny Capital Facilities Tax) in the amount of \$5,900,000

NOW, THEREFORE BE IT RESOLVED THAT THE CITY ADMINISTRATOR AND CITY TREASURER ARE HEREBY AUTHORIZED TO MAKE THE ABOVE CHANGE TO THE CITY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2012.

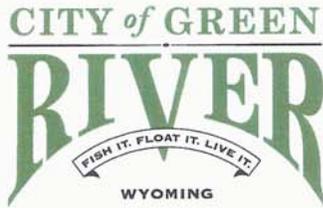
PASSED, APPROVED AND ADOPTED THIS 18th DAY OF OCTOBER, 2011.

SIGNED:

H. Castillon, Mayor

ATTEST:

Jeffrey Nieters, City Clerk



City of Green River City Council Meeting Agenda Documentation

Preparation Date:	10/11/11	Submitting Department:	Legislative
Meeting Date:	10/18/11	Department Director:	Mayor Castillon
		Presenter:	Mayor Castillon

SUBJECT: APPOINTMENT TO THE GOLDEN GENERATION ADVISORY BOARD

PURPOSE STATEMENT

Confirm the Mayor’s appointment of Susan Munoz and Norma Torpey to the Golden Generation Advisory Board (GGAB) for a 3-year term.

BACKGROUND/ALTERNATIVES

Susan Munoz and Norma Torpey have volunteered to serve on the Golden Generation Advisory Board. There are currently two (2) vacancies on the GGAB, and the Mayor wants to appoint both ladies to a three-year term expiring October 2014.

ATTACHMENTS

Boards & Commissions Volunteer form

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

None

RECOMMENDATION

Confirm the Mayor’s appointment of Norma Torpey to the Golden Generation Advisory Board for a three-year term.

SUGGESTED MOTION

I MOVE to confirm the Mayor’s appointment of Susan Munoz and Norma Torpey to the Golden Generation Advisory Board for a three-year term.



Volunteer Application BOARDS AND COMMISSIONS

DATE 9/30/11
(Applications held for 6 months)

YOUR CONTACT INFORMATION

NAME Susan G. Murray
MAILING ADDRESS 655 Knotty Pine
STREET ADDRESS " " "
CITY & ZIP CODE Green River, WY. 82935
PHONE(S) (307) 875-3384
E-MAIL ADDRESS suedon@sweetwater.net



AVAILABILITY

Check your availability for volunteer service

- | | |
|--|---|
| <input checked="" type="checkbox"/> Weekday mornings | <input type="checkbox"/> Weekend mornings |
| <input checked="" type="checkbox"/> Weekday afternoons | <input type="checkbox"/> Weekend afternoons |
| <input checked="" type="checkbox"/> Weekday evenings | <input type="checkbox"/> Weekend evenings |

*OK with Accounting
Hankell*

AREAS OF INTERESTS

- | | |
|--|---|
| <input type="checkbox"/> BOARD OF ADJUSTMENT | <input type="checkbox"/> JOINT POWERS TRAVEL AND TOURISM BOARD |
| <input type="checkbox"/> BUILDING CODE BOARD OF APPEALS | <input type="checkbox"/> JOINT POWERS WATER BOARD |
| <input checked="" type="checkbox"/> GOLDEN GENERATION ADVISORY BOARD | <input checked="" type="checkbox"/> MAIN STREET ADVISORY BOARD |
| <input type="checkbox"/> GREEN RIVER ARTS COUNCIL | <input checked="" type="checkbox"/> PARKS AND RECREATION ADVISORY BOARD |
| <input type="checkbox"/> HISTORIC PRESERVATION COMMISSION | <input type="checkbox"/> PLANNING AND ZONING COMMISSION |
| <input type="checkbox"/> JOINT POWERS CAPITAL FACILITIES TAX BOARD | <input type="checkbox"/> TREE ADVISORY BOARD |
| <input type="checkbox"/> JOINT POWERS TELECOMMUNICATION BOARD | <input type="checkbox"/> URBAN RENEWAL AUTHORITY |
- OTHER _____

SPECIAL SKILLS OR QUALIFICATIONS

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

Volunteer Work -
Two years Meals on wheels
Three years (recent) 3 yrs. past Food Bank -
aided w/ activities Convalescent Center
Employed at Convalescent Center 3 yrs -
many hours spent thru the years w/countless ORC's
Re. Hiking and their woods - projects thru US Army,
EAGLES, and VFWA - Scouts

Signature Susan Murray

Form Revision 3/09

For Office Use Only
Appointment Date _____
Board _____



Volunteer Application BOARDS AND COMMISSIONS

DATE _____
(Applications held for 6 months)

YOUR CONTACT INFORMATION

NAME NORMAN D. TORPEY
 MAILING ADDRESS 320 MAINFACE ST. APT 302
 STREET ADDRESS SAME
 CITY & ZIP CODE GREEN RIVER, WY 82935
 PHONE(S) (307) 871-0026
 E-MAIL ADDRESS Normandee29@hotmail.com



AVAILABILITY

Check your availability for volunteer service

- | | |
|--|---|
| <input type="checkbox"/> Weekday mornings | <input type="checkbox"/> Weekend mornings |
| <input checked="" type="checkbox"/> Weekday afternoons | <input type="checkbox"/> Weekend afternoons |
| <input type="checkbox"/> Weekday evenings | <input type="checkbox"/> Weekend evenings |

AREAS OF INTERESTS

- | | |
|--|--|
| <input type="checkbox"/> BOARD OF ADJUSTMENT | <input type="checkbox"/> JOINT POWERS TRAVEL AND TOURISM BOARD |
| <input type="checkbox"/> BUILDING CODE BOARD OF APPEALS | <input type="checkbox"/> JOINT POWERS WATER BOARD |
| <input checked="" type="checkbox"/> GOLDEN GENERATION ADVISORY BOARD | <input type="checkbox"/> MAIN STREET ADVISORY BOARD |
| <input type="checkbox"/> GREEN RIVER ARTS COUNCIL | <input type="checkbox"/> PARKS AND RECREATION ADVISORY BOARD |
| <input type="checkbox"/> HISTORIC PRESERVATION COMMISSION | <input type="checkbox"/> PLANNING AND ZONING COMMISSION |
| <input type="checkbox"/> JOINT POWERS CAPITAL FACILITIES TAX BOARD | <input type="checkbox"/> TREE ADVISORY BOARD |
| <input type="checkbox"/> JOINT POWERS TELECOMMUNICATION BOARD | <input type="checkbox"/> URBAN RENEWAL AUTHORITY |

or with recommendation
[Signature]

