

**RECORD OF PROCEEDINGS FOR THE GOVERNING BODY
OF THE CITY OF CHEYENNE
Office of City Clerk**

December 14, 2015

The Governing Body of the City of Cheyenne met in regular session on this date beginning at 6:00 p.m. in Council Chambers. Present were: MAYOR - Richard L. Kaysen; COUNCIL MEMBERS - Jim Brown, Richard Johnson, Mike Luna, Dr. Mark Rinne, Scott Roybal, Dicky Shanor, Jeff White and Annette Williams. Absent: Bryan Cook. Also present: Carol Intlekofer, City Clerk, and John Ridge, Deputy City Attorney. The pledge of allegiance was recited.

Consent Agenda. (All agenda items listed with the designation of [CA] are considered to be routine items by the governing body and will be enacted by one motion. There will be no separate discussion on these items unless a member of the governing body so requests and support by two other members is received. Any item removed from the Consent Agenda will be considered in its normal sequence on the agenda.) Upon request by Mr. Johnson, and pursuant to support received by Ms. Williams and Mr. Roybal, agenda item #34 (b) was removed from the Consent Agenda. Mr. Shanor moved to approve remaining Consent Agenda items, seconded by Mr. Luna. Motion carried. Voting "yes" -- all members of the governing body present.

[CA] Minutes from Regular Meeting of the Governing Body on November 23, 2015. Motion (per Consent Agenda) carried.

Mr. Brown and Mr. Shanor each declared a conflict of interest (business interest in voucher payable to Ameri-Tech HVAC Services and voucher payable to the State Loan and Investment Board respectively) and vacated Council Chambers. Mr. Luna moved to approve payment of vouchers as presented, seconded by Mr. Johnson. Inquiry was made concerning the following vouchers payable to: Affordable Lawn Care & Maintenance, LLC (nuisance code abatement services); Capital Lumber Co. (material to repair tree house in Lions Park); Castek (bike lane safety green paint and installation consulting); Servi Tech, Inc. (Prairie View golf course soil tests), and Summit Engineering, LLC (Saddle Ridge Greenway connection design including reimbursable expenses). Mayor Kaysen and Rick Parish, Director of Parks and Recreation, provided information in response to the inquiries. Motion carried. Voting "yes" -- all members of the governing body present in Council Chambers with the exception of Ms. Williams voting "no". Following announcement of the vote, Mr. Brown and Mr. Shanor returned to Council Chambers.

Mayor Kaysen opened a public hearing to receive comments and input for a transfer of ownership for a retail liquor license application filed with the City Clerk's Office for Scooters Scoreboard, LLC d/b/a Scooters Scoreboard Bar, 507 E. Lincolnway, Cheyenne, Wyoming (License currently held by Community Investments, Inc., 507 E. Lincolnway, Cheyenne, Wyoming). There being no comments and purpose of the hearing having been met, Mayor Kaysen closed the public hearing and referred the item to Finance Committee.

Mayor Kaysen opened a public hearing to receive comments and input for a transfer of ownership for a restaurant liquor license application filed with the City Clerk's Office for Anong's Thai Cuisine, LLC d/b/a Anong's Thai Cuisine, 620 Central Avenue, Cheyenne, Wyoming (License

currently held by Anong and Brett Larson d/b/a Anong's Thai Cuisine, 620 Central Avenue, Cheyenne, Wyoming). There being no comments and purpose of the hearing having been met, Mayor Kaysen closed the public hearing and referred the item to Finance Committee.

Mayor Kaysen opened a public hearing to determine whether compliance of annexation conditions required by Wyoming Statute §15-1-402 exist for approximately 8.68 acres of land situated in a portion of Dell Range Addition, Second Filing, North ½ Tract 31, Laramie County, Wyoming (located at the southeast corner of the intersection of Ridge Road and Summit Drive); and a portion of Summit Drive right-of-way, Laramie County, Wyoming (located between Ridge Road and College Drive). Seth Lloyd, Development Department, provided information on the area proposed to be annexed, advising that affiliated actions (zone change and plat process) are involved for property development plans. He stated requirements and compliance of annexation conditions contained in state statutes had been met. Ruth Dowell questioned the annexation area, expressing concern with City emergency services response time relative to the county fire station in the vicinity. Mayor Kaysen advised further review of the proposed annexation in conjunction with affiliated agenda items would at the next Public Services Committee meeting. There being no further comments or input and purpose of the hearing having been met, Mayor Kaysen closed the public hearing.

