

## FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, October 16, 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 (via Zoom), Ken Esquibel, and Scott Roybal.

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### AGENDA ITEMS

9. ORDINANCE –3<sup>rd</sup> READING – Creating Section 12.04.240, Mobile Storage Containers on Public Right-of-Way; Permit Required, of Chapter 12.04, Streets, Sidewalks and Driveways Generally, of Title 12, Streets, Sidewalks and Public Places, of the Municipal Code of the City of Cheyenne, Wyoming and making a conforming amendment as specified.

Mr. Roybal moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Esquibel. Dr. Aldrich moved to amend section 12.04.240(B) to replace “ten (10) business days” with “three (3) business days”, seconded by Mr. Esquibel. Motion to amend failed by unanimous voice vote. Mr. Roybal moved to postpone until the November 13, 2023, meeting of the governing body, seconded by Mr. Esquibel. Motion to postpone carried by unanimous voice vote.

John Brodie, Deputy City Attorney, provided a staff report and Tom Cobb, City Engineer, provided additional information. Upon inquiry, Vicki Nemecek, Public Works Director, provided information and committee members Aldrich, Esquibel, and Roybal commented on the item.

15. RESOLUTION – Requiring the study and submittal of a report to the Governing Body analyzing the best avenue for transitioning the Downtown Parking Program to a contract or a professional services model. (SPONSOR – MR. SEGRAVE)

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

Ward II Councilman Tom Segrave, and sponsor of the item, provided information related to the proposed resolution. John Brodie, Deputy City Attorney, provided additional information and Chairman White and committee members Aldrich and Esquibel commented on the item. Ward I Councilman Pete Laybourn also commented on the item.

17. LEASES/CONTRACTS/LEGAL:

- f) Grant Award Agreement between the City of Cheyenne, Cheyenne Fire Rescue Department, and the Wyoming Office of Homeland Security, FEMA, Grant Programs Directorate, SHSP Grant Fiscal Year 2021 in the amount of \$50,414.78 for the Cheyenne Fire Rescue Regional Emergency Response Team 7 (RERT7). (Revenue to the City)

Mr. Esquibel moved to approve, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Deputy Chief Andrew Dykshorn, Fire & Rescue Department, provided a staff report.

- g) Memorandum of Understanding between the City of Cheyenne and the Saddle Ridge Homeowners' Association c/o WJE, LLC for the city to accept ownership of Lot 11, Block 3, Saddle Ridge 16<sup>th</sup> Filing and Tracts 1, 2 and 3 of Saddle Ridge 18<sup>th</sup> Filing and to outline the design, construction and maintenance responsibilities for the areas. (Community Facility Fees)

Mr. Roybal moved to approve in an amount not to exceed \$75,600.00, seconded by Mr. Esquibel. Motion carried with Mr. Esquibel and Mr. Roybal voting "YES" and Dr. Aldrich voting "NO".

Jean Vetter, Parks & Greenway Planner, provided a staff report. John Edwards, WJE, LLC, and Tom Cobb, City Engineer, provided additional information. Chairman White and committee members Aldrich, Esquibel and Roybal commented on the item. Public comment was made by Vicki Nemecek.

#### 18. CONSIDERATION OF BIDS/PURCHASES/REQUESTS FOR PROPOSALS:

- e) Consideration of Bid #E-4-24 for furnishing sixteen (16) new 4 door 2023/2024 model utility police interceptors (SUV) for the Cheyenne Police Department. (2019-2022 Optional 1% Sales Tax Fund and Insurance Proceeds)

Mr. Roybal moved to accept the bid from Ken Garff Cheyenne, Cheyenne, WY, in an amount not to exceed \$1,465,020.65, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Lieutenant Joel Hickerson, Police Department, provided a staff report and TJ Barttelbort, Purchasing Manager, provided additional information. Committee members Aldrich, Esquibel and Roybal commented on the item.

- f) Consideration of Bid #E-5-24 for furnishing one (1) new 2023-2024 motorized articulated trash compactor for the City of Cheyenne Landfill. (Solid Waste Fund)

Mr. Esquibel moved to accept the bid from Wyoming Machinery Company, Cheyenne, WY, in an amount not to exceed \$1,040,757.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report.

OTHER ITEMS FOR THE AGENDA:

Contract Modification #1 to Contract #7814 between the City of Cheyenne and the Wyoming Department of Transportation for the Amended and Restated Cooperative Agreement for Project ARSCT N561 A02, US 30/Pershing Blvd. to Christensen Road, Cheyenne Streets, Laramie County. (2023-2026 Optional 1% Sales Tax Fund, 2017 & 2021 Specific Purpose Option Tax Fund and WYDOT Federal Enhancement funds)

Mr. Esquibel moved to approve in an amount not to exceed \$758,206.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, 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 1:18 p.m.

Submitted by,



Jennifer McClelland  
Executive Assistant to the City Council