OTHER _____

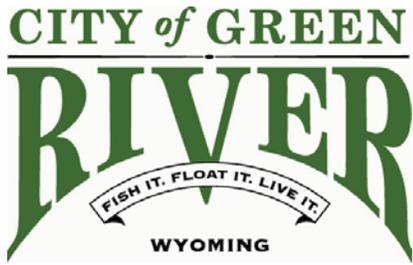
SPECIAL SKILLS OR QUALIFICATIONS

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

LAST POSITION: SW WRAP, GREEN RIVER, WY
YOUNG & HEART SR. CTR, ROCK SPRINGS
GOLDEN HOUR SENIOR CENTER, GREEN RIVER

Signature Norman D. Torpey

For Office Use Only	
Appointment Date	_____
Board	_____



City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: September 29, 2011	Department: Legislative
Meeting Date: October 18, 2011	Department Head: Mayor
	Presenter: CONSENT AGENDA

Subject: GRHS BOOSTER CLUB AGREEMENT

Purpose Statement:

To approve an agreement with the Green River Booster Club for a banner to be displayed during the GRHS games.

Background/Alternatives:

For the last several years the city has made contributions to the GRHS Booster Club to support High School Activities. The Booster Club is asking for \$500 for the banner.

Attachments: Letter of request and Agreement between the City and the Booster Club

Fiscal Impact: \$500

Staff Impact: None expected.

Legal Review: The contract is the same as last years

Recommendation: None

Suggested Motion:

I MOVE to approve the agreement between the City of Green River and the Green River Booster Club in the amount of \$500.



WOLVES ATHLETIC BOOSTERS

Sweetwater County School District #2

City of Green River

As a proud supporter of activities for Green River High School and the community, we are pleased to announce a program that will allow you to support local student athletes and receive a unique advertising opportunity with a one time annual donation.

Listed below are two levels of sponsorship offered through this program.

We appreciate your contribution and thank you in advance for your continued support. Your support does have a positive influence on our community and student athletic programs. Your tax deductible donation will be distributed between all athletic groups.

Once again thank you for your commitment to the youth of Green River.

Sincerely,

Thank you for your support! New sponsors are always welcome.

Please make checks payable to Sweetwater School District # 2

For a sponsorship of \$ 500.00 (\$550.00 if you need a banner)

Your business will receive a 3'x6' banner that will be displayed at all home varsity games at Wolves Stadium and at Green River High School Main Gym and a plaque at Monroe Pool and two season activity passes for all home athletic events for 2011-2012.

For a sponsorship of \$ \$200.00 - \$499.00.

Your business will receive two season sponsorship passes for all home athletic events for 2011-2012.



Contract for Services

THIS AGREEMENT entered into the 19th day of October, 2011, between the City of green River, Wyoming, and the Green River High School Athletic Booster Club.

WHEREAS, the GRHS Booster Club is a proud supporter of activities for the Green River High School;

AND WHEREAS, it is deemed by the Governing Body of the City of Green River, Wyoming, that participation in High School activities will promote youth involvement and enhance the quality of life for its citizens.

NOW, THEREFORE, the parties agree to as follows:

- 1) The City of Green River, Wyoming, shall pay to the GRHS Booster Club the sum of Five Hundred Dollars (\$500) for the 2011-2012 school year.
- 2) In consideration of the foregoing payment, the GRHS Booster Club will provide advertising for the City including a Large City Logo on the Athletic Schedule, a 3x6 banner to be hung in the high school gym and Wolves stadium, and a plaque to be placed at the Monroe Swimming Pool.

Dated this 19th day of October, 2011.

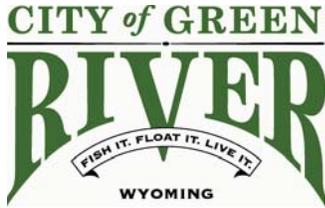
CITY OF GREEN RIVER, WYOMING

H. Castillon, Mayor

ATTEST:

Jeffrey V. Nieters

GRHS Booster Club



**City of Green River
City Council Meeting
Agenda Documentation**

Preparation Date: 09/27/11	Submitting Department: City Clerk
Meeting Date: 10/18/2011	Department Director: Jeffrey V. Nieters
	Presenter: CONSENT AGENDA

Subject: Request for a Catering Permit

Purpose Statement: Ponderosa Bar, Inc. has requested a catering permit to sell alcoholic beverages for the City Employee’s Banquet on Friday, November 11, 2011, from 4 pm to 11 pm, at the Island Pavilion.

Background/Alternatives

Permits have been issued previously.

Attachments: Letter of request

Fiscal Impact: \$25

Staff Impact: none

Legal Review: n/a

Recommendation: none

Suggested Motion

I move to approve the issuance of a Catering Permit to Ponderosa Bar, Inc. to sell alcoholic beverages for the City of Green River Banquet, on Friday, November 11, 2011, from 4 pm to 11 pm, at the Island Pavilion.

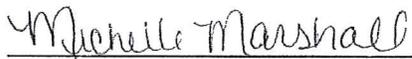
FORM LETTER TO APPLY FOR A CATERING PERMIT

Fee: \$25

To: Mayor Hank Castillon, and the members of city council;

Ponderosa Bar, Inc would like to request a catering permit to cater alcohol for the City of Green River Banquet, on Friday, November 11, 2011 at the Pavilion from 4:00 p.m. to 11:00 p.m.

