

## **FINANCE COMMITTEE MINUTES**

A meeting of the Finance Committee was held on Tuesday, March 4, 2025, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Pete Laybourn, Chairman; Ken Esquibel; Mark Moody; and Scott Roybal.

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### **AGENDA ITEMS**

6. APPLICATION/LICENSES/PERMITS:

- a) Renewal applications for existing City liquor licenses (retail, restaurant, limited retail, resort, bar and grill licenses, microbrewery, satellite distillery, special malt beverage and winery permits) filed with the City Clerk's Office.

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

Kylie Soden, City Clerk, provided a staff report. Chairman Laybourn and all committee members commented on the item.

13. RESOLUTION – Appointing Successor Trustees and designating specified City Officers as Trustees to the City of Cheyenne Health Benefit Trust. (SPONSOR – MR. LAYBOURN)

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

Darrin Hass, Human Resources Director, provided a staff report and Robin Lockman, City Treasurer, provided additional information. Chairman Laybourn and committee members Esquibel and Roybal commented on the item.

15. LEASES/CONTRACTS/LEGAL:

- a) Cooperative Agreement between the City of Cheyenne and the Wyoming Department of Environmental Quality for a FY2024 Clean Water Act, Section 319, Non-Point Source Implementation Grant to assist in construction of the Kiwanis Park Trail and Constructed Wetlands Project. (FY2024 CWA Section 319 Grant)

Mr. Esquibel moved to approve in an amount of \$112,904.00, seconded by Mr. Moody. Motion carried by unanimous voice vote.

Jean Anderson-Shrednik, Parks & Greenway planner, provided a staff report and following the vote on the item, Chairman Laybourn provided additional comments.

- c) Professional Services Agreement between the City of Cheyenne and Great Western Installations, Inc., for the Optimist Park – Playground Design and Installation. (CDBG-Parks Projects Grant and Development Impact Fees)

Mr. Roybal moved to approve in an amount not to exceed \$299,825.46, seconded by Mr. Moody. Motion carried by unanimous voice vote.

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

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

- c) Consideration of Bid #E-12-25 for As-Needed Emergency Snow Control for the Public Works Department. (2023-2026 Optional 1% Sales Tax Fund)

Mr. Esquibel moved to accept the bids from S&S Builders, Full Tilt, and Knife River, in an amount not to exceed \$300,000.00 for the period of 3 years, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

Vicki Nemecek, Public Works Director, provided a staff report and Jason Sanchez, Community Recreation & Events Director, provided additional information. Chairman Laybourn and committee member Moody commented on the item.

There being no further items for the agenda to come before the Finance Committee, the meeting was adjourned at 12:24 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council