

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, June 6, 2022, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Jeff White, Chairman, Dr. Michelle Aldrich, Ken Esquibel (via Zoom), and Richard Johnson (via Zoom).

AGENDA ITEMS

7. APPLICATIONS/LICENSES/PERMITS:

- a) Bar & grill liquor license application filed with the City Clerk's Office for Westby Edge LLC d/b/a Westby Edge LLC, 714 W. 20th St., Cheyenne, WY.

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Kris Jones, City Clerk, provided a staff report. Committee member, Dr. Aldrich commented on the item. Darin and Misha Westby, owners of Westby Edge LLC, were available for questions.

- b) Microbrewery liquor license application filed with the City Clerk's Office for Westby Edge LLC d/b/a Westby Edge LLC, 714 W. 20th St., Cheyenne, WY.

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Kris Jones, City Clerk, provided a staff report. Committee members who commented on the item included Dr. Aldrich, Mr. Esquibel, Mr. Johnson, and Chairman White. Darin and Misha Westby, owners of Westby Edge LLC, were available for questions.

21. ORDINANCE – 3rd 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.

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

Brad Brooks, Board of Public Utilities Director, provided a staff report.

29. RESOLUTION – Approving the budget of the Cheyenne Downtown Development Authority for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023. (SPONSOR – MR. WHITE)

Dr. Aldrich moved to adopt, seconded by Mr. Johnson. Dr. Aldrich moved to postpone until the June 27, 2022, meeting of the governing body. Motion failed due to lack of second. Main motion carried with Mr. Esquibel and Mr. Johnson voting "YES" and Dr. Aldrich voting "NO".

Robin Lockman, City Treasurer, provided a staff report. Committee members who commented on the item included Dr. Aldrich and Mr. Esquibel. Public comments were made by Dominic Bravo, Downtown Development Authority Acting CEO.

30. RESOLUTION – Approving the budget of the Cheyenne Regional Airport Board for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023. (SPONSOR – MR. WHITE)

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

Robin Lockman, City Treasurer, provided a staff report. Tim Bradshaw, Cheyenne Regional Airport Director, was available for questions.

32. RESOLUTION – Approving the Hynds and the Hole Urban Renewal Plan and the Hynds and the Hole Urban Renewal Project pursuant to Wyoming Statute §15-9-110. (SPONSOR – MR. SEGRAVE)

Mr. Johnson moved to adopt, seconded by Mr. Esquibel. Dr. Aldrich moved to amend by removing the utilization of "condemnation", seconded by Chairman White. Motion to amend failed with Dr. Aldrich voting "YES" and Mr. Esquibel and Mr. Johnson voting "NO". Main motion carried with Mr. Esquibel and Mr. Johnson voting "YES" and Dr. Aldrich voting "NO".

Charles Bloom, Planning & Development Director, provided a staff report. Committee member, Dr. Aldrich commented on the item. Public comment was made by Jim Weaver, #1 Properties.

33. RESOLUTION – Approving the 15th Street Corridor Urban Renewal Plan and the 15th Street Corridor Urban Renewal Project pursuant to Wyoming Statute §15-9-110. (SPONSOR – MR. SEGRAVE)

Dr Aldrich moved to adopt, seconded by Mr. Johnson. Motion failed with Mr. Esquibel voting "YES" and Dr. Aldrich and Mr. Johnson voting "NO".

Charles Bloom, Planning & Development Director, provided a staff report. Committee member, Dr. Aldrich commented on the item.

34. LEASES/CONTRACTS/LEGAL:

- f) Memorandum of Understanding between the City of Cheyenne and Laramie County School District #1 to provide transportation services for the summer Rec Camp Program. (Recreation Programs Fund)

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Jade Herstein, Family Support Services Supervisor, provided a staff report. Councilmembers who commented on the item included Dr. Aldrich.

- g) Professional Services Agreement between the City of Cheyenne and Steiner Thuesen PLLC for the Cemetery Irrigation System Design Project. (Specific Purpose Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$144,692.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote by Dr. Aldrich and Mr. Johnson.

Mr. Esquibel briefly lost audio during discussion of item #34(g) and therefore cast an affirmative vote via text message to the clerk.

Jason Sanchez, Community Recreation & Events Deputy Director, provided a staff report. Committee members who commented on the item included Dr. Aldrich and Mr. Johnson. TJ Barttelbort, Purchasing Manager, provided additional information.

- h) Professional Services Agreement between the City of Cheyenne and GLM Design Group for the Dry Creek Master Plan Update and Drainage Code Review Project. (2019-2022 1% Sales Tax and Wyoming Office of Homeland Security/FEMA Grant)

Mr. Esquibel rejoined the meeting during discussion of item #34(h) and voted on the item.

Dr. Aldrich moved to approve in an amount not to exceed \$524,234.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Wes Bay, Deputy City Engineer, provided a staff report. Committee member, Dr. Aldrich commented on the item.

- j) Professional Services Agreement between the City of Cheyenne and Waste Management of Colorado, Inc., for the Recycling Services Project. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$200,000.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report. Committee members who commented on the item included Dr. Aldrich, Mr. Johnson, and Chairman White.

35. CHANGE ORDERS/CONTRACT MODIFICATIONS:

- d) City Contract #150, Notice of Renewal of Lease Number 57-82HW-1-0171 from the United States Department of Agriculture, Agricultural Research Service, to lease the High Plains Grasslands Research Station. (Revenue to City)

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Kris Jones, City Clerk, provided a staff report.

- e) Contract Modification #2 to Contract #7319 between the City of Cheyenne and KLJ Engineering for mapping and surveying services for the Landfill and Compost Facility for a two-year (2) extension. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$99,232.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report. Committee member, Dr. Aldrich commented on the item.

- f) Contract Modification #1 to Contract #7500 between the City of Cheyenne and V & M Properties, LLC for property located at 1800 Westland Road, Cheyenne, Wyoming, for the purpose of relocating the Cheyenne Transit System office and transfer station. (Federal Grant WY-2021-005-00 and Transit Fund)

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

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

37. APPLICATIONS/LICENSES/PERMITS:

- a) Bar and grill license application filed with the City Clerk's Office for Billy Jacks – Wyoming LLC d/b/a Billy Jack's Pizza Pub, 4020 Airport Parkway West Suite 1, Cheyenne, WY. (POSTPONED FROM MAY 23, 2022)

Dr. Aldrich moved to approve, seconded by Mr. Johnson. Dr. Aldrich moved to postpone until the June 27, 2022, meeting of the governing body, seconded by Mr. Johnson. Motion to postpone carried by unanimous voice vote.

Kris Jones, City Clerk, provided a staff report.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:13 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council