Thank you for your consideration,

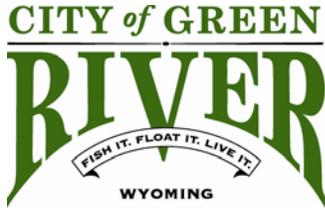


Signature of Applicant

Address: 41 East Railroad
Green River, WY 82935

Phone No: 875-4614

Date: September 26, 2011



**City of Green River
City Council Meeting
Agenda Documentation**

Preparation Date: 10/10/11	Submitting Department: City Clerk
Meeting Date: 10/18/2011	Department Director: Jeffrey V. Nieters
	Presenter:

Subject: Request for a Catering Permit

Purpose Statement: Brazels Inc. doing business as the Embassy Tavern has requested a catering permit to sell alcoholic beverages for the Realtor’s Boo Bash on Saturday, October 22, 2011, from 6 pm to 10 pm, at the Island Pavilion.

Background/Alternatives

Permits have been issued previously.

Attachments: Letter of request

Fiscal Impact: \$25

Staff Impact: none

Legal Review: n/a

Recommendation: none

Suggested Motion

I move to approve the issuance of a Catering Permit to Brazels Inc. doing business as the Embassy Tavern to sell alcoholic beverages for the Realtor’s Boo Bash on Saturday, October 22, 2011, from 6 pm to 10 pm, at the Island Pavilion.

APPLICATION FOR 24 HR MALT BEVERAGE/CATERING PERMIT

Licensing Authority: _____

Name of Event: Realtors 'Boo Bash' Benefit Annual Event - HUD 6^{pm} - midn^g

Permit From: 10/22/2010 To: 10/22/2011 Local Permit Number: _____

Number of Days Permitted: _____ Fee per day: _____ Total Fee: _____

Applicant: BRAZEL'S Inc D/B/A: EMBASSY TAVERN

Contact Person: BARBARA Loucks Phone: (307) 871-4606

Company Location: 77 East Railroad Av City: GREEN RIVER State: WY Zip: 82435

Mailing Address: Same City: Same State: _____ Zip: _____

Business Phone: 307 875-5552 Residence Phone: _____

Location of Sales: Pavilion GREEN RIVER

Applicants that are receiving anything of value (i.e. money, goods and/or services) from any industry representative must answer the following:

As an applicant for a 24 hour malt beverage or catering permit, are you:

A nonprofit corporation organized under the laws of this state; YES NO

Qualified as a tax exempt organization under the Internal Revenue Code; YES NO

And have been in continuous operation for not less than two (2) years. YES NO

FILING AS (CHOOSE ONLY ONE)

INDIVIDUAL PARTNERSHIP CORPORATION LLC LLP

NOTE: Individual and Partnership filers must be domiciled residents of Wyoming for at least one year and not claimed residence in any other state in the last twelve months.

If a corporation, LLC or LLP list the full names and residence address of all the officers and directors and of all shareholders owning jointly or severally ten percent (10%) or more of the stock of the corporation, LLC or LLP. Use back of form if additional space is needed.

For Corp, LLC, LLP Applicants Legal Name	Date of Birth	DO NOT LIST PO BOXES Residence Address, Street, City, State & Zip	Residence Phone Number	No of years in corp or LLC	% of Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
BARBARA I Loucks	2-14-51	500 MONROE AV #34 GREEN RIVER WY 82435	307 871 4606	8	100%	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, complete in identical form, on a separate piece of paper and attach to this application.)

By filing this application, I agree to operate in Wyoming under the requirements of **W.S.12-4-502** and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

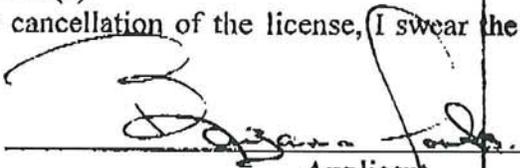
By signing this application, I acknowledge for Brazzels Inc San Embassy Tower (Business Name) that all of the information provided is true and correct, and that I agree to meet the Wyoming operating conditions specified above. This application must be signed by an owner, partner, corporate officer or LLC/LLP member.

VERIFICATION OF APPLICATION

(Requires signatures by ALL Individuals, ALL Partners, ONE (1) LLC Member, TWO (2) Corporate Officers/Directors, or TWO (2) Club Officers.) W.S.12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

Dated this 24th day of OCTOBER 2011.



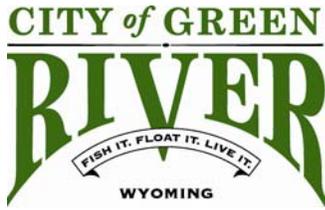
Applicant

Applicant

Signature of Licensing Authority Official

/ /

Title Date



City of Green River City Council Meeting Agenda Documentation

Preparation Date: 10/07/11	Submitting Department: Finance
Meeting Date: 10/18/11	Department Director: Jeff Nieters
	Presenter:

Subject: Wyoming Unclaimed Property Report

PURPOSE STATEMENT

Annual compliance of the Wyoming Unclaimed Property Act

BACKGROUND/ALTERNATIVES

Since 1993, the Wyoming State Treasurer's Office has been responsible for collecting unclaimed property that meet certain criteria from financial institutions, companies and governmental entities. The Unclaimed Property Division then makes a diligent effort to return the funds to the rightful owner, and will hold the funds until the owner or heir makes claim to the funds.

The attached list represents our annual compliance with the Act. The payment to the Unclaimed Property Division represents utility deposits that have not been claimed by terminated customers who have left the area with no forwarding addresses, payments for unclaimed payroll checks, or miscellaneous payments. These funds must be submitted to the Wyoming State Treasurer's Office under the Unclaimed Property Act by November 1st of each year.

ATTACHMENT

Summary list of property being sent to the State.

RECOMMENDATION

To accept the Unclaimed Property Report for submission to the State.

SUGGESTED MOTION

I Move To accept the Unclaimed Property Report and submit a check in the amount of \$427.15 to the Wyoming State Treasurer's Office under the Unclaimed Property Act.