Mayor Kaysen opened a public hearing to hear public comment on a proposed trade of real property owned by the City of Cheyenne at the intersection of East 23rd Street and Pershing Boulevard in exchange for additional right-of-way along Pershing Boulevard to be dedicated to the public by Cheyenne Baptist Temple, a Wyoming non-profit corporation. There being no comments and purpose of the hearing having been met, Mayor Kaysen closed the public hearing.

ORDINANCE - 3rd READING - Amending Title 5, Business Licenses and Regulations, Chapter 5.76, Temporary or Transient Merchants; Residential Door-To-Door Solicitors, of the Cheyenne City Code, pertaining to a Residential Door-to-Door Solicitors Business License. Gabriel Pina spoke in opposition to the proposed 6 month license term for eligible applicants, suggesting consideration of a 3 month license instead and changing the requirement regarding the number of prior 14 day licenses the applicant had to receive to a shorter time frame (one per quarter) rather than the previous 12 months, and expressed overall concerns with the purpose of the proposed ordinance change. Reporting for Finance Committee, Mr. Brown moved to approve on third and final reading, seconded by Mr. Roybal. Discussion followed on loss of licensing revenue affiliated with the proposed 6 month vs. the current 14 day license fee; feedback received from the community regarding residents' overall dislike for door-to-door soliciting, and provisions of current city code restricting solicitors from instigating contact with residents who have posted no soliciting signs on the premises. Motion failed. Voting "yes" -- Mr. Brown, Mr. Luna and Mr. Shanor. Voting "no" -- Mr. Johnson, Dr. Rinne, Mr. Roybal, Mr. White, Ms. Williams and Mayor Kaysen.

ORDINANCE - 3rd READING - Annexing to the City of Cheyenne, Wyoming, a parcel of land of approximately 28,921.40 square feet of a portion of Monroe Avenue Right-of-Way located in a portion of the SW ¼, NE ¼, of Section 27, T.14N., R.66W., 6th P. M., Laramie County, Wyoming (located south of Green River Street and north of Rock Springs Street). Reporting for Public Services Committee, Mr. Shanor moved to approve on third and final reading, seconded by Ms. Williams. Motion carried. Voting "yes" -- all members of the governing body present. (#4104)

ORDINANCE - 3rd READING - Vacating a portion of the alley, being the easterly 14 feet of the alley adjacent to the westerly boundary of Lot 5, Block 1, Colonial Addition, Cheyenne, Wyoming (located north of and adjacent to E. 5th Avenue, east of Airport Parkway). Mr. Shanor moved to approve on third and final reading, seconded by Ms. Williams. Motion carried. Voting “yes” -- all members of the governing body present. (# 4105)

ORDINANCE - 3rd READING - Pursuant to Section 2.2.1, Zoning Map Amendments, Section 5.1.2, Zoning Districts Established, and Section 5.1.3, Official Zoning Map, of the Cheyenne Unified Development Code, changing the zoning classification from P Public to MUB Mixed - Use Business Emphasis for Lots 1, 2, and 3, Block 660, South Cheyenne, Cheyenne, Wyoming (located at the southwest corner of the intersection of E. 6th Street and Van Lennen Avenue). Mr. Shanor moved to approve on third and final reading, seconded by Ms. Williams. Motion carried. Voting “yes” -- all members of the governing body present. (#4106)

ORDINANCE - 3rd READING - Pursuant to Section 2.2.1, Zoning Map Amendments, Section 5.1.2, Zoning Districts Established, and Section 5.1.3, Official Zoning Map, of the Unified Development Code, changing the zoning classification from CB Community Business and MR-1 Medium Density Residential - Established to MUB Mixed Use Business Emphasis for Lot 1, Block 1, Cheyenne Baptist Temple Addition, Cheyenne, Wyoming (located at the southwest corner of the intersection of E. Pershing Boulevard and Logan Avenue). Mr. Shanor moved to approve on third and final reading, seconded by Ms. Williams. Motion carried. Voting “yes” -- all members of the governing body present. (#4107)

ORDINANCE - 3rd READING - Pursuant to Section 2.2.1, Zoning Map Amendments, Section 5.1.2, Zoning Districts Established, and Section 5.1.3, Official Zoning Map, of the Unified Development Code, changing the zoning classification from MR-2 Medium Density Residential - Developing to CB Community Business for Lots 14-16, Block 1; and to MR-2 Medium Density Residential - Developing for Lots 1-13 and Lots 17-26, Block 1, Dry Creek Business Park, a replat of Lots 1-20, Block 1 and Lots 1-18, Block 2, Ehernberger Subdivision, Cheyenne, Wyoming (located at the northeast corner of the intersection of North College Drive and Rock Springs Street). Mr. Shanor moved to approve on third and final reading, seconded by Ms. Williams. Motion carried. Voting “yes” -- all members of the governing body present. (#4108)

