

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, August 15, 2016, in Committee Room 122, starting at 11:00 A.M. Those in attendance were as follows:

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

CITY STAFF: Vicki Nemecek, Public Works Director; Mark Stewart, Davis & Cannon, LLP/ Interim City Attorney; Scott Smith, Projects Information Officer; Sara Vasquez, Purchasing; Ben Rowland, Staff Attorney; Steve McDonald, Special Events & Services; Mike Wright and Steve Gaer, Facilities Maintenance; Cindy Schneider, Grants Manager; Kim Stevens, 1% Construction; Jim Voeller, City Engineer; Lois Huff, City Treasurer; John Ridge, Deputy City Attorney; Dick Berry, Youth Alternatives Director; Carol Intlekofer, City Clerk; and Brandon Cammarata, Development Director.

OTHERS PRESENT: Mayor Rick Kaysen, Richard Johnson, City Councilman Ward III; James Chilton, WTE; Doug Randall, KGAB; Randy Byers, TDSI; Bill Edwards; Tom Jacobson; Jim Hearne; David Johnson and Father Carl Gallinger, Diocese of Cheyenne; Stephen Melchior; D. Reed Eckhardt; Rita Meyer, St. Mary's Cathedral; Dawn Barela; Tim Barth, Cheyenne Regional Airport; Boyd Wiggam, Wyoming Liberty Group; Gay Woodhouse; and Joe Dougherty.

AGENDA ITEMS

12. RESOLUTION - Declaring as surplus a City-owned property located at 2020 Capitol Avenue, legally described as Lots 1 and 2, Block 266, Original City, together with improvements thereon, Cheyenne, Laramie County, Wyoming, and authorizing the sale of said parcel to The Diocese of Cheyenne, a Wyoming non-profit corporation, pursuant to W.S. § 15-1-112(b)(i)(D), to benefit the economic development of the municipality. (SPONSORS - JIM BROWN, BRYAN COOK, MIKE LUNA, JEFF WHITE, MAYOR KAYSEN)

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

DISCUSSION: Mayor Rick Kaysen reported the property was vacated due to the construction of the new Public Safety Center and provided information outlining the purpose and process for declaring City-owned property surplus, Wyoming State Statute requirements, and explained that prior to making the decision to surplus the property, the City evaluated the building and property and it was determined it was not necessary for the City to retain or maintain. Mark Stewart, Davis & Cannon, LLP/ Interim City Attorney, clarified information relating to the process of declaring the property surplus, proposed purchase offer, Wyoming State Statute requirements, and advised because there is currently an offer to purchase before the Finance Committee in the form of a resolution, the City, at this time, is not able to consider any

other potential buyers. Mr. Stewart explained the following options are available to the Governing Body: Accept the current offer, decline the current offer, and if they decline the current offer, follow Wyoming State Statute and go out for sealed bids following the City's bidding procedures. Randy Byers and Father Carl Gallinger, Diocese of Cheyenne, requested consideration of approval of the resolution, provided information relating to the history of the Diocese and Church contributions to the community and confirmed compliance relating to Wyoming State Statute requirements. Upon inquiry, Mr. Byers provided information involving positive economic impacts the proposed purchase could offer. The following individuals provided supportive comments relating to the proposed surplus and sale to The Diocese of Cheyenne: Rita Meyer, St. Mary's Cathedral, David Johnson, Gay Woodhouse, Jim Hearne, and Bill Edwards. Steve Melchior and Boyd Wiggam, Wyoming Liberty Group, voiced concerns relating to the process involving the current offer and requested consideration to decline the resolution and open up the property and building to multiple bidders through the City's bidding process that complies with Wyoming State Statute.

15. RESOLUTION - Authorizing submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Loan and Investment Board on behalf of the Governing Body of the City of Cheyenne for the purpose of completing 26th Street Interceptor Project. (SPONSOR - JIM BROWN)

Mr. White moved to adopt, seconded by Mr. Luna. Mr. Luna moved to amend by substitute dated 08-15-16, seconded by Mr. White. Motion carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

DISCUSSION: Cindy Schneider, Grants Manager, provided a staff report and advised that the engineers have revised the total project cost and have requested consideration of approval for the proposed substitute which increases the dollar amounts as follows: Total project cost increases to \$5,312,730.00 from \$4,991,670.00 and the grant request to \$1,770,730.00 from \$1,449,670.00.

