

## **FINANCE COMMITTEE MINUTES**

A meeting of the Finance Committee was held on Monday, February 6, 2023, 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 Scott Roybal.

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### **AGENDA ITEMS**

Mr. Roybal moved to suspend the rules to allow for items #19 and #23(a) to the beginning of the agenda, seconded by Dr. Aldrich. Motion carried by unanimous voice vote.

19. RESOLUTION – Authorizing the submission of an application to the State Loan and Investment Board for a grant through the Local Government Project ARPA grant program on behalf of the Governing Body for the City of Cheyenne for the purpose of providing critically needed flood control at East Dell Range Boulevard and Van Buren Avenue. (SPONSOR – MR. WHITE)

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

Tom Cobb, City Engineer, provided a staff report and committee member Roybal commented on the item.

23. OTHER ITEMS FOR THE AGENDA:

- a) RESOLUTION - Supporting the Board of Public Utilities' application to the Wyoming State Loan and Investment Board for a Local Government Project ARPA grant for the Water Reclamation Facilities Hydraulic Capacity Project in the amount of \$1,984,000.00 and authorizing the Director of the Board of Public Utilities to execute the application and all related documents. (SPONSOR – MR. WHITE)

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

Frank Strong, Board of Public Utilities Engineer and Water Resources Manager, provided a staff report and committee member Roybal commented on the item.

Chairman White requested a motion to recess the Finance Committee. Mr. Roybal moved to recess the Finance Committee for the purpose of going into a Special Meeting of the governing body, seconded by Dr. Aldrich. Motion carried by unanimous voice vote. The Finance Committee recessed at 12:09 p.m.

The Finance Committee meeting was reconvened at 12:14 p.m. following a Special Meeting of the Governing Body to approve items #19 and #23(a) due to the time sensitive nature of the resolutions supporting grant applications.

16. 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)

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

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

20. LEASES/CONTRACTS/LEGAL:

- f) Real Estate Purchase Agreement between Keizer Inc. and the City of Cheyenne for the purchase of real property generally located south of Atlantic Drive, between Cottonwood Drive and Centennial Drive and north of the Union Pacific Railroad, Laramie County, consisting of approximately 4.01 acres, more or less. (2021 Specific Purpose Option Tax Fund)

Mr. Esquibel moved to approve in an amount not to exceed \$168,000.00, seconded by Mr. Roybal. Motion carried with Mr. Esquibel and Mr. Roybal voting “YES” and Dr. Aldrich voting “NO”.

Charles Bloom, Planning & Development Department Director, provided a staff report and committee member Aldrich commented on the item.

- g) Professional Services Agreement between the City of Cheyenne and Trihydro Corporation for the Landfill Methane Mitigation Work Plan Implementation. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$56,213.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Samuele, Quattrini, Landfill Manager, provided a staff report and committee member Aldrich commented on the item.

21. CONTRACT MODIFICATIONS:

- a) Contract Modification #1 to Contract #7590-Owner and Design-Builder Agreement between the City of Cheyenne and FCI Constructors of Wyoming, LLC, for finishing the Cheyenne Public Safety Center. (2012 & 2017 Specific Purpose Option Tax Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$2,148,310.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

TJ Barttelbort, Purchasing Manager, provided a staff report and John Flanagan, FCI Constructors of Wyoming, LLC, provided additional information. Committee members Aldrich and Roybal commented on the item.

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

- b) Consideration of Bid #E-11-23 for fifty (50) trash receptacles for the City of Cheyenne, Community Recreation & Events Department. (2021 Specific Purpose Option Tax Fund)

Dr. Aldrich moved to accept the bid from Conserv Flag Company, Sidney, NE, in an amount of \$58,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report. Committee members Esquibel and Roybal commented on the item.

- c) Consideration of Bid #S-3-23 for an agreement between the City of Cheyenne and Pole Mountain Electric, Inc. for the 17<sup>th</sup> Street Lighting Improvements Phase II Project. (2017 Specific Purpose Option Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$476,989.38, seconded by Mr. Roybal. Dr. Aldrich moved to amend to fund the balance on the project from the 2021 Specific Purpose Option Tax Fund for Downtown Projects, seconded by Mr. Esquibel. Motion to amend carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Roybal voting "NO". Main motion, as amended, carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and Robin Lockman, City Treasurer, provided additional information. Chairman White and committee members Aldrich and Roybal commented on the item.

- d) Consideration of Bid #S-10-23 for an agreement between the City of Cheyenne and JTL Group, Inc., d/b/a Knife River for 2023 City Overlay Part #1. (2019-2022 Optional 1% Sales Tax Fund and 2017 Specific Purpose Option Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$2,098,178.40, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report and committee member Roybal commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:48 p.m.

Submitted by,

A handwritten signature in black ink, reading "J. McClelland". The signature is written in a cursive style with a large, prominent initial "J" and "M".

Jennifer McClelland

Executive Assistant to the City Council