Unclaimed Property Summary Listing

CITY OF GREEN RIVER 2011 WY

Printed: 10/07/2011 03:14:13 PM

****REPORT NOT VALIDATED****

	<u>Prop Type</u>	<u>First Owner</u>	<u>\$ Remitted</u>	<u>Shares Remitted</u>	<u>Tangible Box:</u>
1	UT03	ANDERSON, JUSTIN	\$70.02	0.0000	
2	UT03	BENNETT, DERIK	\$41.74	0.0000	
3	UT03	BITTLE, LAMAR	\$28.12	0.0000	
4	UT03	COYEX	\$179.19	0.0000	
5	UT03	DALEY, DAVID	\$2.39	0.0000	
6	UT03	FLORES, MARTIN	\$1.99	0.0000	
7	UT03	GEER, TANNER	\$18.23	0.0000	
8	UT03	HADLOCK, DOUG	\$3.17	0.0000	
9	UT03	HALL, MICHAEL	\$2.81	0.0000	
10	UT03	JENSEN, TOM	\$5.64	0.0000	
11	UT03	LOEZA, JESSICA	\$5.45	0.0000	
12	UT03	MARTINEZ, DESIREE	\$31.29	0.0000	
13	UT03	MC GUFF, KASSIE	\$20.40	0.0000	
14	MS01	NIEMAN, RONNIE	\$5.87	0.0000	
15	UT03	PEACE, CARL	\$1.65	0.0000	
16	UT03	RICHMOND, PATRICIA	\$2.12	0.0000	
17	UT03	THOMPSON, STEPHEN	\$7.07	0.0000	
Totals:			\$427.15	0	0 Boxes



CITY OF GREEN RIVER
CITY COUNCIL MEETING
Agenda Documentation

Preparation Date: October 11, 2011	Submitting Department: Public Works
Meeting Date: October 18, 2011	Department Director: Mike Nelson
	Presenter: Consent Agenda Item

SUBJECT: Approval of Change Order #1 on the Utility Storage Building

PURPOSE STATEMENT Approve Change Order #1 on the Utility Storage Building.

BACKGROUND/ALTERNATIVES

The Utility Storage Building construction was the result of the City/County/Rock Springs Joint Communication Center taking over the old City Water Shop/Storage Building.

The Contract was Bid with A. Pleasant Construction being the low Bid at \$163,000. During final inspection, it was found that two of the concrete floor slabs were cracked. By Agreement, rather than removing and replacing the slabs, the concrete can be left in place with a reduction in Contract price of \$5,000.

ATTACHMENTS Change Order #1

FISCAL IMPACT Funding is budgeted for this project in account 900-9102

STAFF IMPACT: Minimal

LEGAL REVIEW: Standard Change Order Form

RECOMMENDATION Approve Change Order #1 to the Utility Storage Building with A. Pleasant Construction in the deductive amount of \$5,000.

SUGGESTED MOTION “I move to Approve Change Order #1 to the Utility Storage Building and to deduct \$5,000 from the Contract, Final Contract Price will be \$158,000.

CHANGE ORDER

PROJECT: 50' x 100' UTILITY STORAGE BUILDING

DATE OF ISSUANCE: OCTOBER 3, 2011

OWNER'S NAME: City of Green River
OWNER'S ADDRESS: 50 East 2nd North
Green River, WY 82935

CONTRACTOR'S NAME: A. Pleasant Construction, Inc.
CONTRACTOR'S ADDRESS: PO Box 939
Green River WY 82935

TYPE OF CONTRACT: 50' x 100' UTILITY STORAGE BUILDING

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

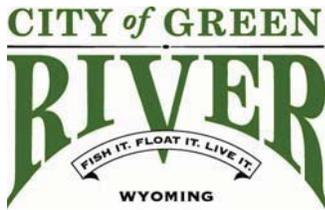
Description: *By Agreement, rather than removing two sections of cracked concrete, the concrete can be left in place with a reduction in Contract price of \$5,000.*

Purpose of Change Order: *Reduction in Contract price*

Attachments: (List documents supporting change) *None*

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIME:	
Original Contract Price	<u>\$163,000</u>	Original Contract Time	<u>90</u>
days			
Previous Change Orders	<u>None</u>	Net Change from previous Change Orders	<u>None</u>
Contract Price prior to this Change Order		Contract Time prior to this	
Change Order	<u>\$163,000</u>		<u>90 days</u>
Net Increase (decrease) of this Change Order		Net Increase (decrease) of this	
Change Order	<u>(\$ 5,000)</u>		<u>None</u>
Contract Price with all approved Change Orders		Contract Time with all approved	
Change Orders	<u>\$158,000</u>		<u>90 days</u>

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



City of Green River City Council Meeting Agenda Documentation

Preparation Date: October 10, 2011	Submitting Department: Parks and Recreation
Meeting Date: October 18, 2011	Department Director: Allan Wilson
	Presenter: Consent Agenda

Subject: Approval to Apply for and Accept 2012 Sweetwater County Travel & Tourism grants
(NOTE: all sections must be completed for this report to be placed on the city council meeting agenda)

Purpose Statement

To gain authorization from the Governing Body to apply for and accept 2012 Sweetwater County Travel & Tourism grants for the following events: Smash and Splash Racquetball Tournament, Art on the Green, Green River Expedition Freestyle, Crystal Classic and Powell Plunge.

Background/Alternatives

The Parks and Recreation Department offers several events that draw participants and spectators from outside the City of Green River. The Sweetwater County Travel & Tourism offers grants to aid in advertising and marketing for such events. The Parks and Recreation Department would like to apply for and accept funding to expand and help cover the advertising costs of the events and improve participation numbers.

Attachments

Attachment A - 2012 Sweetwater County Travel & Tourism Advertising Grant application

Attachment B - 2012 Sweetwater County Travel & Tourism Grant Guidelines

Fiscal Impact

Each successful grant has the potential to offset expenses up to \$4,000 for each of the special events noted above. The five events could total \$20,000 in advertising monies and savings to the City of Green River.

Staff Impact

Staff time will be used to complete the grant applications.

Legal Review

Not Applicable

Recommendation

Staff recommends that the Governing Body authorize the application for and acceptance of the 2012 Sweetwater County Travel & Tourism grants for the following events: Smash and Splash Racquetball Tournament, Crystal Classic, Art on the Green, Green River Expedition Freestyle, and Powell Plunge.

