

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, August 2, 2021 in Council Chambers and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Scott Roybal, Chairman; Dr. Michelle Aldrich, Ken Esquibel, and Richard Johnson.

CITY STAFF: Robin Lockman, City Treasurer; TJ Barttelbort, Purchasing Manager; Jason Sanchez, Community Recreation & Events Deputy Director; Michael O'Donnell, City Attorney; Lara White, City Attorney's Office Manager; Wes Bay, Deputy City Engineer; Vicki Nemecek, Public Works Director; Craig LaVoy, Public Works Deputy Director; Brenda Moureaux, Deputy City Treasurer; Renea Jording, Transit Director; Chief John Kopper and Division Chief Byron Matthews, Fire and Rescue Department; Jeanne Vetter, Greenway & Parks Planner; Jay Sullivan, Youth Alternatives Director; Andrew Worshek, Mayor's Chief of Staff; Darrin Hass, Human Resources Director; Eric Fountain, Compliance Director; Bruce Trembath, Chief Building Official; Marilyn Sutherland, Compliance and Risk Administrator; Jacob Brady, Compliance Division Office Support Specialist; Charles Bloom, Planning and Development Director; Jason Kivisto, Irrigation Foreman; Michael Skinner, Public Information Officer; and Kris Jones, City Clerk.

OTHERS PRESENT: Mayor Patrick Collins; Pete Laybourn, City Councilman Ward I; Casey Palma, Steil Surveying; and Margaret Austin, Wyoming Tribune Eagle.

AGENDA ITEMS

18. RESOLUTION – Authorizing a one-time payment given to the full-time and permanent part-time employees of the City of Cheyenne (excluding elected officials and employees of the Cheyenne Board of Public Utilities) from funds received from the Coronavirus State and Local Fiscal Recovery Fund Established by the American Rescue Plan Act of 2021. (SPONSORS – DR. ALDRICH, MR. COOK, MR. ESQUIBEL, MR. ROYBAL, MR. SEGRAVE, AND MR. WHITE.)

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

DISCUSSION: Robin Lockman, City Treasurer, provided a staff report and advised the proposed resolution would provide a one-time payment of up to \$5,000.00 to be given to all full-time and permanent part-time employees. Ms. Lockman explained many difficulties the City faces in hiring and retaining employees, provided an example of the decreased buying power by City employees over the past few years due to the lack of raises and inflation and advised the net amount to be received by employees. Upon inquiry, Mayor Collins provided information on the decision to exclude the Board of Public Utilities from the one-time payout. Dr. Aldrich thanked the Treasurer and her staff for their work calculating the payments and expressed appreciation to all City employees.

19. LEASES/CONTRACTS/LEGAL:

- d) Grant of Access Easement and Temporary Construction Easement on City owned Property, Tract U, Sweetgrass, 2nd Filing, between the City of Cheyenne and Sweetgrass Land Co., LLC.

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

DISCUSSION: Jeanne Vetter, Greenway & Parks Planner, provided a staff report and advised the easement will allow for access to two lots from the right-of-way along Murray Road. Upon inquiry, Casey Palma, Steil Surveying, advised the easement would be permanent and noted in the future it could be platted as public right-of-way.

- e) Agreement between City of Cheyenne, Office of Youth Alternatives, and Laramie County, Wyoming for juvenile probation services. (revenue to the City)

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

DISCUSSION: Jay Sullivan, Youth Alternatives Director, provided a staff report and advised the long-standing agreement between the City and Laramie County to provide juvenile probation services at a cost of \$60,000.00 for the year and noted the dollar amount in consistent with previous payments.

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

- a) Consideration of Bid #E-40-21 for a contract between the City of Cheyenne and Goat Green, LLC, for providing vegetation management for Dry Creek and Crow Creek, for the City of Cheyenne Engineering Department. (2019-2022 1% Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$69,776.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

DISCUSSION: Wes Bay, Deputy City Engineer, provided a staff report and advised one bid was received and reviewed by the engineering department for vegetation management along Dry and Crow Creeks. Upon inquiry, Mr. Bay provided specific details of the proposed areas and noted this contract is for the current season only. Discussion included the relationship with Weed and Pest and the use of funds. Pete Laybourn, City Councilman Ward I, expressed concerns with the lack of involvement by Weed and Pest and recommended additional public education on the importance of managing vegetation including in storm water run off areas.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:20 p.m.

Submitted by,

A handwritten signature in blue ink, appearing to read "J. McClelland". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

Jennifer McClelland

Executive Assistant to the City Council