

## **FINANCE COMMITTEE MINUTES**

A meeting of the Finance Committee was held on Monday, August 1, 2022, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Jeff White, Chairman, Dr. Michelle Aldrich, Ken Esquibel (via Zoom), and Richard Johnson.

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### **AGENDA ITEMS**

Chairman White began the meeting with a “Thank-you” to City staff for their efforts and long hours during the Cheyenne Frontier Days celebration.

**6. APPLICATIONS/LICENSES/PERMITS:**

- a) Restaurant liquor license application filed with the City Clerk’s Office for Los Aguacates Inc. d/b/a Tres Amigos Family Mexican Restaurant, 1802 Dell Range Blvd., Suite 2, Cheyenne, WY.

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

Kris Jones, City Clerk, provided a staff report.

- 10. ORDINANCE – 2<sup>nd</sup> READING – Amending Ordinance No. 4411 Defining the Terms and Conditions of Employment for sworn officers of the Cheyenne Police Department for Fiscal Year 2022-2023. (SPONSOR – MR. WHITE)**

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

Chief Mark Francisco, Police Department, provided a staff report. Committee member Dr. Aldrich commented on the item.

- 13. RESOLUTION – Supporting the Cheyenne Regional Airport Board in the application for and acceptance of federal assistance from the Federal Aviation Administration under the Airport Improvement Program to assist in funding costs related to a reimbursable agreement for Precision Approach Path Indicator and Localizer Design and Construction. (SPONSOR – MR. WHITE)**

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

Nathan Banton, Cheyenne Regional Airport Deputy Director, provided an overview of the resolution requesting governing body support.

14. RESOLUTION – Authorizing the submission of an application to the State Loan and Investment Board for a grant through Water and Sewer ARPA Grant Program Funding on behalf of the Governing Body for the City of Cheyenne for the purpose of providing critically needed flood control at East Dell Range Boulevard and Van Buren Avenue. (SPONSOR – MR. WHITE)

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

Tom Cobb, City Engineer, provided a staff report.

15. LEASES/CONTRACTS/LLEGAL:

- c) Agreement between the City of Cheyenne and the Cheyenne Animal Shelter for Animal Shelter Services. (General Fund) (POSTPONED FROM JULY 25, 2022)

Dr. Aldrich moved to approve in an amount not to exceed \$175,000.00, seconded by Mr. Johnson. Motion failed by unanimous voice vote.

Stefanie Boster, City Attorney, provided a staff report. Kris Jones, City Clerk, provided procedural information. Eric Fountain, Compliance Director, and Britney Tennant, Cheyenne Animal Shelter CEO, provided information related to services to be provided. Richard Mincer, Cheyenne Animal Shelter Legal Counsel, was available for questions. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

- d) Agreement between the City of Cheyenne, Civic Center, and I.A.T.S.E. Local 229 for production services. (Civic Center Fund)

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

Jason Sanchez, Community Recreation & Events Director, provided a staff report. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

- e) Agreement between the City of Cheyenne and Plan One Architects for architectural services for the Cheyenne Solid Waste Transfer Station original building roof replacement. (Solid Waste Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$29,190.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

- f) Professional Services Agreement between the City of Cheyenne and Patrick Engineering Inc., for the Inventory, Condition Assessment, and Data Migration of

City Facility assets to Cartegraph OMS Project. (American Rescue Plan Federal Recovery Funds)

Dr. Aldrich moved to approve in an amount not to exceed \$524,234.00, seconded by Mr. Johnson. Motion carried with Dr. Aldrich and Mr. Esquibel voting "YES" and Mr. Johnson voting "NO".

Vicki Nemecek, Public Works Director, provided a staff report. John Young, Patrick Engineering, was available for questions. Committee member Dr. Aldrich commented on the item.

- g) Professional Services Agreement between the City of Cheyenne and KLJ Engineering for the Environmental Permitting Services for the City of Cheyenne's industrial facilities. (Solid Waste Fund & 2019-2022 1% Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$45,400.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Craig LaVoy, Public Works Deputy Director, provided a staff report.

- h) Lease Agreement between the City of Cheyenne and the Cheyenne Airport Board for land to be used for Community Recreation and Events softball and baseball fields. (2019-2022 1% Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$96,602.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report. Jason Sanchez, Community Recreation & Events Director, provided additional information. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

- i) Lease Agreement between the City of Cheyenne and the Cheyenne Airport Board for land to be used for Street and Alley for Compost operations. (2019-2022 1% Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$135,457.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report.

- j) Lease Agreement between the City of Cheyenne and the Cheyenne Airport Board for land to be used for the Weed and Pest Division. (2019-2022 1% Sales Tax)

Dr. Aldrich moved to approve in an amount not to exceed \$15,457.00, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report.

17. APPLICATIONS/LICENSES/PERMITS:

- a) Request to expand seating area for consumption relating to City of Cheyenne Bar & Grill Liquor License held by Paris West Restaurant and Bar, located at 1719 Central Avenue, Cheyenne, WY.

Dr. Aldrich moved to approve contingent upon City Engineering, Building, and Planning & Development Department requirements being met, seconded by Mr. Johnson. Motion carried by unanimous voice vote.

Kris Jones, City Clerk, provided a staff report. Committee members Dr. Aldrich and Mr. Johnson commented on the item.

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