

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Tuesday, June 17, 2025, in Council Chambers and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Pete Laybourn, Chairman; Ken Esquibel; Mark Moody; and Scott Roybal.

AGENDA ITEMS

21. RESOLUTION – Directing the City of Cheyenne to list the Cheyenne Auxiliary Pumping Station located at 1504 Dillon Avenue, Cheyenne, Wyoming for sale to the public as specified. (SPONSORS – DR. ALDRICH, MR. ESQUIBEL AND MR. MOODY)

Mr. Moody moved to adopt, seconded by Mr. Esquibel. Motion carried with Mr. Esquibel and Mr. Moody voting “YES” and Mr. Roybal voting “NO.”

Ward III Councilwoman Dr. Michelle Aldrich, and co-sponsor of the item, provided a brief history and identified the challenges that exist with the renovation of the property. David Hopkinson, Deputy City Attorney, provided additional information related to steps the City would take to surplus the property. John Brodie, City Attorney, provided information related to options such as leasing the property and placing conditions on the sale of the property. Chairman Laybourn and all committee members commented on the item. Public comments were made by Randy Byers, TDSi the Design Studio, Inc.; Milward Simpson, Historic Preservation Board Chairman; Marian Kalles and Stephanie Lowe, Historic Cheyenne Inc.

22. LEASES/CONTRACTS/LEGAL:

- g) Minimum Revenue Guaranteed Payment Agreement between the City of Cheyenne and the Cheyenne Regional Air Service Focus Team (CRAFT) for the fiscal year ending June 30, 2026. (2021 Specific Purpose Option Tax)

Mr. Roybal moved to approve in an amount not to exceed \$253,572.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

Brenda Moureaux, Deputy City Treasurer, provided a staff report and Wendy Volk, CRAFT Chairwoman, provided additional information including a brief history of the program. Committee members Moody and Roybal commented on the item.

- h) Industrial and Economic Development Services Agreement between the City of Cheyenne and the Cheyenne/Laramie County Corporation for Economic Development (LEADS) for the period of July 1, 2025 to June 30, 2026. (General Fund)

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

Brenda Moureaux, Deputy City Treasurer, provided a staff report and Betsey Hale, Cheyenne LEADS CEO, provided additional information including the City's return on investment.

- i) Professional Services Agreement between the City of Cheyenne and HDR Engineering, Inc., for the 18th Street Reconstruction Project. (2023-2026 Optional 1% Sales Tax Fund, FEMA HMGP Grant and BOPU Funds)

Mr. Roybal moved to approve in an amount not to exceed \$1,100,562.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

Wes Bay, City Drainage Engineer, provided a staff report and Todd Mattson, HDR Engineering, Inc., was available for questions. Chairman Laybourn and committee members Esquibel and Roybal commented on the item.

- j) Right-of-Way License Agreement between the City of Cheyenne and Volunteers of America Northern Rockies for connection of a storm sewer pipe from the onsite detention pond to the storm sewer network in Seymour Avenue near East 25th Street.

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

Erin Gates, Staff Engineer, provided a staff report and committee member Roybal commented on the item.

- k) Memorandum of Understanding between the City of Cheyenne and Cheyenne Frontier Days, Inc. for the use of city-owned land and buildings for parking, camping and other activities during the 2025 Cheyenne Frontier Days Celebration. (Revenue to the City)

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

Jason Sanchez, Community Recreation & Events Director, provided a staff report and Tom Hirsig, Cheyenne Frontier Days CEO, was available for questions.

- l) Agreement between the City of Cheyenne and Laramie County for Animal Control Services. (Revenue to the City)

Mr. Roybal moved to approve in an amount of \$156,850.00, seconded by Mr. Moody. Motion failed with Mr. Esquibel and Mr. Moody voting "NO" and Mr. Roybal voting "YES."

Brenda Moureaux, Deputy City Treasurer, advised this is an annual contract with Laramie County. All committee members commented on the item.

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

- b) Consideration of Bid #E-19-25 for furnishing Mid-Size SUVs and a Full-Size SUV for the City of Cheyenne, Solid Waste and Fleet Pool. (2023-2026 Optional 1% Sales Tax Fund and Solid Waste Fund)

Mr. Moody moved to accept the bid from Fremont Motor Company, Lander, Wyoming, in an amount not to exceed \$141,587.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

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

- c) Consideration of Bid #E-20-25 for furnishing five (5) new Snow Plows for the City of Cheyenne, Street & Alley Division. (2019-2022 Optional 1% Sales Tax Fund)

Mr. Moody moved to accept the bid from Fremont Ameri-Tech Equipment Co., Evansville, Wyoming, in an amount not to exceed \$216,887.50, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report and TJ Barttelbort, Purchasing Manager, provided additional information. Committee member Roybal commented on the item.

- d) Consideration of Bid #E-21-25 for an Agreement between the City of Cheyenne and Kleen-Tech Services, LLC, for Janitorial Services for the City of Cheyenne – Cheyenne Public Safety Center. (General Fund)

Mr. Esquibel moved to accept the bid in an amount not to exceed \$266,054.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

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

- e) Consideration of Bid #E-21-25 for an Agreement between the City of Cheyenne and Kleen-Tech Services, LLC, for Janitorial Services for the City of Cheyenne – Cheyenne Municipal Building. (General Fund)

Mr. Esquibel moved to accept the bid in an amount not to exceed \$261,071.40, seconded by Mr. Moody. Motion carried by unanimous voice vote.

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

- f) Consideration of Bid #E-21-25 for an Agreement between the City of Cheyenne and ABM Industry Groups, LLC, for Janitorial Services for the City of Cheyenne – Cheyenne Municipal Court. (General Fund)

Mr. Esquibel moved to accept the bid in an amount not to exceed \$91,926.72, seconded by Mr. Moody. Motion carried by unanimous voice vote.

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

- g) Consideration of Bid #E-22-25 for furnishing an Automatic Tarping Machine for the City of Cheyenne Landfill. (Solid Waste Fund)

Mr. Roybal moved to accept the bid from Tarpomatic Inc., Canton, Ohio, in an amount not to exceed \$93,060.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

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

- h) Consideration of Bid #S-24-25 for an Agreement between the City of Cheyenne and Climate Control LLC, for HVAC and Mechanical Systems Maintenance. (2019-2022 Optional 1% Sales Tax Fund, Civic Center Fund, Fleet Maintenance Fund, General Fund, Solid Waste Fund, Ice and Events Center Fund and Recreation Fund)

Mr. Moody moved to accept the bid in an amount not to exceed \$1,446,167.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report. Committee members Moody and Roybal commented on the item.

- i) Consideration of Bid #S-25-25 for an Agreement between the City of Cheyenne and Pro Coatings, Inc., for the Spiker Garage Interior Painting Project. (2021 Specific Purpose Option Tax Fund)

Mr. Moody moved to accept the bid in an amount not to exceed \$253,527.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report. Chairman Laybourn and committee members Esquibel and Moody commented on the item.

27. OTHER BUSINESS:

- a) Combined Water and Wastewater Agreement between the City of Cheyenne, Cheyenne Board of Public Utilities and South Cheyenne Water and Sewer District.

Brad Brooks, Board of Public Utilities Director, provided a staff report and reviewed details of the agreement. Chairman Laybourn and committee members Esquibel and Roybal commented on the item.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:28 p.m.

Submitted by,

A handwritten signature in cursive script, appearing to read "J. McClelland".

Jennifer McClelland

Executive Assistant to the Cheyenne City Council