

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Tuesday, September 16, 2025, in Council Chambers and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

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

AGENDA ITEMS

6. APPLICATIONS/LICENSES/PERMITS:

- b) Application for a bar & grill liquor license filed with the City Clerk's Office for Rich Rich Up LLC d/b/a Wasabi Japanese Steakhouse, 4620 Grandview Ave. #205.

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

Kylie Soden, City Clerk, provided a staff report and Adrianna Medina, applicant's representative, was available for questions. Committee member Esquibel commented on the item.

14. RESOLUTION – Amending Resolution No. 5545, requiring the submission of an updated five-year Capital Improvement Plan and establishing a three-year review and update cycle for the plan thereafter. (SPONSOR – MR. LAYBOURN)

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

Brenda Moureaux, Deputy City Treasurer, provided a staff report.

15. RESOLUTION – Re-appropriating the Fiscal Year 2025 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – MR. LAYBOURN)

Mr. Esquibel moved to adopt, seconded by Mr. Roybal. Motion carried with Mr. Esquibel and Mr. Roybal voting “YES” and Mr. Moody voting “NO.”

Robin Lockman, City Treasurer, provided a staff report and Eric Fountain, Director of Compliance, provided additional information as requested. Committee members Moody and Roybal commented on the item, as did Ward III City Councilwoman Dr. Aldrich.

17. RESOLUTION – Directing staff to let bids for striping parking spaces and painting curbs in the Downtown area. (SPONSORS – DR. ALDRICH & MR. MOODY)

Mr. Moody moved to adopt, seconded by Mr. Esquibel. Motion carried with Mr. Esquibel and Mr. Moody voting “YES” and Mr. Roybal voting “NO”.

Ward III City Councilwoman Dr. Aldrich provided a staff report and Sophia Maes, Downtown Development Authority Administrator and Amber Ash, Mayor’s Chief of Staff, provided additional information. Committee members Laybourn, Moody and Roybal commented on the item.

18. LEASES/CONTRACTS/LEGAL:

- c) Lease agreement to allow Union Telephone Company to utilize the Parks Division Maintenance Shop to maintain a roof mount communications system to conduct telecommunications operations. (Revenue to the City)

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

Jason Sanchez, Director of Community Recreation and Events, provided a staff report and Committee members Laybourn and Moody commented on the item.

- 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)

Mr. Moody moved to approve in an amount not to exceed \$91,237.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

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

- 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 for the City of Cheyenne. (Revenue to the City)

Mr. Esquibel moved to approve in an amount of \$82,194.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

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

19. CONTRACT MODIFICATIONS:

- a) Contract Modification #1 to Contract #8035 between the City of Cheyenne, Office of Youth Alternatives and Cheyenne Regional Medical Center (CRMC) for suicidal/homicidal ideation services to youth in Laramie County. (Revenue to the City)

Mr. Roybal moved to approve in an amount not to exceed \$98,458.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

Jay Sullivan, Director of Youth Alternatives, provided a staff report and Committee members Laybourn and Moody commented on the item.

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

- a) Consideration of Bid #S-1-26 for an Agreement between the City of Cheyenne and Construction Specialists, Inc., for the High Plains Arboretum - Headhouse Roofing Replacement project. (Wyoming State Parks and Cultural Resources – Arboretum Grant)

Mr. Esquibel moved to accept the bid in an amount not to exceed \$245,700.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

Jason Sanchez, Director of Community Recreation and Events, provided a staff report and Committee member Laybourn commented on the item.

- b) Consideration of Bid #S-23-25 for an Agreement between the City of Cheyenne and S&L Industrial LLC, for the 2025 Thermoplastic Markings project. (2023-2026 Optional 1% Sales Tax Fund and 2021 Specific Purpose Option Tax Fund)

Mr. Moody moved to accept the bid in an amount not to exceed \$438,060.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Rick Amen, Traffic Engineer, provided a staff report and Committee members Laybourn and Moody commented on the item.

21. APPLICATIONS/LICENSES/PERMITS:

- a) Request to extend the time period in which 1734 Partners, LLC d/b/a 1734 Partners has to become operational for an additional year for their retail liquor license, located at 1734 Meadowland Dr.

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

Kylie Soden, City Clerk, provided a staff report and John Johnson, applicant's representative, provided additional information. Committee member Roybal commented on the item.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 12:58 p.m.

Submitted by,

A handwritten signature in blue ink that reads "Kylie Soden". The signature is written in a cursive, flowing style.

Kylie Soden
City Clerk