

**CITY OF GREEN RIVER
CITY COUNCIL PROCEEDINGS
March 6, 2012**

The Governing Body of the City of Green River met in regular session at 7 pm in the City Hall Council Chambers. Mayor Castillon called the meeting to order and Stephen Pyles led the Pledge of Allegiance. The following Council Members were present: Gary Killpack, Gene Smith, Adam Coppolo, Tom McCullough, Jim Boan, and Lisa Maes. The following were present representing the City: Director of Public Works Mike Nelson, Director of Human Resources Debbie Klein Robertson, Director of Finance Jeff Nieters, Director of Community Development Laura Leigh, Chief of Police Chris Steffen, Fire Chief/Emergency Services Mike Kennedy, Parks and Recreation Director Allan Wilson, City Attorney Galen West, and Public Affairs Specialist Stephen Pyles.

APPROVAL OF THE AGENDA

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

PRESENTATIONS

Key to the City

The Mayor gave Lenard Ortega the Key to the City and thanked him for his service. Mr. Ortega has served on the volunteer Fire Department for thirty-one years. He thanked him for his service. He said the city is very lucky to have a volunteer who dedicated his time to the Fire Department for so long.

Lenard Ortega thanked the council and the City of Green River for the support they have given to the Fire Department and for the Key to the City.

Sweetwater County Travel and Tourism Update

Director of the Sweetwater County Travel and Tourism Jenissa Bartlett said the board is made up of eleven members. Two board members are from Green River. The board was formed to administer the 2% Lodging Tax. The Lodging Tax collected for 2010-2011 totaled \$520,586.05. This is slightly higher than 2009-2010. This is encouraging. The occupancy rates have increased by 7%. In August of 2011 the occupancy rate was at 90.4% which was as high as it was in 2008. The average room rate is around \$80 per night.

Budget Breakdown

- Marketing Plan - 45%
This is not seen locally. The advertising is done outside the area mainly in the Salt Lake City and Denver markets.
- Event Grants - 20%
There are two types of events grants, sponsorship or advertising. The advertising grant is for an event that needs to advertise for people to come. The sponsorship grant is if someone is having an event that does not need to be advertised like a conference.
- Board Projects - 2%
There were two board projects that were funded last year: the City of Green River Way Finding Program and the National High School Finals Rodeo.
- Chamber Block Grants - 8%
The grants are administered to the Chambers to help them operate as visitor's centers and to help them with staffing. The Sweetwater County Events Complex receives a block grant once a year for advertising.
- SEC Block Grants - 10%
- Administration - 15%

Any event that will result in an overnight stay in Sweetwater County is eligible for a Travel and Tourism Event Grant.

Ms. Bartlett attends conferences and consumer shows every year. She attended the Sportsmen's Exposition in Denver, Colorado and in Salt Lake City, Utah. The educational conferences that she attended were: Wyoming Governor's Hospitality & Tourism Conference in Cheyenne,

Wyoming and ESTO U.S. Travel Association in Salt Lake City, Utah, and then the ad:tech Digital Marketing Conference in New York City, New York.

They had a conversion study completed by an outside agency in September 2011. They conducted 305 interviews of people who requested travel guides from Sweetwater County. Overall, 22% of the people who requested travel information actually visited Sweetwater County accounting for 2,088 converted trips. This means for every dollar spent on advertising there was a return on investment to the local economy of \$11.

She said the Lodging Study shows the majority of the lodging is business related. They are working towards increasing the amount of occupancy among leisure and group travel segments.

She said it is highly important to recognize the front line staff for excelling at customer service in the tourism industry. If any traveler has a bad experience in Sweetwater County they will not come back. She does her best to recognize staff and they do so by the R.E.A.C.H. Awards (Rare and Exceptional Achievement for Customer Service in Hospitality). These have been given out for four years now. Last year the State Office for Tourism implemented the awards. They also provide funding to other communities to provide the same.

Ms. Bartlett said in 2010 there was \$145 million directly spent in Sweetwater County which brought 1,530 local jobs.

The Mayor thanked her for coming and giving the council an update.

CITIZEN REQUESTS AND OTHER COMMUNICATIONS

Mr. Pyles wanted to clarify the new utility line protection program. He said the brochure on the program will be sent out to all of the homeowners at the end of March or early April. This insurance is offered through the Service Lines of America and the National League of Cities. The insurance will cost between four to six dollars a month and will cover the sewer line and water line. The sewer line insurance will cover \$4,000 along with an additional \$4,000 for sidewalk repair and the water line insurance covers \$4,000 along with \$500 for sidewalk cutting. There are no annual caps, so if the line has problems multiple times a year it will be covered.

Council Member McCullough asked if the cost covered both water and sewer lines.

Mr. Pyles said it is for both. The company is going to offer the sewer line program first in the spring and the water line program in the fall.

Council Member Killpack said there would be a 25% discount if citizens make a payment annually. If they choose not to pay annually then it would be a discount of 18%.

Council Member Maes asked how the insurance will work with the privately owned utility. She said she pays for utilities but the house is privately owned property.

Mr. Pyles said he is not sure but he will ask the company.

The Mayor asked who the point of contact with the city is.

Mr. Pyles said if anyone has any questions they can contact him.

COUNCIL ACTION ITEMS

Appointment to the Green River Historic Preservation

Council Member Coppolo moved to confirm the Mayor's appointment of Brigida Blasi to the Green River Historic Preservation Commission. Council Member Maes seconded. Motion carried. (7-0)

Liquor Licenses Renewal

Council Member Smith moved to approve the renewal of the Liquor Licenses as presented for the period from April 1, 2012 through March 31, 2013. Council Member McCullough seconded. Motion carried. (7-0)

Amendment No. 2 for the Child Development Center

Council Member Killpack moved to accept the Contract Amendment No. 002 with Ohlson Lavoie Corporation for the Sweetwater County Child Development Center to reflect a \$5,800 increase to provide low voltage cabling/communications/security systems design. Council Member Coppolo seconded.

