FINANCE COMMITTEE
MINUTES

Due to the Labor Day holiday, a meeting of the Finance Committee was instead held on Wednesday, September 9, 2026, in City Council Chambers and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Jeff White, Acting Chairman, Dr. Kathy Emmons, Ken Esquibel (via Zoom) and Lawrence Wolfe. Absent: Mark Moody.

AGENDA ITEMS

6. APPLICATIONS/LICENSES/PERMITS:

   a) Application for transfer of location and ownership of retail liquor license filed with the City Clerk's Office for Capital City Hospitality, LLC d/b/a Wyoming Discount Liquor, 3501 E. Lincolnway, Cheyenne, WY (license currently held by 1734 Partners, LLC, 1734 Meadowland Dr., Cheyenne, WY).

Mr. Wolfe moved to approve, seconded by Dr. Emmons. Motion carried by unanimous voice vote.

Kylie Soden, City Clerk, provided a staff report and John Johnson, applicant, provided additional information.

9. LEASES/CONTRACTS/LEGAL:

   d) Contract between the City of Cheyenne, Office of Youth Alternatives and Laramie County to provide services to the Laramie County Juvenile Crisis Shelter. (Revenue to the City)

Dr. Emmons moved to approve in an amount not to exceed $95,799.00, seconded by Mr. Wolfe. Motion carried by unanimous voice vote.

Amber Ash, Mayor's Chief of Staff, provided an introduction of the proposed annual contract and Jay Sullivan, Youth Alternatives Director, provided a staff report. Acting Chairman White and committee member Emmons commented on the item.

   e) Contract between the City of Cheyenne, Office of Youth Alternatives and Laramie County to provide probation/diversion services to youth appearing in both the Laramie County Circuit Court and the Municipal Court. (Revenue to the City)

Mr. Wolfe moved to approve in an amount not to exceed $86,304.00, seconded by Dr. Emmons. Motion carried by unanimous voice vote.

Jay Sullivan, Youth Alternatives Director, provided a staff report.

f) Professional Services Agreement between the City of Cheyenne and Houseal Lavigne Associates, LLC for the Cheyenne-Next Comprehensive Plan update. (One Time State Distribution Funds and General Fund)

Dr. Emmons moved to approve in an amount not to exceed $351,790.00, seconded by Mr. Wolfe. Motion carried by unanimous voice vote.

Charles Bloom, Planning & Development Department Director, provided a staff report and Nik Davis, Houseal Lavigne Associates, LLC, provided additional information. Committee members Emmons and Wolfe commented on the item.

g) Grant Award Agreement between the City of Cheyenne and the Wyoming Office of Homeland Security for the Fiscal Year 2025 State Homeland Security Program. (Homeland Security grant)

Mr. Wolfe moved to approve in an amount not to exceed $142,800.00, seconded by Dr. Emmons. Motion carried by unanimous voice vote.

Captain David Janes, Police Department, provided a staff report.

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

b) Consideration of Bid #S-1-27 for a Contract between the City of Cheyenne and STC Construction Co., Inc. for the Cahill and Lions Park Pavement Restoration project. (General Fund)

Dr. Emmons moved to accept the bid in an amount not to exceed $647,154.10, seconded by Mr. Wolfe. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report and acting Chairman White commented on the item.

c) Consideration to Purchase between the City of Cheyenne and Motorola Solutions/ Absolute Solutions, Inc. for the purchase of Motorola portable, mobile, and base station radios for the Animal Control Division. (General Fund Reserves)

Mr. Wolfe moved to approve in an amount not to exceed $94,847.22, seconded by Dr. Emmons. Motion to carried by unanimous voice vote.

Eric Fountain, Compliance Director, provided a staff report. Acting Chairman White and committee member Emmons commented on the item.

d) Consideration to Purchase between the City of Cheyenne and Motorola Solutions/ Bearcom for the purchase of Motorola mobile radios for the Cheyenne Police Department. (2023-2026 Optional 1% Sales Tax Fund Fund)

Dr. Emmons moved to approve in an amount not to exceed $82,020.80, seconded by Mr. Wolfe. Motion carried by unanimous voice vote.

Captain David Janes, Police Department, provided a staff report.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:23 p.m.

Submitted by,

JMcClelland

Jennifer McClelland
Executive Assistant to the City Council