

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, May 20, 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; Ken Esquibel, President; Richard Johnson; Dr. Mark Rinne; and Jeff White. Absent: Bryan Cook.

AGENDA ITEMS

17. **ORDINANCE –3rd 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.

Mr. White moved to approve on 3rd and final reading, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

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

18. **ORDINANCE –3rd 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.

Mr. White moved to approve on 3rd and final reading, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

John Brodie, Deputy City Attorney, provided a staff report.

19. **ORDINANCE –2nd READING** – Approving and establishing revised water and sewer rates, tap and system development fees, administrative fees, service charges and penalties, and septic and commercial waste dump rates, as recommended by the Board of Public Utilities. (SPONSOR – DR. RINNE)

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

Brad Brooks, Board of Public Utilities (BOPU) Director, provided a staff report. Brad Bowen, BOPU Administration Manager; and Frank Strong, BOPU Engineering & Water Resources Manger provided additional information. Chairwoman Aldrich and committee members White and Johnson commented on the item. Public comment was made by Seth Lloyd, Affordable Housing Task Force.

25. RESOLUTION – Expressing the support of the Governing Body for the submission of an application by the Cheyenne Transit Program to the Wyoming Department of Transportation for grant funding under the Wyoming Rural Public Transit Program. (SPONSOR – DR. ALDRICH)

Mr. White moved to adopt, seconded by Mr. Johnson. Motion carried with Mr. Esquibel and Mr. White voting “YES” and Mr. Johnson voting “NO”.

Renaë Jording, Transit Manager, provided a staff report. Chairwoman Aldrich and committee member White commented on the item.

26. RESOLUTION – Supporting the submission of an application to the Wyoming Business Council under the Wyoming Business Ready Community Grant and Loan Program for an Enhancement Grant in support of the development of the Precision Industrial Park. (SPONSOR – DR. ALDRICH)

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

Renee Smith, Economic Resource Administrator, provided a staff report and Betsy Hale, LEADS Chief Executive Officer, provided additional information. Chairwoman Aldrich and committee member White commented on the item.

30. RESOLUTION – Approving the budget of the Cheyenne Regional Airport Board for the for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025. (SPONSOR – DR. RINNE)

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

Robin Lockman, City Treasurer, provided a staff report and Tim Bradshaw, Cheyenne Regional Airport Director, provided additional information. Chairwoman Aldrich and committee members Johnson and White commented on the item.

31. RESOLUTION – Approving the budget of the Cheyenne Downtown Development Authority for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025. (SPONSOR – MR. ROYBAL)

Mr. White moved to adopt, seconded by Mr. Johnson. Motion carried with Mr. Esquibel and Mr. White voting “YES” and Mr. Johnson voting “NO”.

Charles Bloom, Planning & Development Department Director, provided a staff report and Chairwoman Aldrich commented on the item.

32. LEASES/CONTRACTS/LLEGAL:

- c) Professional Services Agreement between the City of Cheyenne and Landmark Aquatics, for the Johnson Pool Evaluation and Design Project. (2021 Specific Purpose Option Tax Fund)

Item died due to a lack of a motion.

Jason Sanchez, Community Recreation & Events Director, provided a staff report and requested the item die to allow for a revised agreement to be presented and considered at the next meeting of the governing body.

- d) Professional Services Agreement between the City of Cheyenne and TPT Trails, LLC for the Belvoir Ranch, Phase 2 Design Build Trail Project. (Belvoir Recreation Fund)

Mr. Johnson moved to approve in an amount not to exceed \$219,672.93, seconded by Mr. White. Motion carried by unanimous voice vote.

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

Following the vote on item #32(d) Mr. Johnson declared a conflict for the next four agenda items related to employee health benefits and excused himself for the remainder of the meeting due to a previous work engagement at 12:44 p.m.