Suggested Motion

I move to authorize the Parks & Recreation Department to apply for and accept 2012 Sweetwater County Travel & Tourism grants for the following events: Smash and Splash Racquetball Tournament, Crystal Classic, Art on the Green, Green River Expedition Freestyle, and Powell Plunge.

Advertising & Marketing Application Check List of Required Items:

The following items to be included with the application form:

- | | |
|---|---|
| <input type="checkbox"/> Completed Bid Sheet & Bids | <input type="checkbox"/> Project Narrative |
| <input type="checkbox"/> Detailed Marketing Plan | <input type="checkbox"/> Summary of Promotional Items |
| | <input type="checkbox"/> Detailed Budget or Spending Plan |

Advertising & Marketing Application

Applicants that need to advertise to bring out-of-county attendees and participants to an event may qualify for an advertising & marketing grant.

Applicant Information

Organization Name: _____
Mailing Address: _____
City/State/ZIP: _____
Phone: _____
Email: _____

Type of Organization:
 WY non-profit 501c3
 WY non-profit (not 501c3) Code section of exemption: _____
 For profit incorporated
 Individual Ownership

Event Information

Event Name: _____
Type of Event: _____
Primary Contact: _____
Location of Event: _____
Date(s) of Event: _____
Projected Attendance: _____
Do you require membership in your organization for individuals to participate? Yes No

Est. # of out-of-county participants staying overnight: _____
Arrival Date: _____ Departure Date: _____
Total est. # of room nights generated by this project: _____
(Example: Estimated number of people requiring lodging: 600 people; average 2 people per room; 300 rooms required per night. Length of stay: 2 nights; arriving Friday, departing Sunday. 300 rooms x 2 nights = 600 estimated room nights).
Will this be an annual event in Sweetwater County? Yes No
Has the event been in Sweetwater County before? Yes No
If yes, how many out-of-county participants came last year? _____

Advertising & Marketing Information

Amount Requested: \$ _____
Total Event Budget: \$ _____
Has the T&T funded this project in the past? Yes No
If yes, number of times: _____
Total funding received from T&T to date: \$ _____
How will the event proceed if not funded by the T&T?

What on-site recognition will be provided for T&T?
 T&T banner at event site (required; provided by T&T)
 T&T logo on printed materials (required, if funded by grant)
 2 event tickets for T&T (required)
 Reader board recognition
 Public address announcements for T&T
 Other: _____

How will you promote out-of-county attendance/participation?

Advertising & Marketing Grant funds will be used for:

- Brochures *(3 bids required)
- Posters & Promotional Flyers *(3 bids required)
- Postage (out-of-county mailings)
- Billboards
- Magazine Advertising
- Newspaper Advertising
- Radio Advertising
- Television Advertising

Total budgeted for out-of-county promotion: \$ _____

*A minimum of 3 competitive bids from qualified vendors must be included with the grant application for projects that require printing fees and/or production costs (see Bid Summaries section on page 2)

How will you promote in-county attendance/participation?

Note: Payment reimbursement is based on approved items from the check list above

Total budgeted for in-county promotion: \$ _____

Signature: _____

Date: _____

Read and follow the grant guidelines carefully. Incomplete applications will be returned. Submission deadline is 20 days prior to Grant Hearing.

For Completion by T&T Staff

Estimated Total Economic Impact: \$ _____

Formula: Number of out-of-county participants multiplied by the number of days they are in the area; multiplied by a daily expenditure figure. Example: 200 people x 2.5 days = 500; multiplied by a \$150 daily expenditure; for a \$75,000 estimated total economic impact.

Advertising & Marketing Application

Bid Summaries

Please list the following details for each bid received:

Bid Item #1:

Bid #1

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #2

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #3

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #1

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #2

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #3

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #1

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #2

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

Bid #3

Vendor Name: _____

In-County Vendor Out-of-County Vendor Preferred Vendor

Price Per Item: _____ **X** # of Items: _____ = Total Cost of Items: \$ _____

*Please copy this page to list additional bid items

**Sweetwater County Joint
Travel and Tourism Board**
ADVERTISING & MARKETING AND
SPONSORSHIP GRANT
Guidelines and General Instructions



ATTENTION: GRANT APPLICANT

**THE T&T GRANT PROCESS HAS BEEN REVISED TO BETTER SERVE ALL APPLICANTS.
PLEASE READ THE FOLLOWING GUIDELINES CAREFULLY AS NUMEROUS CHANGES HAVE BEEN MADE.**

Grant Overview:

- **The purpose of the Sweetwater County Travel and Tourism Board** is to provide for the promotion of travel and tourism and to generate and increase overnight stays in Sweetwater County.
- **The goal of the grant process** is to assist Sweetwater County organizations with events designed to generate overnight stays in Sweetwater County lodging facilities.

The Board has developed two grant categories:

1. Advertising & Marketing

2. Sponsorship

(Each event may qualify for one grant)

All grant decisions of this Board are based on:

- Number of participants from outside of Sweetwater County
- Number of room nights generated
- Estimated economic impact on the area as a whole
- Opportunity to maintain and grow the event in Sweetwater County on an annual basis

Eligibility: Grants are available to Sweetwater County organizations. Sectarian groups and religious institutions are NOT eligible.

Required Recognition: The Board will require recognition for its financial participation as follows:

- Audible identification: **PRODUCED IN COOPERATION WITH THE SWEETWATER COUNTY JOINT TRAVEL AND TOURISM BOARD** on radio advertising
- Logo and/or audible identification: **PRODUCED IN COOPERATION WITH THE SWEETWATER COUNTY JOINT TRAVEL AND TOURISM BOARD** on television advertising
- Logo, and website address for visitor information in print media, including brochures, posters, promotional flyers or registration forms, magazine and newspaper advertising
- Link and logo on websites
- Logo on billboards
- Banner at the event site
- Logo on tee-shirts if sponsors are recognized in this way
- Logo and written identification: **PRODUCED IN COOPERATION WITH THE SWEETWATER COUNTY JOINT TRAVEL AND TOURISM BOARD** on awards
- Any other considerations/benefits the organization provides investors or sponsors at the same level of investment, with a minimum of 2 event tickets provided to the Board and staff

(The Sweetwater County Joint Travel and Tourism Board will provide applicants with the appropriate materials for recognition upon application approval.)

