

FINANCE COMMITTEE MINUTES

Due to the President's Day Holiday, a meeting of the Finance Committee was instead held on Tuesday, February 21, 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. APPLICATIONS/LICENESSES/PERMITS:

- a) Transfer of ownership of retail liquor license application filed with the City Clerk's Office for Wyoming Horse Racing, LLC d/b/a Horse Palace, Lot 1, Block One, Swan Ranch Rail Park, 16th Filing, Cheyenne, WY (license currently held by Poor Richard's d/b/a Poor Richard's).

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

Wendy Kinkade, City Clerk's Office, provided a staff report. Mayor Patrick Collins and Charles Bloom, Planning & Development Department Director, provided additional information. Peter Liguori, Wyoming Horse Racing, LLC, provided information and was available for questions. Chairman White and committee members Roybal and Esquibel commented on the item.

19. RESOLUTION – Reappropriating the Fiscal Year 2023 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – MR. WHITE)

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

Robin Lockman, City Treasurer, provided a staff report.

20. RESOLUTION – Authorizing submission of the Americorps Foster Grandparent Program application to Americorps on behalf of the Governing Body of the City of Cheyenne to submit continuation application for the next three years of funding for the Youth Alternatives Foster Grandparent Program necessary support items. (SPONSOR – MR. WHITE)

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

Allyson, Montgomery, Foster Grandparents Program Coordinator, provided a staff report. Chairman White and committee members Aldrich and Roybal commented on the item.

25. RESOLUTION – Authorizing PaydHealth, LLC, to provide advocacy and financial case management services for eligible specialty prescription drugs through alternative funding programs effective July 1, 2023. (SPONSOR – MR. WHITE)

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

Julia Lebeck, Human Resources Office and Benefits Manager, provided a staff report and Kelly Grady, Novo Benefits, provided additional information. Committee members Aldrich and Esquibel commented on the item.

27. LEASES/CONTRACTS/LLEGAL:

- c) Grant Award Agreement between the City of Cheyenne and the Wyoming Office of Homeland Security for project scoping of the Cheyenne 18th Street Storm Sewer Interceptor Advance Assistance Project. (2019-2022 Optional 1% Sales Tax Funding and US Department of Homeland Security FEMA Funding)

Dr. Aldrich moved to approve in an amount of \$270,000.00 in grant funds and \$30,000.00 in city match funds for a total of \$300,000.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and committee members Aldrich and Roybal commented on the item.

- d) Professional Services Agreement between the City of Cheyenne and BenchMark Engineers, PC for the Transfer Station Lift Station Upgrade or Replacement Project. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$88,425.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Adele Bartel, Public Works Engineer, provided a staff report.

- e) Memorandum of Understanding between the City of Cheyenne and Arts Cheyenne for cooperative interaction, art-based initiatives and continued endorsement of Arts Cheyenne as the official local arts agency.

Dr. Aldrich moved to approve in an amount of \$50,000.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Stefanie Boster, City Attorney, provided a staff report. Jason Sanchez, Community Recreation & Events Director, and Desiree Brothe, Arts Cheyenne, provided additional information. Committee members Aldrich and Roybal commented on the item.

- f) Memorandum of Understanding between the City of Cheyenne and Goat Systems, LLC, for clarification and assurances of City development and reimbursement processes.

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

Charles Bloom, Planning & Development Department Director, provided a staff report and committee member Roybal commented on the item.

- g) Professional Services Contract between the City of Cheyenne and Overstreet Homar & Kuker for legal services for the Contractor Licensing Board. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$199,999.99, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Stefanie Boster, City Attorney, provided a staff report and Eric Fountain, Compliance Director, provided additional information. Committee members Aldrich and Roybal commented on the item.

- h) Professional Services Contract between the City of Cheyenne and Overstreet Homar & Kuker for legal services for the Board of Adjustment. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$7,200.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Stefanie Boster, City Attorney, provided a staff report and Charles Bloom, Planning & Development Department Director, provided additional information.

- i) Memorandum of Understanding between the City of Cheyenne and Laramie County for EOD, SWAT, and CNU Operations and Extraterritorial Law Enforcement assistance and activities.

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

A recess was called at 12:55 p.m. to obtain a hard copy of the memorandum of understanding for the committee members and the meeting was reconvened at 12:59 p.m.

Captain David Janes, Police Department provided a staff report. Committee members Aldrich and Roybal commended on the item.

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

- d) Consideration of Bid #E-12-23 for lift-equipped Transit vehicles for the City of Cheyenne, Transit Division. (Transit Program Funding)

Dr. Aldrich moved to accept the bid from Davey Coach, Sedalia, CO, in an amount not to exceed \$1,282,573.99, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Renee Jording, Transit Director, provided a staff report and committee members Aldrich and Roybal commented on the item.

- e) Consideration of Bid #S-11-23 for an agreement between the City of Cheyenne and JTL Group Inc. d/b/a Knife River for the 2023 City Overlay Part #2 project. (2019-2022 Optional 1% Sales Tax Fund)

Dr. Aldrich moved to accept the bid from JTL Group, Inc. d/b/a Knifer River, Cheyenne, WY, in an amount not to exceed \$2,794,156.69, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report.

- f) Consideration of Bid #S-9-23 for an agreement between the City of Cheyenne and Welding & Machine Inc. for the Sanitation Division Transfer Station Welding Repairs project. (Solid Waste Fund)

Dr. Aldrich moved to accept the bid from Welding & Machine, Cheyenne, WY, in an amount not to exceed \$108,041.54, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report and committee member Roybal commented on the item.

31. OTHER BUSINESS

- a) Donation Agreement between the City of Cheyenne and Union Pacific Railroad Company to accept a donation of selected fleet railroad cars.

Mr. Esquibel moved to approve, seconded by Mr. Roybal. Dr. Aldrich moved to amend by removing "Attachment A" and replacing it with the list of 4 cars to be accepted by the City, seconded by Mr. Roybal. Motion to amend carried by unanimous voice vote. Dr. Aldrich moved to amend by removing "Attachment C", the Engineering Report & Proposal, seconded by Mr. Roybal. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried with Mr. Esquibel and Mr. Roybal voting "YES", and Dr. Aldrich voting "NO".

Stefanie Boster, City Attorney, provided a staff report and Tom Cobb, City Engineer, provided additional information. Committee members Aldrich and Esquibel and Councilman Pete Laybourn, Ward I, commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:25 p.m.

Submitted by,

A handwritten signature in black ink, appearing to read "J. McClelland". The signature is written in a cursive, flowing style.

Jennifer McClelland

Executive Assistant to the City Council