16. LEASES/CONTRACTS/LEGAL:

- c) Contract between the City of Cheyenne, Youth Alternatives, and Laramie County Community Partnership, Inc., for academic and enrichment activities for at-risk school-age youth at Johnson Junior High School (21st Century Community Learning Centers Cohort Eight Grant Funds).

Mr. Luna moved to approve, seconded by Mr. White. Motion carried by unanimous voice vote.

DISCUSSION: Dick Berry, Youth Alternatives Director, provided a staff report and advised staff supports approval of the annual contract which provides services to at-risk school-age youth.

- d) Software Subscription Agreement between the City of Cheyenne, Special Events and Services Division, and T2 Systems for parking enforcement software and hosting services.

Mr. White moved to approve, seconded by Mr. Luna. Motion failed with Mr. White voting “YES”, Mr. Luna voting “NO”, and Chairman Brown voting “NO” to break the tie.

DISCUSSION: Steve McDonald, Special Events & Services, provided a staff report and advised staff supports approval, noting the agreement is typically for 3 years and that due to the current parking study being conducted, staff recommends a 1 year agreement which would allow for services to continue until future action is determined. Carol Intlekofer, City Clerk, provided information relating to the current T2 software system, noting the software replaced an in-house program a few years ago and the previous program is longer in operation. Discussion included software costs and uncertainty of future changes relating to the anticipated evaluation of the parking study that is currently being conducted.

- e) Agreement between the City of Cheyenne, Office of Youth Alternatives, and Laramie County, Wyoming, for juvenile probation services.

Mr. Luna moved to approve, seconded by Mr. White. Motion carried by unanimous voice vote.

DISCUSSION: Dick Berry, Youth Alternatives Director, provided a staff report and advised staff supports approval of the annual contract which provides for juvenile probation services.

- f) Grant Agreement to the City of Cheyenne, county of Laramie, and Cheyenne Regional Airport Board, from the United States of America for the construction of a Commercial Terminal Building at the Cheyenne Regional Airport/Jerry Olson Field.

Mr. Luna moved to approve, seconded by Mr. White. Motion carried by unanimous voice vote.

DISCUSSION: Cindy Schneider, Grants Manager, provided a staff report and advised agenda items #16 (f) and (g) are related and would provide funding toward 2 related Airport Terminal projects, noting there is no financial commitment required from the City. Tim Barth, Cheyenne Regional Airport, requested approval and provided project details which includes infrastructure improvements to the parking lot and drainage.

- g) Grant Agreement to the City of Cheyenne, county of Laramie, and Cheyenne Regional Airport Board, from the United States of America for the construction of a Commercial Terminal Apron at the Cheyenne Regional Airport/Jerry Olson Field.

Mr. Luna moved to approve, seconded by Mr. White. Motion carried by unanimous voice vote.

DISCUSSION: Cindy Schneider, Grants Manager, provided a staff report and advised agenda items #16 (f) and (g) are related and would provide funding toward 2 related Airport Terminal projects, noting there is no financial commitment required from the City. Tim Barth,

Cheyenne Regional Airport, requested approval and upon inquiry, advised construction is tentatively anticipated to begin in either late 2016 or beginning of 2017.

18. CONSIDERATION OF BIDS:

- c) Consideration of Bid #S-22-16 for a contract between the City of Cheyenne, 1% Construction Division, Reiman Corporation and STC Construction Company Inc., a joint venture, Cheyenne, Wyoming, for the Fiscal Year 2016 City Overlay Part 3 Project (2015- 2018 1% Sales Tax).

Mr. White moved to accept the bid from Reiman Corp. and STC Construction Company Inc., a joint venture, Cheyenne, in an amount not to exceed \$1,562,892.84, seconded by Mr. Luna. Motion carried by unanimous voice vote.

DISCUSSION: Kim Stevens, 1% Construction, provided a staff report and advised staff supports approval and upon inquiry, provided information relating to bids received and advised she has recently seen a pattern of relatively close bids indicating a more competitive market.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 11:54 a.m.

Submitted by,

Kris Jones
Executive Assistant
to the City Council