Marketing Bonus (Advertising & Marketing and Sponsorship Grants)

The Sweetwater County Joint Travel & Tourism Board will provide marketing bonuses to grant applicants that would benefit from additional out-of-county advertising. The marketing bonus will be 25% of the approved grant amount and will be implemented by the Travel & Tourism office.

1. Advertising & Marketing Grants

Applicants that need to advertise to bring out-of-county attendees and participants to an event may qualify for an advertising & marketing grant.

The **Advertising & Marketing Grant Application** form is to be completed.

Mediums

The Sweetwater County Joint Travel and Tourism Board will consider the following mediums eligible for advertising & marketing grants; however, reimbursement is limited to 30% of in county advertising expenditures and 100% out of county advertising expenditures:

- Brochures
- Posters and Promotional Flyers
- Postage (out-of-county mailings only)

No Bids Needed

- Billboards
- Magazine advertising
- Newspaper advertising
- Radio advertising
- Television advertising

The maximum application amount is \$4,000.00.

Exceptions:

The Board will not provide advertising & marketing grant funds for the following:

- Phone expenses
- Equipment, portable advertising space, entertainment, administration
- Officials, judges, presenters, teachers, facilitators etc.
- Event programs and other print projects for on-site use only or sold for profit
- Alcoholic beverages

(Note: A minimum of 3 competitive bids from qualified vendors must be included with grant application for projects that require printing fees and/or production costs. Preference will be given to in-county bidders when the bid does not exceed the lowest bid from an out-of-county bidder by more than 5 percent, except when the quality of the product or service is inferior to the lower bid.)

2. Sponsorship Grants

Events that draw substantial out-of-county overnight visitors to Sweetwater County without the need to advertise (i.e. conventions, culminating events, member events, events at registration capacity, or events that have other sources of advertising funding) may qualify for a sponsorship grant.

Please note; events that do need to advertise and have other sources of advertising funding must include supporting information in the application. Grant applicants in this category are required to commit no less than 20% of the overall event budget to out-of-county advertising in order to qualify for sponsorship funding.

The **Sponsorship Grant Application** form is to be completed.

The Board will provide Sponsorship Grant funds for the following event expenses:

- Event Stationery
- Event Registration Forms
- Entertainment at Event
- Event Officials/Judges
- Event Awards (given away)
- Event T-shirts
- Postage for out-of-county mailings
- Speakers/Presenters at Event
- Rental Equipment for Event
- Event Space Rental
- Free Event Programs
- On-site Event Brochures
- On-site Event Posters
- Refreshments (food and/or non-alcoholic beverages) at Event

The maximum application amount is \$4,000.00.

Exceptions:

The Board will not provide Sponsorship Grant funds for the following:

- Advertising
- Alcoholic Beverages
- Items sold for profit at event
- Cash prizes

Application Instructions

Twelve (12) copies of the grant application should be made for the Sweetwater County Joint Travel and Tourism Board. The applications should be stapled in the top left hand corner and be compiled in the following order:

1. Completed application
2. Completed Bid Sheet & Bids (for Advertising & Marketing grant applicants only)
 - i. Include 3 competitive bids directly from bidder, clearly stating the promotional projects the grant will be applied towards
3. A project narrative
 - i. Detailed description of event, including date, time, and location
4. Detailed marketing plan
 - i. How and to whom your group plans to promote the activity
 - ii. Advertising plan and schedules
5. Summary of promotional projects
 - i. Clearly state the promotional projects the grant will be applied towards
6. Detailed budget or spending plan
 - i. List of revenues and expenditures

Grant Hearings are held the 2nd Wednesday of March, June, September and December each year. Applications will only be accepted if postmarked or hand delivered:

- No more than 12 (twelve) months before the scheduled start date of project, and

- No less than 20 (twenty) days prior to grant hearing.

All applications must be completed on the official application form and must be mailed or hand delivered to the Sweetwater County Joint Travel and Tourism Office. Incomplete applications will be rejected.

All applications must be mailed to:

**P.O. Box 38
Rock Springs, WY 82902**

Or hand delivered to:

**404 N Street, Suite 304
Rock Springs, WY 82901**

Grant Application Timeline

After the grant hearing applicants will be notified within ten (10) days of the board decision.

If approved, within fifteen (15) days of board decision grantee will receive two (2) contracts and two (2) letters of acceptance, one of each must be signed and returned within ten (10) days of receipt.

Grantee will also receive a “Request for Payment” form with contract and letter of acceptance.

Payment/Reimbursement

In order to receive payment the recipient must abide by the following guidelines:

1. Grant recipients must maintain all receipts/invoices and collect canceled or certified copies of checks of purchases applying to grant. Please note, purchases charged to a credit card will not be reimbursed.
2. Applicants have one-hundred and twenty (**120**) days following the end of the project to file a “Request for Payment Form.” **Grant funding commitments becomes null and void 120 days from date of event.**
3. Items not submitted for payment within the specified time period becomes the sole responsibility of applicant.
4. Incurred expenses are the responsibility of the sponsoring organization and approved expenses will be reimbursed by the Travel and Tourism Board.

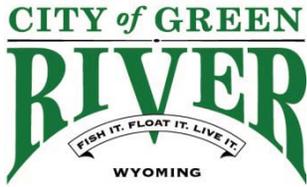
(The Sweetwater County Joint Travel & Tourism Board is a tax exempt, government entity and therefore is not able to reimburse for tax on purchases.)

Request for payment final form must include: *Payment reimbursements will be contingent on grant applicant fulfilling out-of-county advertising commitments stated in the application.*

1. Request for Payment Form
 - a. Completed and appropriate attachments checked off
2. Final Report
 - a. A brief description/overview of completed project.
3. Itemized List of Expenditures
 - a. An expenditure list with vendor name, purpose/reason of expenditure, and amount
4. Paid Invoices with Cancelled Checks (or Certified Copies)
 - ii. Advertising Tear Sheets and Copies of Publications (for Advertising & Marketing grant applicants only)

After “Request for Payment” form is mailed or hand delivered to the Sweetwater County Joint Travel and Tourism Board and found to be complete, the T&T board will mail a voucher that must be signed and returned before actual check is sent.

