

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, August 15, 2022, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Jeff White, Chairman, Dr. Michelle Aldrich, Ken Esquibel (via Zoom), and Richard Johnson (via Zoom).

AGENDA ITEMS

7. **ORDINANCE – 3rd READING – Amending Ordinance No. 4411 Defining the Terms and Conditions of Employment for sworn officers of the Cheyenne Police Department for Fiscal Year 2022-2023.**

Dr. Aldrich moved to approve on 3rd and final reading, seconded by Mr. Johnson. Dr. Aldrich moved to amend by substitute “Exhibit B” dated August 10, 2022, seconded by Mr. Johnson. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

Chief Mark Francisco, Police Department, provided a staff report and presented a substitute for “Exhibit B”.

14. **ORDINANCE – 2nd READING – Amending Chapter 2.04, Mayor and City Council, within Title 2, Administration and Personnel, and Chapter 12.04, Streets, Sidewalks and Driveways Generally, within Title 12, Streets, Sidewalks and Public Places, of the Municipal Code of the City of Cheyenne, Wyoming, to amend provision governing contract approvals. (SPONSOR – MR. WHITE)**

Dr. Aldrich moved to approve on 2nd reading, seconded by Mr. Esquibel. Motion carried with Dr. Aldrich and Mr. Esquibel voting “YES” and Mr. Johnson voting “NO”.

Tom Cobb, City Engineer, provided a staff report. Committee member Dr. Aldrich commented on the item.

18. **RESOLUTION – Reappropriating the Fiscal Year 2022 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – MR. WHITE)**

Dr. Aldrich moved to adopt, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Robin Lockman, City Treasurer, provided a staff report. Chairman White commented on the item.

19. **RESOLUTION – Designating the use of excess 1% Specific Purpose Sales and Use Taxes collected from the May 2, 2017 Special Election. (SPONSOR – MR. WHITE)**

Dr. Aldrich moved to adopt, seconded by Mr. Esquibel. Motion carried with Dr. Aldrich and Mr. Esquibel voting “YES” and Mr. Johnson voting “NO”.

Robin Lockman, City Treasurer, provided a staff report. Chairman White and committee member Dr. Aldrich commented on the item

20. RESOLUTION – Supporting the Board of Public Utilities’ application to the Wyoming State Loan and Investment Board for a grant from the Water & Sewer ARPA Grant Program for the Water Reclamation Facilities (WRF) Hydraulic Capacity Project (Project) in the amount of \$2,294,000.00 and authorizing the Director of the Board of Public Utilities to execute the application and all related documents. (BOPU Sewer Enterprise Fund & SLIB ARPA Water & Sewer Grant) (SPONSOR – MR. WHITE)

Dr. Aldrich moved to adopt, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Brad Brooks, Board of Public Utilities Director, provided a staff report. Chairman White and committee member Dr. Aldrich commented on the item.

21. RESOLUTION – Supporting the Board of Public Utilities’ application to the Wyoming State Loan and Investment Board for a grant from the Water & Sewer ARPA Grant Program for the North City Zone Improvements Project (Project) in the amount of \$3,927,097.00 and authorizing the Director of the Board of Public Utilities to execute the application and all related documents. (Wyoming Water Development Committee Funding & SLIB ARPA Water & Sewer Grant) (SPONSOR – MR. WHITE)

Dr. Aldrich moved to adopt, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Brad Brooks, Board of Public Utilities Director, provided a staff report. Chairman White and committee member Dr. Aldrich commented on the item.

25. LEASES/CONTRACTS/LEGAL:

- j) Minimum Revenue Guaranteed Payment Agreement between the City of Cheyenne and the Cheyenne Regional Air Service Focus Team (CRAFT). (2021 Specific Purpose Option Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$500,000.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Robin Lockman, City Treasurer, provided a staff report. Wendy Volk, CRAFT President, and Tim Bradshaw, Cheyenne Regional Airport Director, provided additional information. Committee members Dr. Aldrich and Mr. Esquibel commented on the item.

- k) Memorandum of Understanding between the City of Cheyenne, Laramie County, and the Cheyenne Airport Board regarding the transfer of 2021 6th Penny Funds. (1% Specific Purpose Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$823,361.40. Motion died due to lack of a second.

Robin Lockman, City Treasurer, provided a staff report. Tim Bradshaw, Cheyenne Regional Airport Director, provided additional information. Committee member Dr. Aldrich and council member Mr. Laybourn commented on the item.

- l) Memorandum of Understanding between the City of Cheyenne and Laramie County School District Number 1 for the School Resource Officers (SRO) Program. (Revenue to City)

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Chief Mark Francisco, Police Department, provided a staff report. Chairman White and committee member Dr. Aldrich commented on the item.

26. CHANGE ORDERS/CONTRACT MODIFICATIONS:

- a) Contract Modification #2 to Contract #7427 between the City of Cheyenne and Russell+Mills Studios Inc., for the East Cheyenne Community Park Master Site Development Plan. (Specific Purpose Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$36,865.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Jean Vetter, Parks & Greenway Planner, provided a staff report. Committee member Dr. Aldrich commented on the item.

27. CONSIDERATION OF BIDS/PURCHASES/REQUESTS FOR PROPOSALS:

- a) Consideration of Bid #S-1-23 for a contract between the City of Cheyenne and Synergy Construction LLC for the Happy Jack Landfill Electrical Improvements Project. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$355,000.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report.

- b) Consideration of Bid #S-18-22 for a contract between the City of Cheyenne and Johnson Sand & Gravel for the Landfill Tent Structure Demolition Project. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$90,682.38, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report. Council member Mr. Laybourn and committee member Dr. Aldrich commented on the item.

- c) Consideration to Purchase between the City of Cheyenne and Farrwest Environmental Supply, Inc. for a XploIR handheld gas identification system handheld FT-IR spectrometer. (2020 State Homeland Security Program (SHSP) Grant)

Item died due to lack of a motion.

Andrew Dykshorn, Division Chief Fire & Rescue Department, provided a staff report and recommended the item die due to the equipment not being approved for specified grant funding.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:52 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council