

## **FINANCE COMMITTEE MINUTES**

A meeting of the Finance Committee was held on Monday, June 17, 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 (via Zoom); and Jeff White (via Zoom).

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### **AGENDA ITEMS**

10. **ORDINANCE –3<sup>rd</sup> READING** – Defining the Terms and Conditions of employment for sworn officers of the Cheyenne Police Department for Fiscal Year 2024-2025, repealing and replacing Ordinance Nos. 4520 and 4539.

Mr. Cook moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Captain David Janes, Police Department, provided a staff report.

20. **LEASES/CONTRACTS/LEGAL:**

- h) Industrial and Economic Development Services Agreement between the City of Cheyenne and the Cheyenne/Laramie County Corporation for Economic Development (LEADS) for the period of July 1, 2024 to June 30, 2025. (General Fund)

Mr. Cook moved to approve in an amount not to exceed \$100,000.00, seconded by Mr. White. Motion carried by unanimous voice vote. Chairwoman Aldrich and committee members Johnson and White commented on the item. Public comment was made by Ward I Councilman, Pete Laybourn.

Robin Lockman, City Treasurer, provided a staff report and Betsey Hale, Cheyenne LEADS Chief Executive Officer, provided additional information.

21. **CONTRACT MODIFICATIONS:**

- c) Contract Modification #2 to Contract #7538 between the City of Cheyenne and Top-Flight Maintenance Inc. for Janitorial Services for the City of Cheyenne Municipal Building. (General Fund)

Mr. Cook moved to approve in an amount not to exceed \$45,905.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report.

- d) Contract Modification #2 to Contract #7539 between the City of Cheyenne and Top-Flight Maintenance Inc. for Janitorial Services for the City of Cheyenne Municipal Court. (General Fund)

Mr. Cook moved to approve in an amount not to exceed \$15,203.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report and TJ Barttelbort, Purchasing Manager, provided additional information. Committee member Cook commented on the item.

- e) Contract Modification #3 to Contract #7540 between the City of Cheyenne and Top-Flight Maintenance Inc. for Janitorial Services for the City of Cheyenne, Cheyenne Public Safety Center. (General Fund)

Mr. Cook moved to approve in an amount not to exceed \$65,100.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report.

- f) Contract Modification #2 to Contract #7541 between the City of Cheyenne and Top-Flight Maintenance Inc. for Janitorial Services for the City of Cheyenne, Youth Alternatives & Special Friends Buildings. (General Fund)

Mr. Cook moved to approve in an amount not to exceed \$15,974.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report and Jay Sullivan, Youth Alternatives Director, provided additional information. Chairwoman Aldrich commented on the item.

## 22. CONSIDERATION OF BIDS/PURCHASES/REQUESTS FOR PROPOSALS:

- f) Consideration of Bid #S-18-24 for an Agreement between the City of Cheyenne and Better Line Roofing for the Cheyenne Fire Station 1 Roof Replacement Project. (General Fund)

Mr. Cook moved to accept the bid in an amount not to exceed \$339,000.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report and TJ Barttelbort, Purchasing Manager, provided additional information. Chairwoman Aldrich and committee members Cook and Johnson commented on the item. Public comment was made by Michael White.

- g) Consideration of Bid #S-26-24 for an Agreement between the City of Cheyenne and STC Construction Co., Inc for the VA Cemetery Road Project. (General Fund Reserves)

Mr. Cook moved to accept the bid in amount not to exceed \$329,161.57, seconded Mr. White. Motion carried by unanimous voice vote.

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

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:33 p.m.

Submitted by,

A handwritten signature in cursive script that reads "J. McClelland".

Jennifer McClelland  
Executive Assistant to the City Council