The Sweetwater County Joint Travel and Tourism Board reserves the right to terminate funding in the event of non-compliance, amend grants, reject or void grants which are contrary to law or public policy, and amend its policies as it relates to the approval process for future grants.



**CITY OF GREEN RIVER
CITY COUNCIL MEETING
Agenda Documentation**

Preparation Date: October 11, 2011	Submitting Department: Public Works
Meeting Date: October 18, 2011	Department Director: Mike Nelson
	Presenter: Consent Agenda Item

Subject: Request for Removal of Items from the Landfill

Purpose Statement:

Authorize the removal of items from the Landfill as requested by Gerald Smith and Todd Lewis.

Gerald Smith of Green River has requested the removal of six sections of out of service fire hose.

Todd Lewis of Green River has requested the removal of a red generator.

Background/Alternatives:

Removal of items from the Landfill has to be approved by the Governing Body per City Ordinance Section 14-7 (b).

Attachments: Landfill Item Removal Request Forms

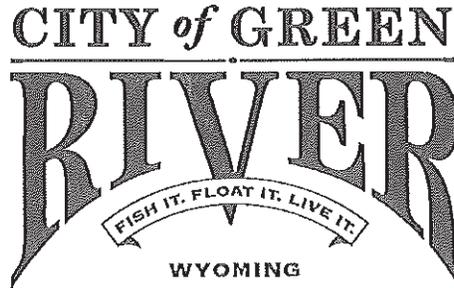
Staff Impact: Minimal

Fiscal Impact: None

Legal Review: N/A

Recommendation: Staff recommends approval of request

Suggested Motion: “I move to authorize the removal of items from the Landfill as requested by Gerald Smith and Todd Lewis.”



LANDFILL ITEM REMOVAL REQUEST

Resident Name: Gerald Smith

Address: 355 Aspen

Date: October 4, 2011

Phone Number: 875-3229

Item(s) Requested: Out of Service Fire Hose

6 sections of out of service hose, taken
to landfill

For City Staff Use

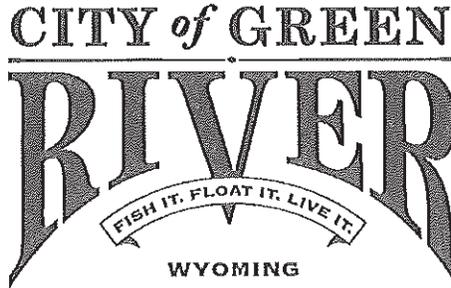
Posted on Council Agenda/Date of Meeting: 10-18-2011

Resident Contacted By: _____

Signature of Resident: _____

Date Item Removed From Landfill: _____

Additional Comments: _____



LANDFILL ITEM REMOVAL REQUEST

Resident Name: To dd Lewis
Address: 1015 W. 4th N.
Date: G.R. 10/10/2011
Phone Number: 871-6103
Item(s) Requested: Red Generator - Next to Shed

For City Staff Use

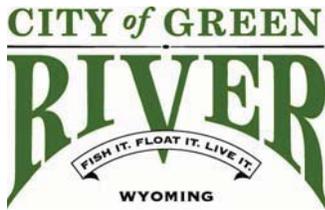
Posted on Council Agenda/Date of Meeting: _____

Resident Contacted By: _____

Signature of Resident: _____

Date Item Removed From Landfill: _____

Additional Comments: _____



City of Green River City Council Meeting Agenda Documentation

Preparation Date: October 11, 2011	Submitting Department: Finance
Meeting Date: October 18, 2011	Department Director: Jeff Nieters
	Presenter: Jeff Nieters

Subject: To approve two maintenance agreements for copier maintenance.

Purpose Statement

Obtain approval for a Copier Maintenance Agreement with Copier and Supply

Background/Alternatives

To provide a Maintenance Agreement for the Community Development/Parks and Recreation center copier with Copier and Supply. This is a one-year agreement allowing unlimited copies per at a price of \$0.0069 for per black and white print and .065 per color print. The service agreement covers cleaning, maintaining and toner for the copier.

Attachments

Agreements

Fiscal Impact

The expenses have been appropriated in the current year budget.

Staff Impact

N/A

Legal Review

The contracts have been sent to be reviewed by the City Attorney.

Recommendation

Staff recommends approving the maintenance agreements with copier and supply for the Community Development/Parks and Recreation center copiers, pending final approval of the contract by the City Attorney.

Suggested Motion

I move to approve the maintenance agreements with Copier and Supply for the Community Development/Parks and Recreation center copiers, pending final approval of the contract by the City Attorney.

*COPIERS

*FAXES

*SHREDDERS

COPIER & SUPPLY CO., INC.

Serving Southwest Wyoming Since 1974

432 SOUTH MAIN

ROCK SPRINGS, WY 82901

(307) 362-6530 1-800-442-9699

FAX (307) 362-6533

*SALES

*SERVICE

*SUPPLIES

MAINTENANCE AGREEMENT

This agreement covers both the labor and the material for adjustments, repairs and replacements of parts as necessitated by normal usage of the machine. **Customer must provide a grounded NEC approved 15 or 20 Amp 110V outlet for equipment covered under this agreement.** Maintenance Agreement will be void if a proper surge suppressor is not in place on copier, network, and or fax machines. Damage caused by Bad Power, Surges, Spikes, or Fluctuating Power will not be covered by the Maintenance Agreement. Damage or loss resulting from misuse or perils such as fire, theft, water damage, or for any other cause external to the machine, are not covered. The use of unauthorized parts, components, modification or personnel to effect repairs or changes will cause this agreement to be null and void.

Service performed under the terms of this contract will be made during normal business hours at the installation address specified in this contract. Travel and labor time on calls after business hours, Saturdays, Sundays, and holidays, are charged to the customer at established rates.

