

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, September 20, 2021 in Committee Room 104 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; Stefanie Boster, City Attorney; Vicki Nemecek, Public Works Director; Division Chief Byron Matthews, Fire and Rescue Department; Eric Fountain, Compliance Director; Jacob Brady, Compliance Division Office Support Specialist; Renee Smith, Grants Manager; Tom Cobb, City Engineer; Charles Bloom, Planning and Development Director; Alessandra McCoy-Fakelman, Deputy City Attorney; Andrew Worsheck, Mayor's Chief of Staff; Chief Mark Francisco and Lieutenant Joel Hickerson, Police Department; Detective Aaron Willmarth, Police Protective Association President; Lara White, City Attorney Office Manager; Tom Mason, Metropolitan Planning Organization (MPO) Director; Jeff Gillotti, Ice and Events Manager; and Kris Jones, City Clerk.

OTHERS PRESENT: Mayor Patrick Collins; Pete Laybourn, City Councilman, Ward I; Tom Segrave, City Councilman Ward II; Keenan Hendon, Cheyenne Capitals Hockey Board President; David Benner and Bill Lindstrom, Historic Cheyenne Inc.; and Patti Riesland, Mayor's Council for People with Disabilities.

AGENDA ITEMS

8. **ORDINANCE –2nd READING –** Defining the Terms and Conditions of Employment for Sworn Officers of the Cheyenne Police Department for Fiscal Year 2021-2022. (SPONSOR – MR. ROYBAL)

Dr. Aldrich moved to approve on 2nd reading, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

DISCUSSION: Lieutenant Joel Hickerson, Police Department, provided a staff report and advised the annual policy agreement between commissioned officers and the City includes no wage increases. Upon inquiry, Lt. Hickerson, provided information related to officer residency requirements. Detective Aaron Willmarth, Police Protective Association President, provided additional information related to changes in the policy agreement including hiring practices, special holidays offered, personal days, vacation days verses vacation hours and elimination of the deputy chief position.

14. **RESOLUTION –** Reappropriating the Fiscal Year 2022 Budget of the City of Cheyenne according to the provisions of W.S. §§ 16-4-112 & 16-4-113. (SPONSOR – MR. ROYBAL)

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

NOTE: During discussion, Dr. Aldrich was briefly disconnected from the meeting and did not vote. Upon return to the meeting, Dr. Aldrich used the message function to cast an affirmative vote on item #14.

DISCUSSION: Robin Lockman, City Treasurer, provided a staff report and provided an overview of requests made in addition to the encumbrances and rollovers from the Fiscal Year 2021 budget. The highlights include a request from reserves for members of the Mayor's Council for People with Disabilities to attend training; funds from the General Fund to cover the City's portion of animal control services in Laramie County; funds from the General Fund to cover the HVAC contract increases which were not budgeted for in Fiscal Year 2022; transfer of 3 employees from the Botanic Gardens Operations and Maintenance (O&M) Fund and replaced to the General Fund; and funds from the General Fund to contract with GLM Design Group, LLC to prepare the submission package for the Economic Development Administration's American Rescue Plan Build Back Better Regional Challenge Phase 1 grant application. Upon inquiry, Renee Smith, Grants Manager, provided information related to the outsourcing of the grant application which only includes the proposal period and noted grant funds may be used to pay the contractor. Mr. Johnson thanked Councilman Dr. Rinne for his work to transfer the 3 Botanic Garden employees back into the General Fund therefore, fulfilling a goal set by the City Council during January's Goal Setting session. Upon inquiry, Ms. Lockman provided information on employees which remain funded through alternate funds. Mr. Roybal requested the information for those employees to prepare an amendment to return them to the General Fund. Eric Fountain, Compliance Director, provided information related to Animal Control services including standardization of equipment and uniforms and noted 4 officers have been hired to date.

18. LEASES/CONTRACTS/LEGAL:

- g) Contract between the City of Cheyenne, Police Department, and the Wyoming Department of Transportation for Occupant Protection High Visibility Overtime-Traffic Enforcement. (Highway Safety and Occupant Protection Hi-Vis Enforcement Grants)

Dr. Aldrich moved to approve in an amount of \$25,614.97, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

DISCUSSION: Lieutenant Joel Hickerson, Police Department, provided a staff report and advised the ongoing grant provides overtime funds to focus on enforcement on seatbelt and child restraint use. Mr. Johnson verified the amount of the grant to be received by the Cheyenne Police Department.

- h) Contract between the City of Cheyenne, Police Department, and the Wyoming Department of Transportation for Impaired Driving High Visibility Overtime-Traffic Enforcement. (Highway Safety and Impaired Driving Hi-Vis Enforcement Grants)

Mr. Johnson moved to approve in an amount of \$43,542.74, seconded by Dr. Aldrich. Motion carried by unanimous voice vote.

DISCUSSION: Lieutenant Joel Hickerson, Police Department, provided a staff report and advised the ongoing grant provides overtime funds to focus on enforcement of impaired driving.

- i) Memorandum of Understanding between the City of Cheyenne and the Tourism Promotion Joint Powers Board, d/b/a Visit Cheyenne, regarding the partnership to develop planning and design for a first phase of the Cheyenne Railroad Visitor Experience.

Dr. Aldrich moved to approve in an amount not to exceed \$120,000.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

DISCUSSION: Tom Segrave, City Councilman Ward II, provided a staff report and advised the Railroad Experience Committee (selected by Mayor Patrick Collins) requests funds for the design and planning of the first phase of the visitor experience to include modification of the City right-of-way on the south side of 15th Street from the Historic Cheyenne Depot to Reed Avenue which will allow for potential grant opportunities. Mr. Segrave advised a work session is scheduled for October 8, 2021 to discuss the project in detail. Mr. Johnson noted businesses and stakeholders along 15th Street were unaware of the plans and requested they be included. Mr. Segrave advised stakeholder meetings will be held in conjunction with Visit Cheyenne. Pete Laybourn, City Councilman Ward I, expressed concerns with the “plan to mothball the Pumphouse on Ames Avenue” and noted the location provides many connections for the Cheyenne Greenway. Dr. Aldrich thanked Mr. Segrave and Mr. Laybourn for their work to preserve the pumphouse building, voiced concerns with the word “mothball” and requested a more defined term. Charles Bloom, Planning and Development Director, provided information related to the use of the word “mothball” as an approved industry term defined to preserve the building in place. Dr. Aldrich noted she was not supportive of preserving the additions to the pumphouse building. Upon inquiry, Mr. Segrave provided information on the members who make up the Railroad Experience Committee.

- j) Rental Agreement between the City of Cheyenne, Community Recreation and Events Department, and the Cheyenne Capitals Youth Hockey Association for use of the Cheyenne Ice and Events Center. (Revenue to the city)

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

DISCUSSION: Jason Sanchez, Community Recreation & Events Deputy Director, provided a staff report and advised the agreement if for use of the center for 2 years by the hockey association.

- k) Agreement between the City of Cheyenne, Community Recreation and Events Department, and the Cheyenne Capitals Youth Hockey Association to authorize the purchase of advertising space inside the arena of the Cheyenne Ice and Events Center as identified. (Revenue to the city)

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

DISCUSSION: Jason Sanchez, Community Recreation & Events Deputy Director, provided a staff report and advised the agreement allows for proceeds from the sale of advertising in the Ice and Events Center be split between the City and the hockey association. Mr. Johnson supported the schedule of winter sporting events to include hockey, skating and curling and thanked staff.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:42 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council