33. CONTRACT MODIFICATIONS:

- c) Renewal of Contract #7535 between the City of Cheyenne and Blue Cross Blue Shield of Wyoming for Third Party Administrator Services and Group Health Insurance benefits for City employees. (Self Insurance Fund)

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

Darrin Hass, Human Resources Director, provided a staff report and Dianna Madvig, Novo Benefits, provided additional information. Chairwoman Aldrich and committee member White commented on the item.

- d) Renewal of Contract #6837 between the City of Cheyenne and Delta Dental for Group Dental Insurance benefits for City employees. (Various City Funds)

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

Julia Lebeck, Human Resources Office Manager, provided a staff report and Chairwoman Aldrich commented on the item.

- e) Renewal of Contract #7523 between the City of Cheyenne and VSP Vision Insurance benefits for City employees. (Various City Funds)

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

Darrin Hass, Human Resources Director, provided a staff report.

- f) Renewal of Contract #7536 between the City of Cheyenne and Granular Insurance Company for Stop Loss Insurance for City employees. (Self Insurance Fund)

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

Darrin Hass, Human Resources Director, provided a staff report and Chairwoman Aldrich commented on the item.

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

- d) Consideration of Bid #S-10-24 for an Agreement between the City of Cheyenne and Reiman Corp for the HAWK Signals Construction Project. (2019-2022 Optional 1% Sales Tax Fund)

Mr. White moved to accept the bid in an amount not to exceed \$831,294.75, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report. Committee member White commented on the item and acknowledged the donation of funds received from the FORMAK Foundation.

- e) Consideration of Bid #S-20-24 for an Agreement between the City of Cheyenne and Simon Contractors for the Public Works Improvements Project. (2019-2022 Optional 1% Sales Tax Fund, Solid Waste Fund, & Fleet Maintenance Fund)

Mr. White moved to accept the bid in an amount not to exceed \$2,377,017.25, seconded by Mr. Esquibel. Mr. White moved to amend to include funding the amount of \$124,140.50 from General Fund Reserves for maintenance repairs to the Municipal Building, seconded by Mr. Esquibel. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

Adele Bartel, Public Works Engineer, provided a staff report and Vicki Nemecek, Public Works Director, provided additional information. Chairwoman Aldrich commented on the item.

Dr. Rinne joined the meeting during discussion of item #31(e) but did not vote on the item. Mr. Esquibel excused himself from the meeting following the vote on item #31(e) due to a personal emergency, at 1:01 p.m.

- f) Consideration of Bid #S-21-24 for an Agreement between the City of Cheyenne and Spire Building Group for the Municipal Building Restroom Renovations Project. (2021 Specific Purpose Option Tax Fund)

Mr. White moved to accept the bid in an amount not to exceed \$625,850.00, seconded by Dr. Rinne. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report. Chairwoman Aldrich and committee members Rinne and White commented on the item.

- g) Consideration of Bid #S-22-24 for an Agreement between the City of Cheyenne and Richardson Construction, Inc. for the Hitching Post Storm Sewer and Paul Smith Way Project. (2019-2022 Optional 1% Sales Tax Fund)

Mr. White moved to accept the bid in an amount not to exceed \$1,693,498.45, seconded by Dr. Rinne. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report. TJ Barttelbort, Purchasing Manager; Tom Cobb, City Engineer; Seth Lloyd, Planning & Development Department, provided additional information. Chairwoman Aldrich and committee Rinne commented on the item.

35. APPLICATIONS/LICENSES/PERMITS:

- a) Request to amend a previously approved outdoor seating area for consumption by adding an additional area relating to City of Cheyenne Bar & Grill liquor license held by Paris West Restaurant and Bar, located at 1719 Carey Avenue, Cheyenne, Wyoming.

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

Kris Jones, City Clerk, provided a staff report and Corey Loghry, The Downtowner Studios and Paris West Restaurant, provided additional information. Chairwoman Aldrich and committee member White commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:15 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council