

FINANCE COMMITTEE MINUTES

Due to the July 4th holiday recognized on Monday, July 5, 2010, the Finance Committee was held on Tuesday, July 06, 2010, in Committee Room 122, starting at 11:00 A.M. Those in attendance were as follows:

COMMITTEE MEMBERS: Jim Brown, Chairman, Don Pierson, Jack Spiker, and Jimmy Valdez.

CITY STAFF: Barb Dorr, City Treasurer; Dan White, City Attorney; John Knepper, Staff Attorney; Jim Elias, Public Works Director; Vicki Nemecek, Assistant Public Works Director; Craig LaVoy, Public Works; Nathan Beauheim, Engineering Services Director; Rudy Apodaca, Purchasing Director; Sara Vasquez, Purchasing; Capt. Jeff Schulz, Police Department; Lt. Mark Munari, Police Department; Kim Stevens, 1% Construction; Dennis Pino, Sanitation Director; Doug Vetter, City Engineer; Joe Dougherty, Transit Director; Carol Intlekofer, City Clerk; Dick Berry and Ann Swisher, Youth Alternatives; Monty Landers, Sanitation; and Scott Smith, Projects Information Officer.

OTHERS PRESENT: Mayor Rick Kaysen, Georgia Broyles, City Council Ward III; Jodi Rogstad, WTE; Rolinda Sampler, Boys & Girls Club; Larry Atwell, Joint Powers Board; Joe Stephenson, Knife River; Lynn Wydell, Cheyenne Health and Wellness; Betsy Putnan, CASA of Laramie County; Kristina Lubner, Grace UMC; Lynn Huyler, Safe Harbor; Trish Peacock, Cheyenne Interfaith Hospitality Network; Amie Skeens, Needs, Inc.; Sharon Benson, Meals on Wheels of Cheyenne; Carla Thurin, Safehouse Services; Caroline Shafer, Americorp Member; Janet Booth and Greg Jourgensen, Airport Golf Club, Inc.; Craig Cronk, Titan Machinery; Brenda Lyday, CIHN; Eloise Saltzgaver and Domenic Bravo, Connections Corner; Phil McGovern, YMCA; Judith Johnston and Carol Rookstool, Foster Grandparents Program; Bill Keenan, Alfreida Gonzalez, and Ken Burke, Laramie County Community Partnership; Connie Sloan Cathcart and Rod Hottle, United Way of Laramie County, Natalie Arias, Ray Fleming Dinneen, Climb Wyoming; and Frank Gerstenkorn.

AGENDA ITEMS

14. **ORDINANCE - 2nd READING -** Repealing Chapter 5.72, Public Transport, in its entirety and re-creating Chapter 5.72, Public Transportation, of Title 5, Business Licenses and Regulation, of the Cheyenne City Code. (SPONSOR - GEORGIA BROYLES)

Mr. Valdez moved to approve on 2nd reading, seconded by Mr. Pierson. Motion carried by unanimous vote.

DISCUSSION: Lt. Mark Munari, Police Department, provided a staff report and advised the ordinance addresses regulation regarding transportation involving taxi services. Upon inquiry, Lt. Munari explained the ordinance addresses transportation not covered by government funding, (i.e. City Transit Services) and primarily covers those transportation services which are

privately owned and operated. Upon inquiry, Lt. Munari reported a set fee could be implemented to cover services involving required back ground checks. Upon inquiry, Dan White, City Attorney, advised he would provide information regarding smoking and cell phone restrictions involving private transportation companies providing public transportation.

25. RESOLUTION - Supporting the continuation of the Optional One Percent Sales Tax for Calendar Years 2011 through 2014 and pledging that all revenues from this tax will be used for projects described in this resolution. (SPONSORS - JIM BROWN, GEORGIA BROYLES, DON PIERSON, MARK RINNE, MAYOR KAYSEN)

Mr. Valdez moved to adopt, seconded by Mr. Pierson. Mr. Pierson moved to amend page 2, Sections #7d and #7e by reversing the order so that #7e is priority #4 and #7d is priority #5, seconded by Mr. Spiker. Motion carried by unanimous voice vote. Main motion as amended carried by unanimous voice vote.

During discussion of agenda item #25, the Finance Committee recessed to allow for the regularly scheduled Vouchers meeting at noon, and reconvened at 12:07 P.M.

DISCUSSION: Vicki Nemecek, Assistant Public Works Director, provided a staff report and advised the projected revenue distribution includes 80% for street and road maintenance and construction and 20% for other projects and agencies. Ms. Nemecek explained overage funding would be allocated at 80% for street and road maintenance and construction to be spent on approved optional one percent sales tax projects, and the remaining 20% of excess interest or overage funds requires a public meeting and approval of the governing body. The following individuals provided supportive testimony regarding funding for the human services agencies: Connie Sloan Cathcart, United Way of Laramie County; Natalie Arias; Betsy Putnan, CASA of Laramie County; Rolinda Sampler, Boys & Girls Club; Sharon Benson, Meals on Wheels of Cheyenne; Eloise Saltzgaver and Domenic Bravo, Connections Corner; Kristina Lubner, Grace UMC; Ken Burke and Alfreida Gonzalez, Laramie County Community Partnership; Amie Skeens, Needs, Inc; Lynn Wydell, Cheyenne Health and Wellness; Trish Peacock, Cheyenne Interfaith Hospitality Network; Judith Johnston, Foster Grandparents; and Phil McGovern, YMCA. Discussion included: Proposed amendment, allocation recommendations and possible adjustments to the overage distribution formula.

