

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Tuesday, May 20, 2025, in Council Chambers and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Mark Moody, Acting Chairman; Ken Esquibel; and Scott Roybal.
Absent: Pete Laybourn, Chairman.

AGENDA ITEMS

6. APPLICATIONS/LICENSES/PERMITS:

- a) Application for a restaurant liquor license filed with the City Clerk's Office for Fox & Friends Inc. d/b/a Spice Zone Indian Restaurant, 600 W. 19th St., Cheyenne, WY.

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

Kylie Soden, City Clerk, provided a staff report.

11. ORDINANCE – 2nd 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. (SPONSOR – DR. RINNE)

Mr. Roybal moved to approve on 2nd reading, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Brad Bowen, Board of Public Utilities Administrator, provided a staff report. Acting chairman Moody and committee members Esquibel and Roybal commented on the item. Seth Lloyd, Affordable Housing Task Force member, provided information related to recommendations from the task force.

17. RESOLUTION – Authorizing the Mayor to execute a Memorandum of Understanding with Cheyenne Frontier Days, Inc., for the provision of public safety services during the annual Frontier Days events. (SPONSOR – MR. LAYBOURN)

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

John Brodie, City Attorney, provided a staff report and Captain David Janes, Police Department, provided additional information. Committee member Roybal and Ward III Councilwoman Aldrich commented on the item.

18. RESOLUTION – Approving the budget of the Cheyenne Downtown Development Authority for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026. (SPONSOR – MR. ROYBAL)

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

Sophia Maes, Downtown Development Authority Administrator, provided a staff report. Acting chairman Moody and committee members Esquibel and Roybal commented on the item.

20. RESOLUTION – Adopting a revised Cheyenne-Laramie County Board of Health fee schedule for various services and inspections. (SPONSOR – MR. LAYBOURN)

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

Dr. Kathy Emmons, Executive Director of Cheyenne Laramie County Public Health, provided a staff report. Acting chairman Moody and committee members Esquibel and Roybal commented on the item.

21. RESOLUTION – To temporarily reduce the monthly parking fee at the Jack C. Spiker parking structure, effective July 1, 2025, through June 30, 2026. (SPONSORS – DR. ALDRICH, MR. MOODY AND MR. WHITE)

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

Dr. Michelle Aldrich, Ward III Councilwoman and co-sponsor of the item, provided an overview of the proposed resolution. Brenda Moureaux, Deputy City Treasurer, and Captain David Janes, Police Department, provided additional information. Acting chairman Moody and committee members Esquibel and Roybal commented on the item. Public comment was made by Corey Loghry.

24. LEASES/CONTRACTS/LEGAL:

- a) Professional Services Agreement between the City of Cheyenne and GLM Design Group, LLC, for a feasibility study, benefit-cost analysis, and preliminary design of the Cheyenne Dry Creek Union Pacific Railroad Project. (2023-2026 Optional 1% Sales Tax and FEMA BRIC Grant)

Mr. Roybal moved to approve in an amount not to exceed \$246,974.80, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Wes Bay, City Drainage Engineer, provided a staff report. Acting chairman Moody and committee members Esquibel and Roybal commented on the item.

- b) Memorandum of Understanding between the City of Cheyenne and the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites & Trails to set forth the terms and conditions under which the

Agency will oversee and disburse legislatively approved funding to the City to provide qualified project management for the High Plains Arboretum Rehabilitation Project. (Revenue to the City)

Mr. Esquibel moved to approve in an amount not to exceed \$3,323,757.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report and CarlyAnn Carruthers, Wyoming State Parks and Cultural Resources Planning Manager, provided additional information. Acting chairman Moody and committee members Esquibel and Roybal commented on the item.

- c) Professional Services Agreement between the City of Cheyenne, Cheyenne Metropolitan Planning Organization and Felsburg Holt & Ullevig for the Safe Streets for All Comprehensive Safety Action Plan. (2021 Specific Purpose Option Tax Fund and Federal Highway Administration SS4A Grant)

Mr. Roybal moved to approve in an amount not to exceed \$250,000.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Charles Bloom, Planning & Development Department Director, advised that a staff member from the Metropolitan Planning Organization would be available at the meeting of the governing body on Tuesday, May 27, 2025, to provide necessary information. Acting chairman Moody advised the item should be removed from the consent agenda for discussion at the meeting on May 27th.

25. CONTRACT MODIFICATIONS:

- a) Renewal of Contract #7535 between the City of Cheyenne and Blue Cross Blue Shield of Wyoming for third party administrator services and group health insurance benefits for city employees. (Various City Funds)

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

Darrin Hass, Human Resources Director, provided a staff report and advised representatives from the City's consultant, Novo Benefits, were also available for questions. Committee members Esquibel and Roybal commented on the item.

- b) Renewal of Contract #6837 between the City of Cheyenne and Delta Dental for group dental insurance benefits for City employees. (Various City Funds)

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

Darrin Hass, Human Resources Director, provided a staff report and advised representatives from the City's consultant, Novo Benefits, were also available for questions. Committee members Esquibel and Roybal commented on the item.

26. CONSIDERATION OF BIDS/PURCHASES/REQUESTS FOR PROPOSALS:

- f) Consideration of Bid #S-16-25 for an Agreement between the City of Cheyenne and Simon Contractors, for the 2025 Dell Range Overlay project. (2021 Specific Purpose Option Tax Fund)

Mr. Esquibel moved to accept the bid in an amount not to exceed \$3,237,502.80, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Doug Klahn, Construction Manager, provided a staff report and committee member Esquibel commented on the item.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:02 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the Cheyenne City Council