

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, November 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.

AGENDA ITEMS

7. ORDINANCE --3rd 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. (POSTPONED FROM OCTOBER 23,2023)

Dr. Aldrich moved to approve on 3rd and final reading, seconded by Mr. Esquibel. Dr. Aldrich moved to postpone until the November 27, 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.

14. RESOLUTION – To adopt the Certificate of Canvass and Declaration of Results of the Canvassing Board for the Cheyenne Downtown Development Authority District Special Election held October 18, 2023. (SPONSOR – MR. WHITE)

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

Kris Jones, City Clerk, provided a staff report and Chairman White thanked staff for their work on the election.

19. RESOLUTION – Authorizing the Mayor to Execute a Settlement Agreement with WJE, LLC to resolve the April 6, 2023 Notice of Governmental Claim regarding an alleged taking of real property in Saddle Ridge adjacent to Christensen Road. (SPONSOR – MR. WHITE)

Dr. Aldrich moved to adopt, seconded by Mr. Esquibel. Dr. Aldrich moved to postpone until the November 27, 2023, meeting of the governing body, seconded by Mr. Esquibel. Motion to postpone carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and requested a postponement at the request of the City Attorney.

20. LEASES/CONTRACTS/LEGAL:

- e) Subgrantee Agreement between the City of Cheyenne and Laramie County for the FY 2023 Byrne Justice Assistance Grant to assist with community policing efforts. (BJA FY23 Edward Byrne Memorial Justice Assistance Grant Program)

Dr. Aldrich moved to approve in an amount not to exceed \$57,998.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Lieutenant Joel Hickerson, Police Department, provided a staff report and committee members Aldrich and Roybal commented on the item.

- f) Agreement between the City of Cheyenne and WYDOT for a Wyoming Rural Public Transportation grant to assist in providing a local match for operating funds for the Transit Program for FY 2024. (Revenue to the City)

Dr. Aldrich moved to approve in an amount not to exceed \$300,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Rena Jording, Transit Director, provided a staff report and committee member Aldrich commented on the item.

- g) Agreement between the City of Cheyenne and the Wyoming Department of Health, Aging Division, to provide support services to persons 60 years or older under the Title III-B program grant for FY 2024. (III-B Division on Aging Grant)

Dr. Aldrich moved to approve in an amount not to exceed \$116,677.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Rena Jording, Transit Director, provided a staff report.

21. CONTRACT MODIFICATIONS:

- b) Contract Modification #2 to Contract #6786 between the City of Cheyenne and Novo Benefits, LLC, to extend the term of the agreement for an additional (3) year period. (Self Insurance Fund)

Dr. Aldrich moved to approve in an amount of \$6,330.58, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Darrin Hass, Human Resources Director, provided a staff report and Robin Lockman, City Treasurer, provided additional information. Committee members Aldrich and Roybal commented on the item.

- c) Contract Modification #2 to Contract #7618 between the City of Cheyenne and T-O Engineers for the Transit Facility Site Plan. (2019-2022 Optional 1% Sales Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$15,100.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Rena Jording, Transit Director, provided a staff report. Vicki Nemecek, Public Works Director, and Tom Cobb, City Engineer, provided additional information. Josh Morris, T-O Engineers, provided information related to the proposed modification. Chairman White and committee member Aldrich commented on the item.

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

- c) Consideration of Bid #S-5-24 for an Agreement between the City of Cheyenne and Arena Products and Services for the City of Cheyenne Ice and Events Center Evaporative Condenser Replacement Project. (Ice and Events Center Fund)

Dr. Aldrich moved to accept the bid in an amount not to exceed \$106,153.15, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report and Jeff Gillotti, Ice & Events Center Manager, provided additional information. TJ Barttelbort, Purchasing Manager, provided information related to the bidding process. Committee members Aldrich and Esquibel commented on the item. Public comment was made by Michael White.

- d) Consideration of Bid #S-4-24 for an Agreement between the City of Cheyenne and Built Right LLC for the Cheyenne Kiwanis Community House Roof Replacement Project. (General Fund Reserve & American Rescue Plan Federal Recovery Funds)

Dr. Aldrich moved to accept the bid in an amount not to exceed \$179,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report. Chairman White and committee member Aldrich commented on the item.

- e) Consideration to Purchase between the City of Cheyenne and Advanced Comfort Solutions for the purchase and installation of Fire Station Vehicle Exhaust Systems. (General Fund & 2019-2022 Optional 1% Sales Tax Fund)

Dr. Aldrich moved to accept the bid in an amount not to exceed \$372,274.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Chief John Kopper, Fire & Rescue Department, provided a staff report. Committee members Aldrich, Esquibel and Roybal commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:40 p.m.

Submitted by,

A handwritten signature in cursive script that reads "J. McClelland".

Jennifer McClelland
Executive Assistant to the City Council