27. LEASES/CONTRACTS/LEGAL:

- h) Juvenile Accountability Block Grant Contract between the State of Wyoming, Department of Family Services, Division of Juvenile Services and the City of Cheyenne.

Mr. Valdez moved to approve, seconded by Mr. Pierson. Motion carried by unanimous voice vote.

DISCUSSION: Dick Berry, Youth Alternatives, provided a staff report and advised the contract includes a grant in the amount of \$28,342.00 with a required match of \$3,149.00.

- i) Extension of Contract #5400 between the City of Cheyenne, Transit Division, and NextMedia Outdoor, Inc. for the purchase of advertising space on Cheyenne Transit Buses.

Mr. Spiker moved to approve, seconded by Mr. Valdez. Motion carried by unanimous voice vote.

DISCUSSION: Joe Dougherty, Transit Director, provided a staff report and advised a one year extension is requested to continue the contract which provides for the purchase of advertising space on Cheyenne Transit Program buses. Upon inquiry, Mr. Dougherty reported the contract includes a minimum revenue of \$400.00 per month.

- j) Diversion and Transitional Services contract between State of Wyoming, Department of Family Services, Division of Juvenile Services and the City of Cheyenne, Youth Alternatives.

Mr. Pierson moved to approve, seconded by Mr. Valdez. Motion carried by unanimous voice vote.

DISCUSSION: Dick Berry, Youth Alternatives, provided a staff report and advised the contract includes a grant in the amount of \$205,800.00 with a required match of \$13,150.00.

29. CONSIDERATION OF BIDS:

- c) Consideration of Bid #R-14-10 for furnishing one new Wheel Excavator for the City of Cheyenne Sanitation/Landfill Department. (Solid Waste Management Fund)

Mr. Valdez moved to accept the bid from Wyoming Machinery Company of Cheyenne in an amount not to exceed \$330,011.00, seconded by Mr. Pierson. Motion carried by unanimous voice vote.

DISCUSSION: Dennis Pino, Sanitation Director, provided a staff report and advised staff supports approval of the bid and noted a lower bid did not meet the minimum specifications. Upon inquiry, Monty Landers, Sanitation, provided information related to the requested specifications. Discussion included specification requirements and delivery anticipation time line.

- d) Consideration of Bid #R-15-10 for furnishing one new Rubber Tire Tool Carrier Loader for the City of Cheyenne Sanitation/Landfill Department.

Mr. Pierson moved to accept the bid from Wyoming Machinery Company of Cheyenne in an amount not to exceed \$220,598.00, seconded by Mr. Valdez. Motion carried by unanimous voice vote.

DISCUSSION: Dennis Pino, Sanitation Director, provided a staff report and advised staff supports approval of bid and noted lower bids did not meet the minimum specifications. Craig Cronk, Titan Machinery, provided information related to specification requirements and requested additional consideration involving the lower priced bid submitted by Titan Machinery of Cheyenne. Upon inquiry, Monty Landers, Sanitation, advised staff supports approval of the bid as requested. Discussion included specification requirements.

- e) Consideration of Bid #R-17-10 for furnishing & installing police car equipment in 6 new police cars from Wireless Advanced of Evans, CO for the City Police Department. (2007-2010 1% Sales and Use Tax)

Mr. Valdez moved to accept the bid from Wireless Advance of Evans, CO in an amount not to exceed \$45,729.00, seconded by Mr. Pierson. Motion carried by unanimous voice vote.

DISCUSSION: Capt. Jeff Schulz, Police Department, provided a staff report and advised the bid includes purchase and installation of police car equipment. Upon inquiry, Capt. Schulz reported one bid was received.

- f) Consideration of Bid #M-23-10 for a contract between the City of Cheyenne and JTL Group Inc. d/b/a Knife River of Cheyenne, WY, for the Dell Range Resurfacing project.

Mr. Spiker moved to accept the bid from JTL Group Inc. d/b/a Knife River of Cheyenne in an amount not to exceed \$1,499,843.60, seconded by Mr. Pierson. Motion carried by unanimous voice vote.

DISCUSSION: Kim Stevens, 1% Construction, provided a staff report and advised the bid provides for resurfacing of Dell Range Blvd. Upon inquiry, Ms. Stevens reported public meetings and notification have taken place and the project is anticipated to begin in early August with a completion estimated for the middle of October.

31. ANNOUNCEMENTS/REPORTS/MOTIONS:

- a) Annual Report to the City of Cheyenne regarding capital improvements made at the Airport Golf Course as required by Lease Agreement.

Mr. Pierson moved to acknowledge receipt of the report, seconded by Mr. Spiker. Motion carried by unanimous voice vote.

DISCUSSION: Rick Parish, Parks & Recreation Director, provided a staff report and advised the annual report is a requirement of the lease agreement. Janet Booth, Airport Golf Club, Inc. advised the report includes capital improvements, repairs, and maintenance expenses.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:05 P.M.

Respectfully submitted,

Kris Jones,
Executive Assistant
to the City Council

xc Mayor Rick Kaysen
 Carol Intlekofer - City Clerk
 Kristy Anderson – Deputy City Clerk
 Dan White – City Attorney
 Erik Rasmussen - Deputy City Attorney
 Lara White – Attorney’s Office
 Doug Vetter – City Engineer
 James Elias – Public Works Director
 Lisa Pafford-Assistant Development Director
 Matt Ashby – Planning Services Director
 Nathan Beauheim – Engineering Services Director
 Barb Dorr – City Treasurer
 Tom Mason - MPO Director
 Rick Parish – Parks & Recreation Director