

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, September 19, 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, and Richard Johnson (via Zoom).

AGENDA ITEMS

20. RESOLUTION – Reappropriating the Fiscal Year 2023 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. Esquibel. Dr. Aldrich moved to amend by substitute dated September 13, 2022, seconded by Mr. Esquibel. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

Robin Lockman, City Treasurer, provided a staff report and presented a substitute amendment to include changes requested by the Board of Public Utilities. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

22. RESOLUTION – Expressing the will of the Governing Body directing the Mayor to hire a Special Projects Manager to assist the City of Cheyenne in managing and coordinating certain 6th Penny Tax Projects and other City project priorities. (SPONSOR – MR. SEGRAVE)

Dr. Aldrich moved to adopt, seconded by Mr. Esquibel. Dr. Aldrich moved to amend by substitute dated September 6, 2022, seconded by Mr. Esquibel. Amendment carried with Dr. Aldrich and Mr. Esquibel voting “YES” and Mr. Johnson voting “NO”. Main motion, as amended, carried with Dr. Aldrich and Mr. Esquibel voting “YES” and Mr. Johnson voting “NO”.

Ward II Councilman Tom Segrave, and sponsor of the item, provided an overview of the resolution and presented a substitute amendment. Kris Jones, City Clerk, Robin Lockman, City Treasurer, and Jason Sanchez, Community Recreation & Events Director, provided additional information. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

23. RESOLUTION – Expressing the will of the Governing Body to prioritize and adequately fund specified Downtown 6th Penny Tax Maintenance and Improvement Projects. (SPONSORS – DR. ALDRICH, MR. LAYBOURN, MR. ROYBAL, MR. SEGRAVE & MR. WHITE)

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

Jason Sanchez, Community Recreation & Events Director, provided a staff report and Robin Lockman, City Treasurer, provided additional information. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

28. LEASES/CONTRACTS/LLEGAL:

- h) Professional Services Agreement between the City of Cheyenne, Cheyenne Fire & Rescue Department, and TimeClockPlus (TCP), of San Angelo, Texas, for scheduling software. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$31,868.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Division Chief Andrew Dykshorn, Fire & Rescue, provided a staff report. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

- i) Contract between the City of Cheyenne, Cheyenne Police Department, and the Wyoming Department of Transportation for Impaired Driving High Visibility Overtime Enforcement. (Highway Safety Grant)

Dr. Aldrich moved to approve in an amount of \$48,114.25, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Lieutenant Joel Hickerson, Police Department, provided a staff report. Committee member Dr. Aldrich commented on the item.

- j) Contract between the City of Cheyenne, Cheyenne Police Department, and the Wyoming Department of Transportation for Occupant Protection High Visibility Overtime Enforcement. (Highway Safety Grant)

Dr. Aldrich moved to approve in an amount of \$36,530.59, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Lieutenant Joel Hickerson, Police Department, provided a staff report.

- k) Contract between the City of Cheyenne and the Cheyenne Housing Authority to provide supportive senior services. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$50,000.00, seconded by Mr. Esquibel. Motion carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Johnson voting "NO".

Vicki Nemecek, Public Works Director, provided a staff report. Committee member Mr. Johnson commented on the item.

- l) Contract between the City of Cheyenne and Volunteers of American Northern Rockies, Alcohol Receiving Center, to provide alcohol and drug detoxication services. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$136,875.00, seconded by Mr. Esquibel. Motion carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Johnson voting "NO".

Vicki Nemecek, Public Works Director, provided a staff report and Heidi McNeal, Volunteers of America Northern Rockies, provided additional information. Chairman White and all committee members commented on the item.

- m) Contract between the City of Cheyenne and Safe Harbor to provide a safe and secure environment to families who have been affected by abuse. (General Fund)

Dr. Aldrich moved to approve in an amount of \$17,500.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report and Lynn Storey-Huylar, Safe Harbor, provided additional information. Committee members Dr. Aldrich, Mr. Esquibel and Mr. Johnson commented on the item.

- n) Access License Agreement between the City of Cheyenne and Retail Properties C, LLC for ingress and egress access purposes. (General Fund)

Dr. Aldrich moved to approve, seconded by Mr. Esquibel. Dr. Aldrich moved to postpone until the October 10, 2022, meeting of the governing body, seconded by Mr. Esquibel. Motion to postpone carried by unanimous voice vote.

Chief John Kopper, Fire & Rescue, provided a staff report. Charles Bloom, Planning & Development Director and Stefanie Boster, City Attorney, provided additional information. Committee member Dr. Aldrich commented on the item.

29. CHANGE ORDERS/CONTRACT MODIFICATIONS:

- e) Amendment #2 to Contract #5939 between the City of Cheyenne and The Lamar Companies for billboard leases. (Revenue to the City)

Dr. Aldrich moved to approve in an amount of \$1,850.00 annually for a 5-year term, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

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

- f) Contract Modification #1 to Contract #7488 between the City of Cheyenne and MHP, LLP to provide financial and compliance auditing services for the City of Cheyenne and the Cheyenne Board of Public Utilities for fiscal year ending June 30, 2022. (American Rescue Plan Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$10,500.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Robin Lockman, City Treasurer, provided a staff report and Stephanie Pickering, MHP LLP, was available for questions. Committee member Dr. Aldrich commented on the item.

- g) Contract Modification #1 to Contract #7504 between the City of Cheyenne and FCI Constructors of Wyoming LLC for the Emergency Response Facilities Guaranteed Maximum Price (GMP). (2021 Specific Purpose Option Tax Fund and 2017 Specific Purpose Option Tax Fund Overages)

Dr. Aldrich moved to approve in an amount not to exceed \$20,497,716.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Chief John Kopper, Fire & Rescue Department, provided a staff report. Chairman White and committee member Dr. Aldrich commented on the item.

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

- a) Consideration to purchase between the City of Cheyenne and Econolite, for four (4) traffic controller cabinets for the City of Cheyenne Traffic Division. (2019-2022 Optional 1% Sales Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$38,700.00, seconded by Mr. Esquibel. Motion carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Johnson voting "NO".

Vicki Nemecek, Public Works Director, provided a staff report and TJ Barttelbort, Purchasing Manager, provided additional information. Committee member Mr. Johnson commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:07 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council