

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, May 6, 2024, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Dr. Michelle Aldrich, Chairwoman, Bryan Cook, Richard Johnson, and Jeff White.

AGENDA ITEMS

18. ORDINANCE –2nd READING – Amending and updating the Solid Waste Fee Schedule in accordance with Section 8.44.010 of the Municipal Code of the City of Cheyenne, Wyoming, and repealing Ordinance No. 4503. (SPONSOR – DR. ALDRICH)

Mr. Johnson moved to approve on 2nd reading, seconded by Mr. White. Motion carried with Mr. Johnson and Mr. White voting “YES” and Mr. Cook voting “NO”.

Vicki Nemecek, Public Works Director, provided a staff report and committee member Johnson commented on the item.

19. ORDINANCE –2nd READING – Amending Sections 10.82.030 and 10.82.040 of the Municipal Code of the City of Cheyenne, Wyoming, modifying the term of Dockless Vehicle licenses, specifying an effective date and making other conforming amendments. (SPONSORS – MR. ROYBAL, MR. SEGRAVE AND MR. WHITE)

Mr. Cook moved to approve on 2nd reading, seconded by Mr. White. Motion carried by unanimous voice vote.

John Brodie, Deputy City Attorney, provided a staff report and Kris Jones, City Clerk, provided additional information. Chairwoman Aldrich and committee member Johnson commented on the item.

23. RESOLUTION – Adopting the City of Cheyenne 2024 Program Year Annual Action Plan prepared by the City of Cheyenne Housing & Community Development Office. (SPONSOR – MR. ESQUIBEL)

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

Amy Gorbey, Community Development Manager, provided a staff report. Chairwoman Aldrich and committee member White commented on the item.

25. LEASES/CONTRACTS/LEGAL:

- b) Improvement Agreement between the City of Cheyenne and DB Cheyenne, LLC for acceptance of cash-in-lieu for public improvements including a turn lane, as required by the UDC and Traffic Impact Study for the development.

Mr. White moved to approve in an amount not to exceed \$70,500.00, seconded by Mr. Johnson. Motion carried with Mr. Johnson and Mr. White voting "YES" and Mr. Cook voting "NO".

Cassie Picket, Senior Staff Engineer, provided a staff report and Casey Palma, Palma Land Planning, provided additional information. Chairwoman Aldrich and committee members Johnson and White commented on the item.

- c) Professional Services Agreement between the City of Cheyenne and Univerus, Inc., for the Sanitation Rerouting and Optimization Project. (Solid Waste Fund)

Mr. Cook moved to approve in an amount not to exceed \$142,676.00, seconded by Mr. White. Motion carried by unanimous voice vote.

Adele Bartel, Public Works Engineer, provided a staff report. Chairwoman Aldrich and committee member Johnson commented on the item.

26. CONTRACT MODIFICATIONS:

- a) Contract Modification #2 to Contract #7775 between the City of Cheyenne and Sunrise Engineering for additional engineering services for the 7th Street Drainage and Access Improvements Project. (2019-2022 Optional 1% Sales Tax Fund)

Mr. White moved to approve in an amount not to exceed \$6,500.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and committee member Johnson commented on the item.

- b) Contract Modification #1 to Contract #7897 between the City of Cheyenne and Richardson Construction, Inc. for the Gymnastics Facility Project. (2019-2022 Optional 1% Sales Tax Fund)

Mr. White moved to approve in an amount not to exceed \$74,292.50, seconded by Mr. Cook. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report and committee member Johnson commented on the item.

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

- e) Consideration of Bid #S-12-24 for an Agreement between the City of Cheyenne and JTL Group Inc. d/b/a Knife River, for the 2024 City Overlay #1 Project. (2021 Specific Purpose Option Tax Fund)

Mr. White moved to accept the bid in an amount not to exceed \$2,192,669.75, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report.

- f) Consideration of Bid #S-13-24 for an Agreement between the City of Cheyenne and Simon Contractors, for the 2024 City Overlay #2 Project. (2021 Specific Purpose Option Tax Fund)

Mr. White moved to accept the bid in an amount not to exceed \$1,518,379.60, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report and committee member Johnson commented on the item.

- g) Consideration of Bid #S-15-24 for an Agreement between the City of Cheyenne and Asphalt Preservation, LLC, for the 2024 Surface Seal Project #2. (2021 Specific Purpose Option Tax Fund)

Mr. White moved to accept the bid in an amount not to exceed \$2,084,128.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report and Chairwoman Aldrich commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:49 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council