

FINANCE COMMITTEE MINUTES

A meeting of the Finance Committee was held on Monday, April 3, 2023, 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, and Scott Roybal.

AGENDA ITEMS

15. RESOLUTION – Providing for the adoption of a Fund Balance Policy in accordance with the Governmental Accounting Standard Board (GASB) Statement No. 54. (SPONSOR – MR. WHITE)

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

Robin Lockman, City Treasurer, provided a staff report. Chairman White and committee members Aldrich, Esquibel, and Roybal commented on the item.

16. RESOLUTION – Expressing the will of the Governing Body to consider specified Downtown 6th Penny Tax Project Funds for Infrastructure Enhancements for The Children’s Museum of Cheyenne. (2021 Specific Purpose Option Tax Fund) (SPONSORS – DR. ALDRICH, MR. COOK, MR. ESQUIBEL, MR. JOHNSON, MR. ROYBAL, MR. SEGRAVE & MR. WHITE)

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

Charles Bloom, Planning & Development Department Director, provided a staff report and Caroline Veit, Cheyenne Children’s Museum Board President, provided additional information. Chairman White and committee members Aldrich and Roybal commented on the item. Public comment was made by Michael White.

17. RESOLUTION – Adopting the Wyoming Region 7 Hazard Mitigation Plan 2023 Update. (SPONSOR – MR. WHITE)

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

Jeanine West, Cheyenne/Laramie County Emergency Management Director, provided an overview of the plan.

18. RESOLUTION – Authorizing the Mayor to execute settlement participation forms for the City of Cheyenne to participate in the Settlement Agreements designated as the “Teva, Allergan, CVS, Walgreens, Walmart National Opioid Settlement”. (Revenue to City) (SPONSOR – MR. WHITE)

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

Stefanie Boster, City Attorney, provided a staff report and committee members Aldrich and Roybal commented on the item.

19. LEASES/CONTRACTS/LEGAL:

- g) Business Associate Agreement between the City of Cheyenne, Cheyenne Regional Medical Center, and Dr. Clair White for the Behavioral Health Co-Response Project. (Wyoming Department of Health Grant)

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

Renee Smith, Grants Manager, provided a staff report and committee member Aldrich commented on the item.

- h) Professional Services Contract between the City of Cheyenne and Kyle M. Brandon for Public Defender Services. (General Fund)

Dr. Aldrich moved to approve in an amount not to exceed \$54,000.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Stefanie Boster, City Attorney, provided a staff report and committee member Aldrich commented on the item.

- i) Memorandum of Understanding between the City of Cheyenne and The Church of St. Mary for Olivet Cemetery grounds maintenance, irrigation, operations and administrative services. (Revenue to the City)

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

Jason Sanchez, Community Recreation & Events Director, provided a staff report and committee member Esquibel commented on the item.

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

- d) Consideration of Bid #S-17-23 for an Agreement between the City of Cheyenne and S & S Builders, LLC for the Pioneer Park Hip Roof Shelter. (Development Impact Fees & Community Development Block Grant)

Dr. Aldrich moved to accept the bid in an amount not to exceed \$115,415.00, seconded by Mr. Esquibel. Motion carried by unanimous voice vote.

Jason Sanchez, Community Recreation & Events Director, provided a staff report.

- e) Consideration of Bid #E-3-23 for an Agreement between the City of Cheyenne and Goat Green LLC for Vegetation Management for Crow Creek. (Optional 1% Sales Tax Fund & Laramie County Weed & Pest Grant)

Dr. Aldrich, moved to accept the bid in an amount not to exceed \$160,000.00, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and committee member Aldrich commented on the item.

22. APPLICATIONS/LICENSES/PERMITS:

- a) Request to relocate one dispensing area relating to City of Cheyenne Restaurant Liquor License held by Capitol Cinema 16, located at 3410 Concord Rd., Cheyenne, Wyoming.

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

Kris Jones, City Clerk, provided a staff report and committee member Roybal commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:44 p.m.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council