

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, October 5, 2020 via an Electronic meeting, starting at 11:00 A.M. Those in attendance were as follows:

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

CITY STAFF: Charles Bloom, Planning & Development Director; Robin Lockman, City Treasurer; Teresa Moore, Community Recreation & Events Director; TJ Barttelbort, Purchasing Manager; Kris Jones, City Clerk; Alessandra McCoy-Fakelman, Deputy City Attorney; Jason Sanchez, Community Recreation & Events Deputy Director; Tom Mason, Metropolitan Planning Organization (MPO) Director; Joe Chenchar, Assistant City Attorney; Tom Cobb, City Engineer; Wes Bay, Deputy City Engineer; Michael O'Donnell, City Attorney; Vicki Nemecek, Public Works Director; Ranae Jording, Transit Director; Brenda Moureaux, Deputy City Treasurer; Deanne Widauf, Housing & Community Development Program Manager; and Byron Mathews, Fire & Rescue Department.

OTHERS PRESENT: Margaret Austin, Wyoming Tribune Eagle.

AGENDA ITEMS

14. RESOLUTION – Amending Resolution #6058, the City of Cheyenne Comprehensive Consolidated Plan 2020-2024 and 2020 Annual Action Plan, prepared by the Cheyenne Housing and Community Development Office. (SPONSOR – MIKE LUNA)

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

DISCUSSION: Deanne Widauf, Housing & Community Development Program Manager, provided a staff report and advised they received additional CARES Act funding which requires an amendment to the adopted resolution as well as an amended citizen participation plan. Ms. Widauf reviewed the projects, entities and the funds to be distributed including: Climb Wyoming, Family Promise Beyond Shelter, Comea House, Public Facility Construction/Rehabilitation and Program Administration. Mr. Laybourn thanked Ms. Widauf for her work and recognized the importance of this funding for the community.

18. LEASES/CONTRACTS/LEGAL:

- c) Agreement between the Wyoming Department of Transportation (WYDOT) and the City of Cheyenne Transit Program, to provide operating assistance in the amount of \$198,533.00 for Fiscal Year 2021. (Revenue to City)

Mr. Laybourn moved to approve in an amount not to exceed 198,533.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

DISCUSSION: Ranae Jording, Transit Director, provided a staff report and advised the funding will provide for free services by the transit program and does not require a match by the City. Upon inquiry, Ms. Jording reported Curb to Curb service is currently offered by the program which is free of charge as a result of previously approved CARES funding. Ms. Jording advised on future service and cost of the program as COVID restrictions are lifted.

- d) Agreement between 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 Fiscal Year 2021. (Revenue to City)

Mr. Laybourn moved to approve in an amount not to exceed \$72,456.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

DISCUSSION: Ranae Jording, Transit Director, provided a staff report and advised the funding will allow for senior citizens to continue to ride for free following the use of CARES funding being used in its entirety but would require matching funds from the City.

- e) A 0.008 Acre permanent and exclusive easement to construct, maintain, operate, remove, and replace a power line for the Christensen Road bridge and roadway lighting on property owned by Virginia Bowers within Laramie County, Wyoming. (2017 Specific Purpose Option Tax)

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

DISCUSSION: Tom Cobb, City Engineer, provided a staff report and advised the proposed easement was not accounted for in the original design and will serve as the service point for lighting on the bridge.

- f) A 0.053 Acre permanent and exclusive easement to construct, maintain, operate, remove, and replace a power line for the Christensen Road bridge and roadway lighting on property owned by Kathy Julius within Laramie County, Wyoming. (2017 Specific Purpose Option Tax)

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

DISCUSSION: Tom Cobb, City Engineer, provided a staff report and advised the proposed easement will serve as a service point for Highwest Energy.

19. CHANGE ORDERS/CONTRACT MODIFICATIONS:

- e) Contract Modification #1 to Contract #7200 between the City of Cheyenne and JTL Group Inc. d/b/a/ Knife River for additional construction services and changes to retainage on the Allison Road and Cribbon Avenue Median Improvements Project. (2019-2022 1% Sales Tax)

Mr. Esquibel moved to approve in an amount not to exceed \$28,916.10, seconded by Mr. Laybourn. Motion carried by unanimous voice vote.

DISCUSSION: Wes Bay, Deputy City Engineer, provided a staff report and advised the modification is due to impacts associated with quantity adjustments, items added for ADA compliance, storm sewer repair and traffic control items. Mr. Bay added that the modification would also amend retainage from 10% to 5% as required by Wyoming State Statute. Upon inquiry, Mr. Bay advised the crosswalk is not yet operational due pavement markings not being completed.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 11:15 A.M.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council