

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, July 20, 2020 via an Electronic meeting, starting at 11:00 A.M. Those in attendance were as follows:

COMMITTEE MEMBERS: Mike Luna, Chairman; Ken Esquibel, Pete Laybourn and Jeff White.

CITY STAFF: Charles Bloom, Planning & Development Director; Robin Lockman, City Treasurer; Eric Fountain, Mayor's Chief of Staff; TJ Barttelbort, Purchasing Manager; Kris Jones, City Clerk; Vicki Nemecek, Public Works Director; Byron Matthews, Fire and Rescue Department; Captain Nate Buseck, Police Department; Darrin Hass, Human Resources Director; Joe Chenchar, Assistant City Attorney; Mike O'Donnell, City Attorney; Mary Salas, Administrative Assistant to the City Council; Alessandra McCoy-Fakelman, Deputy City Attorney; Steve Gaer, Facilities Manager; Tom Cobb, City Engineer; and Tyler Nelson, IT Administrator.

OTHERS PRESENT: Boyd Wiggam; William Wheatley; Jordan Evans, Cheyenne/Laramie County GIS Cooperative Coordinator; and Margaret Austin, Wyoming Tribune Eagle.

AGENDA ITEMS

10. **ORDINANCE – 3rd READING –** Defining the terms and conditions of employment for non-uniformed employees of the City for Cheyenne for Fiscal Year 2020-2021.

Mr. Laybourn moved to approve on 3rd and Final Reading, seconded by Mr. White. Motion carried by unanimous voice vote.

DISCUSSION: Darrin Hass, Human Resources Director, provided a staff report and advised removal of longevity pay is the only change to this annual contract.

11. **ORDINANCE – 3rd READING –** Defining the terms and conditions of employment for sworn officers of the Cheyenne Police Department for Fiscal Year 2020-2021.

Mr. White moved to approve on 3rd and Final Reading, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

DISCUSSION: Captain Nate Buseck, Police Department, provided a staff report and advised no changes to this annual contract have been made since approval on 2nd reading at the July 27, 2020 meeting of the Governing Body. Upon inquiry, Mike O'Donnell, City Attorney, advised that at this time, CARES Act funds cannot be used to replace revenue and that there has been no discussion to restore longevity pay.

18. RESOLUTION – Authorizing the submission of an application by the City of Cheyenne for federal funding through the Transportation Alternatives Program administered by the Wyoming Department of Transportation for the purpose of constructing a multi-use path underpass for pedestrians and bicycles on College Drive connecting the Laramie County Community College Campus and the Sweetgrass Development. (Specific Purpose Sales Tax) (SPONSOR – MR. LUNA)

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

DISCUSSION: Tom Cobb, City Engineer, provided a staff report and advised this public and private partnership that allows for a grant to assist in the construction of a multi-use path and upon inquiry, advised the project will be matched with Specific Purpose Sales Tax.

19. RESOLUTION – Authorizing the Cheyenne Police Department to apply for the BJA FY20 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. (SPONSOR – MR. LAYBOURN)

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

DISCUSSION: Captain Nate Buseck, Police Department, provided a staff report and advised this annual grant will provide digital storage capacity for the officer body camera program and will supplement the Operation Change Program which provides for officers to patrol the downtown area on foot and bicycle. Mr. Laybourn expressed support for both programs and noted that Operation Change adds a presence to the downtown area.

21. LEASES/CONTRACTS/LEGAL:

- b) Memorandum of Understanding by and between Laramie County, the City of Cheyenne, the Cheyenne Board of Public Utilities, the Cheyenne/Laramie County Board of Health and the Cheyenne Regional Airport Board regarding management of the ESRI Enterprise Agreement.

Mr. White moved to approve in an amount not to exceed \$82,800.00, seconded by Mr. Laybourn. Motion carried by unanimous voice vote.

DISCUSSION: Jordan Evans, Cheyenne/Laramie County GIS Cooperative Coordinator, advised the 3-year renewal agreement is to provide mapping services and proportionally splits the cost between the stated parties. Upon inquiry, Mr. Evans explained the ESRI acronym stands for Environmental Systems Research Institute.

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

- b) Consideration of Bid #S-15-20 for a contract between the City of Cheyenne and Inman Roofing, Inc., for the Aquatics Center Roof Replacement project. (General Fund)

Mr. White moved to approve in an amount not to exceed \$182,628.00 from Inman Roofing, Inc Cheyenne, WY, seconded by Mr. Laybourn. Motion carried by unanimous voice vote.

DISCUSSION: Steve Gaer, Facilities Manager, provided a staff report and advised the replacement roof is for the original portion of the aquatics center. Upon inquiry, Mr. Gaer explained during renovation of the facility 6-years ago, the original building's roof was not replaced.

- c) Consideration of Bid #S-15-20 for a contract between the City of Cheyenne and Front Range Roofing Systems, LLC, for the Fleet Maintenance Facility and Parks Maintenance Facility Roof Replacements project. (General Fund)

Mr. White moved to approve in an amount not to exceed \$460,020.00 from Front Range Roofing Systems LLC, Greeley, Colorado, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

DISCUSSION: Steve Gaer, Facilities Manager, provided a staff report and advised the contact will replace the roof at the Fleet Maintenance and Parks Facilities will contain a rubber membrane to provide protection against hail. Upon inquiry, Mr. Gaer explained insurance funds are not available for this project and reported funding for the project will come from the General Fund.

23. APPLICATIONS/LICENSES/PERMITS:


- a) Request to expand retail liquor license package store dimensions for Avanti, Inc. d/b/a Dell Range Liquor, 3806 Dell Range Blvd.

Mr. White moved to approve, seconded by Mr. Esquibel. Mr. Laybourn moved to postpone until August 21, 2020, seconded by Mr. White. Motion to postpone carried by unanimous voice vote.

DISCUSSION: Kris Jones, City Clerk, advised a postponement is being requested to August 24, 2020 meeting of the Governing Body to allow for the Conditional Use approval process to be considered by the Board of Adjustment.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 11:27 A.M.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council