

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, December 6, 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; Robin Lockman, City Treasurer; Craig LaVoy, Public Works Deputy Director; Tom Cobb, City Engineer; Jason Sanchez, Community Recreation & Events Deputy Director; Stefanie Boster, City Attorney; Chief John Kopper and Division Chief Andrew Dykshorn, Fire and Rescue Department; Renee Smith, Grants Manager; Charles Bloom, Planning and Development Director; Alessandra McCoy-Fakelman, Deputy City Attorney; Lieutenant Joel Hickerson and Lew Simpson, Police Department; Michael Skinner, Public Information Officer; Jeanie Vetter, Parks & Greenway Planner; Sam Crowley, Planning & Development Department; Andy Worshek, Mayor's Chief of Staff; Brenda Moureaux, Deputy City Treasurer; Lara White, City Attorney Office Manager; and Kris Jones, City Clerk.

OTHERS PRESENT: Mayor Patrick Collins; Pete Laybourn, Ward I City Councilman; Patti Riesland, Mayor's Council for People with Disabilities; Kevin Parker; Jennifer McWaters, AmVets; Stephanie Lowe, Historic Cheyenne; Jason Bogstie, Historic Preservation Board President; and Bruce Perryman, AVI Engineers.

AGENDA ITEMS

6. APPLICATIONS/LICENSES/PERMITS

- a) Limited retail liquor license transfer of location application filed with the City Clerk's Office for AmVets Post 10, from 3839 E. Lincolnway to 1820 Ridge Rd., Cheyenne, Wyoming.

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

DISCUSSION: Kris Jones, City Clerk, provided a staff report and advised the application is for a (physical) location transfer only and advised there are no other changes to the application. Upon inquiry, Jennifer McWaters, AmVets, provided information on the capacity of the new location.

- 15. **RESOLUTION** – Supporting the City of Cheyenne's application for a Land and Water Conservation Fund Grant for a restroom facility in Saddle Ridge Park. (SPONSOR – MR. ROYBAL)

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

DISCUSSION: Renee Smith, Grants Manager, provided a staff report and advised the proposed grant would fund the building of a restroom facility in Saddle Ridge Park and noted grant approval would not be available until October 2022 for the 2023 grant cycle. Ms. Smith advised the grant requires a 50% match which will be funded with collected recreation fees. [Clerk's note: At the request of the Grants Manager, it is noted there was no public comment on this grant application request]

16. **RESOLUTION** – Authorizing submission of a Federal Emergency Management Agency Preparedness Grant application under the Assistance to Firefighters Grant Program, on behalf of the Governing Body of the City of Cheyenne, for the purpose of purchasing new vehicle exhaust systems for existing fire station infrastructure. (SPONSOR – MR. ROYBAL)

Item died due to lack of motion.

DISCUSSION: Chief John Kopper, Fire and Rescue Department, provided a staff report and requested the committee vote the resolution down due to notification of ineligibility funding of diesel exhaust systems for regional grants. Upon inquiry, Chief Kopper provided information on the type of equipment and explained a future request will be for different equipment.

17. **RESOLUTION** – Authorizing submission of a Federal Emergency Management Agency Preparedness Grant application under the Assistance to Firefighters Grant Program, on behalf of the Governing Body of the City of Cheyenne, for the purpose of purchasing a new medium rescue vehicle and Rapid Intervention Team training and program development. (SPONSOR – MR. ROYBAL)

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

DISCUSSION: Chief John Kopper, Fire and Rescue Department, provided a staff report and advised the grant provides financial assistance for critical training and equipment to provide public and firefighter safety. Chief Kopper explained the funds will be used to train, equip, and develop a comprehensive Rapid Intervention Team (RIT) Program to create a highly disciplined operation capability to rescue firefighters who become lost, injured, trapped, incapacitated, or disorientated in an emergency scene or during a training operation. Chief Kopper advised an additional request is being made for a medium rescue vehicle with transport capability to act as a rescue squad daily, responding to medical calls, accidents, standby's, service calls, and mutual aid requests noting matching funds of \$38,000.00 would come from 5th and 6th Penny tax. Upon inquiry, Chief Kopper advised there would be no associated specialty pay associated with the training.

