

## **FINANCE COMMITTEE MINUTES**

A meeting of the Finance Committee was held on Monday, April 04, 2016, in Committee Room 122, starting at 11:00 A.M. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Jim Brown, Chairman; Mike Luna, Jeff White, and Annette Williams.

**CITY STAFF:** Vicki Nemecek, Public Works Director; John Hall, City Engineer; Dan White, City Attorney; Nathan Beauheim, Assistant City Engineer; Lois Huff, City Treasurer; Lt. Terry Bell, Police Department; John Ridge, Deputy City Attorney; Sara Vasquez, Purchasing; David Cole and Sam Berta, Engineering; and Brandon Cammarata, Development Director.

**OTHERS PRESENT:** Mayor Rick Kaysen; Richard Johnson, City Council Ward III; and Matt Murphy, WTE.

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### **AGENDA ITEMS**

15. RESOLUTION - Authorizing the Cheyenne Police Department to apply for Wyoming Department of Transportation, Highway Safety Program, grant funding for the City's Mobile D.U.I. Command Post. (SPONSOR - JIM BROWN)

Mr. Luna moved to adopt, seconded by Mrs. Williams. Motion carried by unanimous voice vote.

**DISCUSSION:** Lt. Terry Bell, Police Department, provided a staff report and advised staff supports approval of seeking a third renewal of the proposed grant which provides funding for officer's expenses and overtime relating to D.U.I. enforcement within the City of Cheyenne and across the State. Upon inquiry, Lt. Bell explained DUNS, as referenced in the resolution, is a Data Universal Numbering System used in conjunction with identifying a business or agency.

17. CHANGE ORDERS/CONTRACT MODIFICATIONS:

- b) Contract Modification No. 1 to Contract No. 6301 between the City of Cheyenne, Engineering Department, and Reiman Corporation for the 19<sup>th</sup> Street Rehabilitation, Phase I Project (2011 - 2014 1% Sales Tax, BOPU Funds).

Mr. Luna moved to approve in an amount not to exceed \$10,000.00, seconded by Mrs. Williams. Motion carried by unanimous voice vote.

**DISCUSSION:** Nathan Beauheim, Assistant City Engineer, provided a staff report and advised staff supports approval, reporting the modification provides for additional concrete replacements that were identified as being necessary in the amount of \$10,000.00 and releases partial retainage funding in the amount of \$171,156.73. Upon inquiry, Mr. Beauheim provided

project information relating to the project, noting final completion cannot be achieved until several weather dependent items are finished in the spring of 2016, and explained unforeseen issues occasionally come up with respect to construction projects that may require additional funding and work to complete.

- c) Contract Modification No. 2 to Contract No. 6000 between the City of Cheyenne, Engineering Department, and AVI Professional Corporation for additional construction management services for the Logan Avenue Reconstruction Project (2011 - 2014 1% Sales Tax).

Mr. Luna moved to approve in an amount not to exceed \$21,336.00, seconded by Mr. White. Motion carried by unanimous voice vote.

**DISCUSSION:** Sam Berta, Engineering, provided a staff report and advised staff supports approval reporting the modification provides for sanitary sewer manhole vacuum testing, field engineering and final project close out documentation. Upon inquiry, Mr. Berta and John Hall, City Engineer, provided information relating to the bidding process involving project design and funding estimates and explained that occasionally unforeseen issues arise that may require funding modifications in order to finish a project.

#### 18. CONSIDERATION OF BIDS:

- b) Consideration of Bid #S-14-16 for a contract between the City of Cheyenne, Engineering Department, and Reiman Corporation and Subsidiary, Cheyenne, Wyoming, for the West Lincolnway Streetscape, Phase 2 Rebid Landscape and Irrigation Project (2011 - 2014 1% Sales Tax).

Mr. Luna moved to accept the bid from Reiman Corporation & Subsidiary, Cheyenne, in an amount not to exceed \$386,839.00, seconded by Mr. White. Motion carried by unanimous voice vote.

**DISCUSSION:** Sam Berta, Engineering, provided a staff report and advised staff supports approval, noting the project bid came in approximately \$10,000.00 under the engineer's estimate. Upon inquiry, Mr. Berta provided information relating to the projects location and advised he will provide more specifics regarding linear feet involved with the project prior to the 04-11-16 meeting of the Governing Body.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 11:14 a.m.

Submitted by,

Kris Jones  
Executive Assistant  
to the City Council