Mr. Wilson said this is for a security button at the front door like the ones the schools have. He said it was an over site in the plans and will need to be added.

Council Member Maes asked if there will be an increase in the cost of the building.

Mr. Wilson said yes. The construction costs are 18% higher than originally estimated. He said the costs will be covered in the amount collected from the sixth penny money.

Council Member Smith asked what the total cost will be for the plan design and the equipment.

Mr. Wilson said he would estimate around \$5,800 for the plan design and \$50,000 for the equipment.

Council Member Smith asked if they will be able to keep the cost at \$5.9 million.

Mr. Wilson said he could not give him the final numbers yet, but it looks like it may be closer to \$7 million. The scope of work should have been looked into better and an estimated increase in the construction costs should have been considered too.

Council Member Smith said during the campaign for the 6th penny money it was stated the building would be \$5.9 million, and if it came in higher the project would be scaled back.

Mr. Wilson said the over collection has to be used for the building. He suggested they use the money to build the right building now, and put the rest in for maintenance. He said there is a contingency plan for \$250,000 and that will go away when there is a guaranteed maximum price from Groathouse. He said they have cut the building down to two floors and changed the size of the windows. He is trying everything to scale it down to the best of his ability.

Council Member Smith said he cannot support adding cost for a building that is already one million over what the voters approved.

Mr. Wilson said anyone who would like to look at the plans can come by his office. Council is welcome to attend the bid opening on April 5, 2012.

Council Member Killpack said the bottom line is, the taxes collected are around \$9 million and all of it has to be spent on the building, so as long as the project stays within that it's fine. Council does not have the authority to say how it will or will not be spent.

Mr. Wilson said that is his understanding.

Council Member Maes said she would like to see the numbers after the bids are opened.

Motion carried (6-1) with Council Member Smith voting no.

Bid Award for the 2012 Slurry Seal Project

Council Member Coppolo moved to award the bid to Intermountain Slurry Seal for the bid price of \$135,150 plus the addition of streets not to exceed \$150,000. Council Member McCullough seconded.

Council Member Coppolo asked for clarification.

Mr. Nelson said the intent is to spend all of the money in the line item. They would like to do as many streets as they can within that price.

Council Member McCullough asked how long it prolongs the life of the street after it has been slurry sealed.

Mr. Nelson said around five to seven years.

Motion carried. (7-0)

CONSENT AGENDA

Council Member Maes moved to approve the following consent agenda items. Council Member Coppolo seconded. Motion carried. (7-0)

- Issuance of a catering permit to Ted's Supper Club, pending approval from the Sweetwater County Commissioners, to sell alcoholic beverages for the Potter Reception on Saturday, April 14, 2012, from 7 pm to midnight, at the Island Pavilion
- Minutes for February 14, 2012
- Financial Reports and Payment of Bills:
Prepaid Invoices - \$54,308.63 Outstanding Invoices = \$221,818.85
Pre-authorization Payments = \$755,800.00 Payroll Expenditures = \$346,285.76

CITY ADMINISTRATOR'S REPORT

Mr. Nieters had nothing to report.

CITY ATTORNEY'S REPORT

Mr. West had nothing to report.

MAYOR AND COUNCIL REPORTS

Council Member Smith had nothing to report.

Council Member McCullough congratulated School Districts #1 and #2 for collecting \$86,000 for Make a Wish. He said they are working on the roof at the Island and should be done in a month or so. He congratulated Mr. Ortega on receiving the Key to the City and for serving thirty-one years.

Mr. Wilson said they have until the first part of May to have it completed.

Council Member Coppolo thanked Mr. Ortega and all of the volunteer fire fighters.

Council Member Maes thanked Mr. Ortega also.

Council Member Boan thanked and congratulated Mr. Ortega. He said people need to know how much of an asset the Volunteer Fire Department is to our community.

He said Montana Way Street is in very bad condition and is a safety concern for citizens. He would like to add the street to the list of streets that will be done this year.

The Council supported the street being added to the list.

Council Member Killpack said it says a lot about the Fire Department when a person volunteers for thirty-one years. He said the URA has received four applications for the URA/Main Street Administrator so they will be moving forward. He said the URA will be putting together a small business expo later this month.

The Mayor said the Crystal Classic was very successful. He thanked Mr. Wilson and staff for working hard to put it all together.

He said the city should be very proud of the Green River Fire Department. He commended Chief Kennedy on doing such a good job. He congratulated Mr. Ortega for his years of service.

Council Member Coppolo commended Chief Steffen for doing a good job.

ADJOURN TO EXECUTIVE SESSION

Council Member Boan moved to adjourn to executive session to discuss personnel at 7:59 pm. Council Member McCullough seconded. Motion carried. (7-0)

RECONVENE

Council Member Boan moved to reconvene at 8:38 pm. Council Member Coppolo seconded. Motion carried. (7-0)

COUNCIL ACTION ITEM

City Administrator Recruitment

Council Member Killpack moved to approve the presented Option 1: to have a consultant conduct/coordinate the entire process of recruiting a City Administrator and authorized the Mayor to select a suitable firm to conduct the recruitment. Council Member Coppolo seconded. Motion carried. (7-0)

ADJOURNMENT

Council Member Boan moved to adjourn at 8:45 pm. Council Member Killpack seconded. Motion carried. (7-0)

H. Castillon, Mayor

ATTEST:

Jeffrey V. Nieters, City Clerk