Preventative maintenance is the service performed to insure expected life and efficiency of equipment. Service necessary due to operator negligence may be considered chargeable. All consumable parts will be replaced at no charge. Consumables will include but are not limited to fusing rollers, photoconductors, and blades and are separately warranted.

Connectivity which includes installation of software, loading drivers, and connecting between your network and the multifunction machine is **not included** due to the number of variations of operating systems and networks and is chargeable on a per hour basis.

It is understood that a qualified service technicians employed and trained by Copier & Supply Company, Inc will perform all service.

This contract shall become effective upon receipt by Copier & Supply Company Inc. of payment for annual charge. **The contract will remain in force for twelve months and will be automatically renewed from year to year unless written cancellation notice is received, by either party, thirty days prior to the end of the current term.** Customer agrees to pay the annual charge in advance at the beginning of each twelve-month period. **Upon payment, the customer agrees to accept the terms of this contract.**

If customers use other than recommended supplies, or calls due to customer error, causing abnormally frequent service calls, then the **service calls will become chargeable at the current hourly service rate plus mileage as needed.** The maintenance agreement **may** be terminated and the unused portion of the maintenance agreement payments be refunded. In that case, the customer will be offered continuing service at published hourly rates. Parts and labor prices are subject to change without notice.

It is understood that the following charges will apply for the below mentioned machine:

Make: Savin Model: C9155 Serial Number: V9615501390
Actual Location: 50 East 2nd North BEGINNING METER: B/W-0 C-0

THIS CONTRACT WILL BE IN EFFECT FROM:
09/08/2011 TO 9/07/2012

Base Price: \$CPC

Copy Allowance: B&W 0 Excess Copy Charge: B&W .0069 Start Date: 9/08/2011
Color 0 Color .065 MA Period: 1 Year

Included Items:	Parts	Labor	Drum	Fuser Roller	Toner	Developer	Paper	Connect
B& W	X	X	X	X	X	X	NO	NO
Color	X	X	X	X	YES	X	NO	NO

INVOICE NUMBER MONTHLY

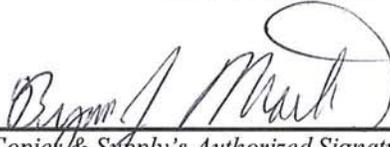
Authorized By: **

TITLE: _____

COMPANY: City of G.R. Parks and Rec

ADDRESS: 50 East 2nd North

Green River, WY 82935


Copier & Supply's Authorized Signature

*Charges are subject to sales tax where applicable

CUSTOMER CONTACT: 872-6151

For filing purposes only: **CITGR-C9155-P&R**

*COPIERS

*FAXES

*SHREDDERS

COPIER & SUPPLY CO., INC.

Serving Southwest Wyoming Since 1974

432 SOUTH MAIN

ROCK SPRINGS, WY 82901

(307) 362-6530 1-800-442-9699

FAX (307) 362-6533

*SALES

*SERVICE

*SUPPLIES

MAINTENANCE AGREEMENT

This agreement covers both the labor and the material for adjustments, repairs and replacements of parts as necessitated by normal usage of the machine. **Customer must provide a grounded NEC approved 15 or 20 Amp 110V outlet for equipment covered under this agreement.** Maintenance Agreement will be void if a proper surge suppressor is not in place on copier, network, and or fax machines. Damage caused by Bad Power, Surges, Spikes, or Fluctuating Power will not be covered by the Maintenance Agreement. Damage or loss resulting from misuse or perils such as fire, theft, water damage, or for any other cause external to the machine, are not covered. The use of unauthorized parts, components, modification or personnel to effect repairs or changes will cause this agreement to be null and void.

Service performed under the terms of this contract will be made during normal business hours at the installation address specified in this contract. Travel and labor time on calls after business hours, Saturdays, Sundays, and holidays, are charged to the customer at established rates.

Preventative maintenance is the service performed to insure expected life and efficiency of equipment. Service necessary due to operator negligence may be considered chargeable. All consumable parts will be replaced at no charge. Consumables will include but are not limited to fusing rollers, photoconductors, and blades and are separately warranted.

Connectivity which includes installation of software, loading drivers, and connecting between your network and the multifunction machine is **not included** due to the number of variations of operating systems and networks and is chargeable on a per hour basis.

It is understood that a qualified service technicians employed and trained by Copier & Supply Company, Inc will perform all service.

This contract shall become effective upon receipt by Copier & Supply Company Inc. of payment for annual charge. **The contract will remain in force for twelve months and will be automatically renewed from year to year unless written cancellation notice is received, by either party, thirty days prior to the end of the current term.** Customer agrees to pay the annual charge in advance at the beginning of each twelve-month period. **Upon payment, the customer agrees to accept the terms of this contract.**

If customers use other than recommended supplies, or calls due to customer error, causing abnormally frequent service calls, then the **service calls will become chargeable at the current hourly service rate plus mileage as needed.** The maintenance agreement **may** be terminated and the unused portion of the maintenance agreement payments be refunded. In that case, the customer will be offered continuing service at published hourly rates. Parts and labor prices are subject to change without notice.

It is understood that the following charges will apply for the below mentioned machine:

Make: Savin Model: C9155 Serial Number: V9615501363
Actual Location: 1775 Hitching Post **BEGINNING METER: B/W-0 C-0**

THIS CONTRACT WILL BE IN EFFECT FROM:
09/08/2011 TO 9/07/2012

Base Price: \$CPC

Copy Allowance: B&W 0 Excess Copy Charge: B&W .0069 Start Date: 9/08/2011
Color 0 Color .065 MA Period: 1 Year

Included Items:	Parts	Labor	Drum	Fuser Roller	Toner	Developer	Paper	Connect
B&W	X	X	X	X	X	X	NO	NO
Color	X	X	X	X	YES	X	NO	NO

INVOICE NUMBER MONTHLY

Authorized By: **

TITLE: _____

COMPANY: City of G.R. Recreation Center

ADDRESS: 50 East 2nd North

Green River, WY 82935


Copier & Supply's Authorized Signature

*Charges are subject to sales tax where applicable

CUSTOMER CONTACT: 872-0511

For filing purposes only: **CITGR-C9155-REC**