18. **RESOLUTION** – Designating the allocation of WyoLotto Revenues to the City of Cheyenne be distributed to Community Recreation and Events for the purpose of construction, remediation, and completion of quality-of-life projects in the City of Cheyenne for a five (5) year period. (SPONSOR – MR. JOHNSON)

Mr. Esquibel moved to adopt, seconded by Mr. Johnson. Mr. Johnson moved to amend the 8th WHEREAS clause by striking “following the first quarterly receipt of WyoLotto revenues to the

City in 2022” and replace it with “July 1, 2022”, seconded by Mr. Esquibel. Motion to amend carried by unanimous voice vote. Main motion as amended carried with Mr. Esquibel and Mr. Johnson voting “YES” and Dr. Aldrich voting “NO”.

DISCUSSION: Alessandra McCoy-Fakelman, Deputy City Attorney, provided a staff report and advised the resolution will earmark revenue, for the next 5-years, from the sale of WyoLotto lottery tickets be distributed to the Community Recreation & Events Department and used to fund grant match’s or tangible projects. Ms. McCoy-Fakelman advised the amendment would allow the resolution to take effect for fiscal year 2023. Upon inquiry, Robin Lockman, City Treasurer, provided an overview of budgeted revenue to be received and noted proceeds from the lottery vary from year to year. Ms. Lockman confirmed historically the revenue has been deposited into the general fund. Pete Laybourn, Ward I City Councilman, spoke against earmarking funds for a specific department. Jason Sanchez, Community Recreation & Events Deputy Director, thanked the governing body for considering earmarking funds for the department and upon inquiry provided information on annual fees collected by the department. Dr. Aldrich voiced concerns with earmarking funds for any one department.

19. LEASES/CONTRACTS/LEGAL:

- d) Telecommunications Right-of-Way License and Use Agreement between Sprint Communications Company L.P. and the City of Cheyenne.

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

DISCUSSION: Stefanie Boster, City Attorney, provided a staff report and advised the right-of-way agreement will renew an expired agreement and noted revenue will be due to the City since October of 2020.

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

- c) Consideration of Bid #S-6-22 for a contract between the City of Cheyenne and Mountain Masonry for the Airport Fountain Phase II – Terracotta Restoration. (Historic Preservation Board, SHPO Grant and CTF Grant)

Mr. Esquibel moved to approve in an amount not to exceed \$68,541.00, seconded by Dr. Aldrich. Motion carried by unanimous voice vote.

DISCUSSION: Sam Crowley, Planning & Development Department and City liaison to the Historic Preservation Board, provided a staff report and advised the proposed contract will provide restoration of the terracotta including grinding and resurfacing of existing terracotta and instillation of any new tiles. Ms. Crowley provided a history of fountain restoration and information on funding for the contract. Dr. Aldrich thanked the Historic Preservation Board and Ward III City Councilman, Richard Johnson, for their efforts to fund the restoration of the fountain.

- d) Consideration to purchase between the City of Cheyenne and Motorola Solutions / Bearcom for the purchase of Motorola APX Next radios for the City of Cheyenne Police Department, and Motorola APX 1500 radios for the City of Cheyenne Public Works Department, Street and Alley Division. (Specific Purpose Sales Tax)

Mr. Esquibel moved to approve in an amount not to exceed \$885,168.35, seconded by Dr. Aldrich. Motion carried by unanimous voice vote.

DISCUSSION: Lieutenant Joel Hickerson, Police Department, provided a staff report and advised the proposed purchase is for 130 radios for the Police Department and 11 radios for the Street & Alley Division and noted current radio equipment will be obsolete in July of 2023. Lt. Hickerson explained the transition to the new radios and advised the reason for a sole source purchase is due to compatibility of radio communications utilized in Cheyenne-Laramie County. Lt. Hickerson advised the purchase would occur before the end of the year to avoid cost increases. Upon inquiry, Robin Lockman, City Treasurer, provided information on funding and the back filling of 6th Penny funds that are currently available to the department for completion of the 2nd floor of the Public Safety Center.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:36 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council