

## **FINANCE COMMITTEE MINUTES**

A meeting of the Finance Committee was held on Monday, November 20, 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, Ken Esquibel, and Scott Roybal.

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### **AGENDA ITEMS**

6. APPLICATIONS/LICENSES/PERMITS:

- a) Application for a bar and grill liquor license filed with the City Clerk's Office for Wyoming Horse Racing LLC d/b/a Horse Palace, 1802 Dell Range Blvd. Suite 3, Cheyenne, WY.

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

Kris Jones, City Clerk, provided a staff report and Steven Jimenez, General Manager, Wyoming Horse Racing, provided additional information. Committee members Aldrich, Esquibel and Roybal commented on the item.

7. ORDINANCE –3<sup>rd</sup> READING – Creating Section 12.04.240, Mobile Storage Containers on Public Right-of-Way; Permit Required, of Chapter 12.04, Streets, Sidewalks and Driveways Generally, of Title 12, Streets, Sidewalks and Public Places, of the Municipal Code of the City of Cheyenne, Wyoming and making a conforming amendment as specified. (POSTPONED FROM NOVEMBER 13, 2023)

Dr. Aldrich moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Esquibel. Dr. Aldrich moved to amend section "D" by striking "thirty (30)" days and replacing it with "ninety (90)" days, seconded by Mr. Esquibel. Motion to amend carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Roybal voting "NO". Dr. Aldrich moved to amend by striking references to "Roll Off Containers" in the ordinance and revert under section "D" back to "thirty (30)" days. Motion to amend died due to the lack of a second. Dr. Aldrich moved to amend, to reflect the previous amendment change of "ninety (90)" days in section "D" to carry throughout proposed ordinance allowing for no more than a combined total of "one hundred eighty (180) days in any consecutive twelve (12) month period". Motion to amend carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Roybal voting "NO". Main motion, as amended, carried by unanimous voice vote.

Stefanie Boster, City Attorney, provided a staff report and Tom Cobb, City Engineer, provided additional information. Committee members Aldrich and Esquibel commented on the item. Public comments were made by James Bowers, Lynn Buys Houses, and Rick Fierro, RAM Trucking Inc.

20. RESOLUTION – Authorizing the Mayor to Execute a Settlement Agreement with WJE, LLC to resolve the April 6, 2023 Notice of Governmental Claim regarding an alleged taking of real property in Saddle Ridge adjacent to Christensen Road. (POSTPONED FROM NOVEMBER 13, 2023)

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

Stefanie Boster, City Attorney, provided a staff report and a draft of the proposed settlement agreement to the committee. Committee member Roybal commented on the item.

21. RESOLUTION – To provide salary adjustments to 116 non-uniformed employees identified through a wage matrix tool created to address pay disparity. (Various City funds) (SPONSOR – MR. WHITE)

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

Mayor Patrick Collins provided a brief history of the origin of the salary adjustment review and Darrin Hass, Human Resources Director, provided a staff report. Robin Lockman, City Treasurer, and Jason Sanchez, Community Recreation & Events Director, provided additional information. Chairman White and committee members Aldrich and Esquibel commented on the item. Public comment was made by Seth Lloyd.

22. RESOLUTION – Acknowledging the adoption of the Wyoming Retirement System deferred compensation plan for full-time employees, adopting the deferred compensation plan for part-time employees, and further specifying the part-time employee plan enrollment method. (SPONSOR – MR. WHITE)

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

Julia Lebeck, Benefits/Human Resources Specialist, provided a staff report. Committee members Aldrich and Esquibel commented on the item. Public comment was made by Seth Lloyd.

23. RESOLUTION – Authorizing the City Treasurer to discharge uncollectible debts pursuant to Wyoming Statute §16-4-502. (SPONSOR – MR. WHITE)

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

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

24. RESOLUTION – Authorizing the Mayor to execute all necessary documents related to the transfer, purchase and sale of a specified portion of the property located at 503 West College Drive. (Public Safety Infrastructure Fees) (SPONSOR – MR. WHITE)

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

Chief John Kopper, Fire & Rescue Department, provided a staff report. Chairman White and committee members Aldrich and Roybal commented on the item.

27. LEASES/CONTRACTS/LEGAL:

- f) Agreement between the City of Cheyenne and WMC Cheyenne, LLC for a Drainage Easement granted to the City to ensure maintenance of a storm water conveyance system.

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

Tom Cobb, City Engineer, provided a staff report and committee member Aldrich commented on the item.

- g) Memorandum of Understanding between the City of Cheyenne and the Cheyenne Depot Museum Inc regarding the charitable contribution from the David Donoho-A Friend of the #844 Fund, a fund of the Indianapolis Foundation to the Cheyenne Depot Museum to support the restoration of Old Sadie for the 15<sup>th</sup> Street Rail Project. (Revenue to the City)

Dr. Aldrich moved to approve in an amount of \$480,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Renee Smith, Grants Manager, provided a staff report. Tom Cobb, City Engineer, and Christy McCarthy, Cheyenne Depot Museum Executive Director, provided additional information. Committee members Aldrich and Esquibel commented on the item.

- h) Contract between the City of Cheyenne, Office of Youth Alternatives, and Laramie County School District #1 for community counseling and crisis intervention services. (Revenue to the City)

Dr. Aldrich moved to approve in an amount of \$200,770.49, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Jay Sullivan, Youth Alternatives Director, provided a staff report and committee member Aldrich commented on the item.

- i) Professional Services Agreement between the City of Cheyenne and Ardurra for the Charles Street Drainage and Roadway Improvements Design Project. (2019-2022 Optional 1% Sales Tax Fund)

Mr. Roybal moved to approve in an amount not to exceed \$152,200.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

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

- j) Grant Award Agreement between the City of Cheyenne, Cheyenne Fire Rescue Department, and the Wyoming Office of Homeland Security, FEMA, Grant Programs Directorate, SHSP Grant Fiscal Year 2023 in the amount of \$109,000.00 to support ongoing training and equipment purchases for the Cheyenne Fire Rescue Regional Emergency Response Team 7 (RERT7). (Revenue to the City)

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

Deputy Chief Andrew Dykshorn, Fire & Rescue Department, provided a staff report and committee member Aldrich commented on the item.

Chairman White wished city directors and staff a Happy Thanksgiving.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 1:16 p.m.

Submitted by,



Jennifer McClelland  
Executive Assistant to the City Council