

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, October 7, 2024, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Dr. Michelle Aldrich, Chairwoman; Bryan Cook; Richard Johnson; and Jeff White (via Zoom).

AGENDA ITEMS

10. RESOLUTION – Re-appropriating the Fiscal Year 2024 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – DR. ALDRICH)

Mr. Johnson declared a conflict prior to discussion of item #10 and excused himself from the room for the discussion and vote on the item.

Mr. Cook moved to adopt, seconded by Mr. White. Motion carried by unanimous voice vote.

Robin Lockman, City Treasurer, provided a staff report.

11. RESOLUTION – Re-appropriating the Fiscal Year 2025 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – DR. ALDRICH)

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

Robin Lockman, City Treasurer, provided a staff report.

14. LEASES/CONTRACTS/LEGAL:

- a) Memorandum of Understanding between the City of Cheyenne and the Downtown Development Authority to coordinate repair of sidewalks identified as trip hazards. (2022-2026 Optional 1% Sales Tax Fund)

Mr. Johnson moved to approve in an amount not to exceed \$100,000.00, seconded by Mr. White. Motion carried by unanimous voice vote.

Irene Parsons, Downtown Development Authority/Main Street Manager, provided a staff report and Tom Cobb, City Engineer, provided additional information. Chairwoman Aldrich and committee members Cook and Johnson commented on the item.

15. CONTRACT MODIFICATIONS:

- c) Contract Modification #1 to Contract #7829 between the City of Cheyenne and GBP, LLC to extend the lease agreement for up to an additional 12 months for the property located at 6825 Faith Drive. (Recreation Fund)

Mr. Johnson moved to approve in an amount not to exceed \$16,100.00 per month, seconded by both Mr. Cook. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report and committee member Johnson commented on the item.

- d) Contract Modification #1 to Contract #7989 between the City of Cheyenne and William H. Smith and Associates for design services addressing one additional alleyway for the Cheyenne Three Alleyway Project. (2021 Specific Purpose Option Tax Fund)

Mr. Johnson moved to approve in an amount not to exceed \$39,639.67, seconded by Mr. White. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and Vicki Nemecek, Public Works Director, provided additional information. Chairwoman Aldrich and committee member Johnson commented on the item. Ward I City Councilman, Pete Laybourn, also commented on the item.

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

- e) Consideration of Bid #E-11-24 for two (2) trucks for the City of Cheyenne, Weed & Pest Division. (Weed & Pest Fund)

Mr. Johnson moved to accept the bid from Ken Garff Cheyenne, Cheyenne, Wyoming, in an amount not to exceed \$86,514.00, seconded by Mr. White. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report.

- f) Consideration of Bid #E-3-25 for four (4) trucks (mid-size, regular cab, crew cab) for the City of Cheyenne, Cheyenne Fire Rescue Department. (2019-2022 & 2023-2026 Optional 1% Sales Tax Fund)

Mr. Johnson moved to accept the bid from Ken Garff Cheyenne, Cheyenne, Wyoming, in an amount not to exceed \$324,622.00, seconded by Mr. Cook. Motion carried by unanimous voice vote.

Lieutenant Neil Durante, Fire & Rescue Department, provided a staff report and Chairwoman Aldrich commented on the item.

- g) Consideration of Bid #E-2-25 for ten (10) new four-door 2024/2025 Model Utility Police Interceptors for the City of Cheyenne, Cheyenne Police Department. (2019-2022 & 2023-2026 Optional 1% Sales Tax Fund)

Mr. Johnson moved to accept the bid from Dana Supply, Livingston, Montana, in an amount not to exceed \$703,288.39, seconded by Mr. Cook. Motion carried by unanimous voice vote.

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

- h) Consideration of Bid #S-5-25 for an Agreement between the City of Cheyenne and S & S Builders, LLC for the Pronghorn Crossing Site Infrastructure Project. (American Rescue Plan Federal Recovery Funds & other funding to be determined)

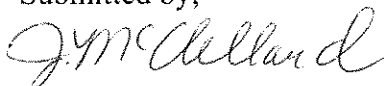
Mr. White excused himself from the meeting at 12:44 p.m., during discussion of item #16(h) and did not vote on the item, due to a previously scheduled work engagement.

Mr. Johnson moved to accept the bid in an amount not to exceed \$2,039,808.00 with \$1,742,318.00 from ARPA Funds and \$297,490.00 from the 2021 6th Penny Large Project Fund, seconded by Mr. Cook. Motion carried by unanimous voice vote.

Paul Bellotti, City Project Manager, provided a staff report and Doug Klahn, Construction Manager, provided additional information related to the expenses of the project. Mayor Patrick Collins; Amber Ash, Mayor's Chief of Staff; TJ Barttelbort, Purchasing Manager; Tom Cobb, City Engineer; and Renee Smith, Economic Resource Administrator, provided information related to the additional funding mechanism to be used for the project noting that ultimately Habitat for Humanity of Laramie County would be responsible for any expenses beyond the grant funding. Dan Dorsch, Habitat for Humanity Executive Director, provided additional information and advised a memorandum of understanding would be executed regarding the grant funding and expenses beyond that of the grant funding.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:58 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council