

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, October 18, 2021 at the Kiwanis Community House (due to Municipal Building closure) 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: TJ Barttelbort, Purchasing Manager; Jason Sanchez, Community Recreation & Events Deputy Director; Stefanie Boster, City Attorney; Tom Mason, Metropolitan Planning Organization (MPO) Director; Jillian Harris, MPO Senior Planner; Brenda Moureaux, Deputy City Treasurer; Chief John Kopper and Andrew Dykshorn, Fire and Rescue Department; Renee Smith, Grants Manager; Andy Worshek, Mayor's Chief of Staff; Tom Cobb, City Engineer; Frank Strong, Board of Public Utilities (BOPU) Operations & Maintenance Manager; Charles Bloom, Planning and Development Director; Alessandra McCoy-Fakelman, Deputy City Attorney; Lara White, City Attorney Office Manager; Tyler Nelson, I.T. Administrator; Renae Jording, Transit Department Director; Tom Cobb, City Engineer; and Kris Jones, City Clerk.

OTHERS PRESENT: Patti Riesland, Mayor's Council for People with Disabilities; Rob Berger, Capitol City Stadium Theater; Rod Hottle and Vernon Dobelmann, United Way of Laramie County; and Erin Gates.

AGENDA ITEMS

Mr. Esquibel joined the meeting at 12:01 p.m. during discussion and prior to voting on item #7.

7. APPLICATIONS/LICENSES/PERMITS:

- a) Restaurant liquor license application filed with the City Clerk's Office for Bijou, Inc. d/b/a Capitol Cinema 16, 3410 Concord Rd., Cheyenne, WY 82001.

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

DISCUSSION: Kris Jones, City Clerk, provided a staff report and advised new liquor licensing laws allow for theaters to apply for restaurant liquor licenses and provided information on the type of alcohol to be provided at the establishment.

- 14. ORDINANCE – 2nd READING –** Creating a new Section 10.04.110, Amnesty Program, of Chapter 10.04, General Provisions, of Title 10, Vehicles and Traffic, of the Code of the City of Cheyenne, Wyoming. (SPONSOR – MR. ROYBAL)

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

DISCUSSION: Alessandra McCoy-Fakelman, Deputy City Attorney, provided a staff report and advised the creation of the proposed code is a mayoral recommendation and will allow forgiveness of fees at the Municipal Court specifically noting, at this time, parking ticket fees. Ms. McCoy-Fakelman advised the proposed program will allow for the public to pay their parking fines at the original fee (with no late or compound fees) during a specified timeframe and provided information on future collection of parking ticket fees. Ms. McCoy-Fakelman explained the ordinance is written to be used in the future with other programs and each amnesty program will be initiated with approval by resolution. Upon inquiry, Ms. McCoy-Fakelman advised she was not aware of the percentage of unpaid tickets for illegally parking in handicap accessible parking spaces but the information would be provided to the governing body. Additional discussion included notifying the public of outstanding tickets including posting a list on the City website and other types of public relations.

21. RESOLUTION – Authorizing submission of an application to the Wyoming Water Development Commission for grant funding for the Crystal Bypass Pipeline Project in the amount of \$2,546,000.00 and authorizing the Director of the Board of Public Utilities to execute the application and all related documents. (SPONSOR – MR. LAYBOURN)

Dr. Aldrich moved to adopt, seconded by Mr. Johnson. Motion carried with Dr. Aldrich and Mr. Esquibel voting “YES” and Mr. Johnson voting “NO”.

DISCUSSION: Frank Strong, BOPU Operations & Maintenance Manager, provided a staff report and advised the resolution will allow for submission of a grant application for funds to install a pipeline which will allow stage II water to bypass Crystal Reservoir directly to the Sherard Water Treatment Plant in the event of dam failure, dam maintenance or water contamination. Upon inquiry, Mr. Strong advised the next resolution is the Wyoming State Loan and Investment Board application which accompanies this grant funding.

22. RESOLUTION – Authorizing submission of an application to the Wyoming State Loan and Investment Board for a loan from the Wyoming Drinking Water State Revolving Fund for the Crystal Bypass Pipeline Project in the amount of \$1,254,000.00 and authorizing the Director of the Board of Public Utilities to execute the application and all related documents. (SPONSOR – MR. LAYBOURN)

Dr. Aldrich moved to adopt, seconded by Mr. Johnson. Motion carried with Dr. Aldrich and Mr. Esquibel voting “YES” and Mr. Johnson voting “NO”.

DISCUSSION: Frank Strong, BOPU Operations & Maintenance Manager, provided a staff report and advised the resolution is to allow for an application to the Wyoming State Loan and Investment Board for the remaining funds for the pipeline previously discussed in item #21. Upon inquiry, Mr. Strong advised the interest rate would be 2.5%.

25. LEASES/CONTRACTS/LEGAL:

- f) Human Services Agreement between the City of Cheyenne and United Way of Laramie County to provide services to various community programs. (2019-2022 1% Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$500,000.00, seconded by Mr. Johnson. Motion carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Johnson voting "NO".

DISCUSSION: Alessandra McCoy-Fakelman, Deputy City Attorney, provided a staff report and advised the agreement sets forth services and compensation to be provided with 1% Sales Tax for a term of 2 years. Dr. Aldrich recommended a review of the entities and the funds to be received (as outlined in Exhibit A) and expressed disappointment that representatives from the entities were not in attendance. Ms. McCoy-Fakelman advised a review of the entities will be completed prior to the meeting of the governing body on October 25, 2021. Rod Hottle, United Way of Laramie County, advised he is representing the entities and upon inquiry, advised annual reports on each entity can be provided to Council.

Following the vote of item #25(f) Mr. Esquibel left the meeting, due to a previous work engagement, at 12:25 p.m.

- g) Agreement between the City of Cheyenne and the Wyoming Department of Transportation (WYDOT) for a Wyoming Rural Public Transportation Grant to assist in providing a local match for operating funds for the Transit Program for Fiscal Year 2022.

Dr. Aldrich moved to approve in an amount of \$282,885.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

DISCUSSION: Renae Jording, Transit Department Director, provided a staff report and advised the annual grant will provide funds to be used to match the annual 5307 Operating Grant. Upon inquiry, Ms. Jording provided information related to matching funds for the proposed grant including the exemption for Casper and Cheyenne to provide the match and advised she would provide the exemption paperwork.

- h) 2021-2022 Collective Labor Agreement between the City of Cheyenne, Wyoming, and Cheyenne Firefighters, Local Union No. 279, International Association of Firefighters.

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

DISCUSSION: Chief John Kopper, Fire and Rescue Department, provided a staff report and advised the proposed agreement is a signed contract between the local union and the City and noted no changes have been made since the last meeting in executive session during the meeting

of the governing body on September 27, 2021. Chief Kopper advised the contract settles pending arbitration and sets a clean slate for future negotiations.

26. CHANGE ORDERS/CONTRACT MODIFICATIONS:

- a) Contract Modification #1 to Contract #7287 between the City of Cheyenne, Cheyenne Metropolitan Planning Organization (MPO), and Benchmark Engineers, PC, Cheyenne, for additional professional services for the Walterscheid Boulevard Reconstruction Plan. (MPO Federal Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$9,035.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

DISCUSSION: Jillian Harris, MPO Senior Planner, provided a staff report and advised the additional scope of work will include a traffic analysis, design plan and cost estimate for the intersection at Fox Farm and Walterscheid Boulevard as part of the corridor plan. Upon inquiry, Ms. Harris identified the funding mechanism as Cheyenne MPO Federal Funds.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:30 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council