

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, August 21, 2023, 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, and Scott Roybal.
Absent: Ken Esquibel.

AGENDA ITEMS

8. ORDINANCE –2nd READING – Defining the Terms and Conditions of Employment for sworn officers of the Cheyenne Police Department for the Fiscal Year 2023-2024. (SPONSOR – MR. WHITE)

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

Captain David Janes, Police Department, provided a staff report and committee member Aldrich commented on the item.

10. ORDINANCE –2nd READING – Submitting to the qualified property owners of real property within the boundaries of the Cheyenne Downtown Development Authority District of Cheyenne, Wyoming, excluding real property used exclusively for residential purposes, at a Special Election on Wednesday, October 18, 2023, the following question: ‘Shall a Special Assessment of twenty (20) mills be levied upon the assessed value of real property within the boundaries of the Cheyenne Downtown Development Authority District, excluding real property used exclusively for residential purposes, for a period of four (4) years pursuant to the provisions of Wyo. Stat. § 15-9-217(b) for the purposes of (1) Landscaping or maintenance of public areas; (2) Planning or management of development or improvement activities; (3) Promotion of public events; and (4) Activities in support of business recruitment and development?’ (SPONSOR – MR. WHITE)

Dr. Aldrich moved to approve on 2nd reading, seconded by Mr. Roybal. Motion died due to the lack of a second.

Kris Jones, City Clerk, provided a staff report and committee member Aldrich commented on the item.

13. ORDINANCE –2nd READING – Creating Chapter 8.68, Limiting the use of Plastic Single Use Carryout Bags, of Title 8, Health and Safety, of the Municipal Code of the City of Cheyenne, Wyoming, regulating the use of single use plastic bags as specified. (SPONSORS– MR. ESQUIBEL, MR. JOHNSON, DR. RINNE AND MR. ROYBAL)

Mr. Roybal moved to approve on 2nd reading. Motion to approve died due to the lack of a second.

Richard Johnson, City Council President, and sponsor of the item provided an overview of the proposed ordinance and advised on proposed changes for the meeting of the governing body on August 28, 2023. Public comment was made by Josh Bizeau (via Zoom); Adrian Crader (via Zoom); Cathy Deister; Maeke Ermarth; Jordan Evans; Marcie Kindred (via Zoom); John Monjaras; Zach Lopez-Smith (via Zoom); Richard Lygle; Mark Moody (via Zoom); Aaron Nab; Don Odom; Phillys Salisbury; Sven Serneels (via Zoom); Michelle Shimmin; Joe Shogrin (via Zoom); Cathy Siggliano; Zachary Taylor (via Zoom); Tamara Truillo, Wyoming Representative; Wendy Volk (via Zoom); Scott Walton; Jacob Wasserburger; Carol Webb; and Michael White;

18. RESOLUTION – Re-appropriating the Fiscal Year 2023 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – MR. WHITE)

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

Robin Lockman, City Treasurer, provided a staff report. Eric Fountain, Compliance Director, and Jason Sanchez, Community Recreation & Events Director, provided additional information. Committee member Aldrich commented on the item.

19. RESOLUTION – Expressing the support of the Governing Body for the establishment of an Urban Renewal Authority Fiduciary Fund. (SPONSOR – MR. WHITE)

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

Robin Lockman, City Treasurer, provided a staff report.

20. LEASES/CONTRACTS/LLEGAL:

- g) Grant Agreement between the City of Cheyenne and the Federal Transit Administration to fund Transit Operations. (FTA Section 5307 Grant)

Dr. Aldrich moved to approve in an amount of \$2,418,763.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Renaë Jording, Transit Manager, provided a staff report. Committee members Aldrich and Roybal commented on the item.

- h) Professional Services Agreement between the City of Cheyenne and Wilson & Company, Inc. for consultant services for the Pershing Blvd. and Windmill Rd. Intersection and Signal Design Project. (2019-2022 Optional 1% Sales Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$180,182.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Wes Bay, Deputy City Engineer, provided a staff report.

- i) Professional Services Agreement between the City of Cheyenne and Design Workshop, Inc. for the City of Cheyenne Parks and Recreation Master Plan Project. (American Rescue Plan Federal Recovery Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$274,845.00, seconded by Mr. Roybal. Dr. Aldrich moved to amend by substitute dated August 21, 2023, seconded by Mr. Roybal. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

Jean Vetter, Parks & Greenway Planner, provided a staff report and committee member Aldrich commented on the item.

21. CONTRACT MODIFICATIONS:

- a) Amendment to Contract No. 7521 between the City of Cheyenne and Laramie County for Animal Control Services. (Revenue to the City)

Dr. Aldrich moved to approve in an amount of \$130,800.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Eric Fountain, Compliance Director, provided a staff report and committee member Aldrich commented on the item.

OTHER ITEMS FOR THE AGENDA:

- a) Professional Services Agreement between the City of Cheyenne, Cheyenne Metropolitan Planning Organization, and TischlerBise for the Laramie County Roads Impact Fee Study. (MPO Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$97,840.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

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

- b) Cooperative Agreement between the City of Cheyenne and the Wyoming Department of Transportation for Project ARSCT N561 A02, US 30/Pershing Blvd. to Christensen Road, Cheyenne Streets, Laramie County. (2023-2026 Optional 1% Sales Tax Fund and 2023-2026 Specific Purpose Option Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$2,823,800.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and committee member Aldrich commented on the item. Public comment was made by Don Odum and Micheal White.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:41 p.m.

Submitted by,

A handwritten signature in black ink, appearing to read "J. McClelland". The signature is written in a cursive, flowing style.

Jennifer McClelland
Executive Assistant to the City Council