

## **FINANCE COMMITTEE MINUTES**

Due to the Labor Day Holiday, a meeting of the Finance Committee was instead held on Tuesday, September 5, 2023, in Committee Room 104 and via an electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Jeff White, Chairman; Dr. Michelle Aldrich, Ken Esquibel and Scott Roybal.

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### **AGENDA ITEMS**

10. **ORDINANCE –3<sup>rd</sup> 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?’

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

**DISCUSSION:** Kris Jones, City Clerk, provided a staff report.

18. **RESOLUTION** – Authorizing the acceptance of a Federal Emergency Management Agency FY 2022 Assistance of Firefighters Grant in the amount of \$387,043.63 and authorizing the contribution of \$38,704.37 from the Fifth and Sixth Penny funds in support of this program, for the purpose of purchasing breathable air fill stations. (FEMA AFG Grant) (SPONSOR – MR. WHITE)

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

**DISCUSSION:** Chief John Kopper, Fire & Rescue Department, provided a staff report and committee member Roybal commented on the item.

22. **LEASES/CONTRACTS/LLEGAL:**

- f) Real Estate Purchase Agreement between the City of Cheyenne and Trace G. Lewark and Mary J. Lewark for the purchase of real property located at 700 Gettysburg Drive, City of Cheyenne, consisting of approximately 189,921.6 square

feet, more or less and associated easement documents. (2021 Specific Purpose Option Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$245,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

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

- g) Contract between the City of Cheyenne, Office of Youth Alternatives, and Laramie County to provide services for juveniles appearing in the Laramie County Circuit Court and the Municipal Court of the City of Cheyenne for supervised probation, diversion, and the coordination of drug and alcohol services. (Revenue to the City)

Dr. Aldrich moved to approve in an amount of \$76,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

**DISCUSSION:** Jay Sullivan, Youth Alternatives Director, provided a staff report. Chairman White and committee member Aldrich commented on the item.

- h) Professional Services Agreement between the City of Cheyenne and Volunteers of American Northern Rockies, Alcohol Receiving Center, to provide alcohol and drug detoxification services. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$136,875.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

**DISCUSSION:** Vicki Nemecek, Public Works Director, provided a staff report and Dr. Aimee Foster, Volunteers of American Northern Rockies, provided additional information. Committee member Aldrich commented on the item.

- i) Human Services Agreement between the City of Cheyenne and United Way of Laramie County to provide services to various community programs. (2023-2026 Optional 1% Sales Tax Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$750,000.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

**DISCUSSION:** Vicki Nemecek, Public Works Director, provided a staff report and Kris Whitfield, United Way Director, provided additional information. Committee member Aldrich commented on the item.

- j) Professional Services Agreement between the City of Cheyenne and Safe Harbor to provide a safe and secure environment to families who have been affected by abuse. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$750,000.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

**DISCUSSION:** Vicki Nemecek, Public Works Director, provided a staff report and Lynn Storey-Huyler, provided additional information. Chairman White and committee members Aldrich and Esquibel commented on the item.

- k) Professional Services Agreement between the City of Cheyenne and Ayers Associates Inc for the West Crow Creek Greenway Plan. (MPO Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$134,997.54, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

**DISCUSSION:** Jeff Noffsinger, Metropolitan Planning Organization Director, provided a staff report and Charles Bloom, Planning & Development Department Director, provided additional information. Committee member Aldrich commented on the item.

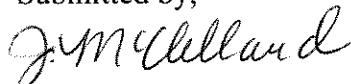
- l) Memorandum of Understanding between the City of Cheyenne and Wyoming Housing Network, Inc. to provide financial assistance relating to the construction of affordable housing for the Robin's Point Apartments Housing Project. (Housing Loans Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$150,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

**DISCUSSION:** Renee Smith, Grants Manager, provided a staff report and Charles Bloom, Planning & Development Department Director, provided additional information. Committee members Aldrich and Roybal commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:28 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council