ORDINANCE - 2nd READING - Pursuant to Sections 1.1.6 and 2.4.1(b) of the Cheyenne Unified Development Code (UDC), amending Section 5.1.5 for the purpose of increasing maximum total lot coverage allowed in some residential lot types. Mr. Shanor moved to approve on second reading, seconded by Ms. Williams. Upon inquiry, Brandon Cammarata, Development Director, verified the lot types affected by the ordinance change would be types DD5, DD6, SD1 and SD2, and that type DD7 listed in the staff report was incorrect. Motion carried. Voting “yes” -- all members of the governing body present with the exception of Dr. Rinne voting “no”.

ORDINANCE - 2nd READING - Pursuant to Sections 1.1.6 and 2.4.1(b) of the Cheyenne Unified Development Code (UDC), amending Article 5, Zoning Regulations, Table 5-1, Districts and Uses, contained in Section 5.1.4, and Section 5.7.3, Accessory Dwelling Units, for the purpose

of modifying the existing regulation of accessory dwelling units and to provide an expanded as-of-right path after administrative review. Mr. Shanor moved to approve on second reading, seconded by Ms. Williams. Upon inquiry, Logan Graves, Planning Department, stated utility charges assessed for any additional dwelling unit would be pursuant to the specific utility entity's requirement involved; clarified that property taxes are assessed through the County and not the City and that any property covenants or provisions of homeowners' associations would prevail, and provided information on parking requirements. Comments followed on neighborhood aesthetics concerns, affordable housing and individual personal family need scenarios. Motion carried. Voting "yes" -- all members of the governing body present.

ORDINANCE - 2nd READING - Amending Section 2.64.030, Definitions, and deleting Section 2.64.090, Demolition Permit Review, and re-creating Section 2.64.090, Demolition Permit and Moving Permit Review, of Chapter 2.64, Historic Preservation Board, of Title 2, Administration and Personnel, of the City Code of the City of Cheyenne, Wyoming. Mr. Shanor moved to approve on second reading, seconded by Ms. Williams. Comment was made that an amendment to the definition of the term "demolition" may be offered prior to ordinance action on final reading. Motion carried. Voting "yes" -- all members of the governing body present.

ORDINANCE - 1ST READING - Pursuant to Section 2.2.1, Zoning Map Amendments, Section 5.1.2, Zoning Districts Established, and Section 5.1.3, Official Zoning Map, of the Unified Development Code, changing the zoning classification from MR-1 Medium-Density Residential-Established to MUB Mixed-Use Business Emphasis for the N½ of Lots 3 and 4; and Lot 2, Block 252, Original City, Cheyenne, Wyoming (located at the southeast corner of the intersection of E. 21st Street and Alexander Avenue) -- referred to Public Services Committee (sponsor -- Mr. Cook).

ORDINANCE - 1ST READING - Amending Ordinance No. 4081, annexing to the City of Cheyenne, Wyoming, a portion of Tract 1, H and B Tracts, situated in the NW¼ of Section 12, T.13N., R.67W., 6th P.M., Laramie County, Wyoming, to be known as Heiduck Addition Annexation (located at the southeast corner of the intersection of Southwest Drive and Interstate 80) -- referred to Public Services Committee (sponsor -- Mr. Cook).

ORDINANCE - 1ST READING - Annexing to the City of Cheyenne, Wyoming, parcels of land of approximately 8.86 acres of land situated in a portion of Dell Range Addition, Second Filing, Tract 31, Laramie County, Wyoming (located at the southeast corner of the intersection of Ridge Road and Summit Drive); and a portion of Summit Drive right-of-way, Laramie County, Wyoming (located between Ridge Road and College Drive) -- referred to Public Services Committee (sponsor -- Mr. Cook).

ORDINANCE - 1ST READING - Pursuant to Section 2.2.1, Zoning Map Amendments, Section 5.1.2, Zoning Districts Established, and Section 5.1.3, Official Zoning Map, of the Unified Development Code, changing the zoning classification from County A-1 Agricultural and Rural Residential to NR-3 Neighborhood Residential - High Density for a portion of Dell Range Addition, Second Filing, Tract 31, Cheyenne, Wyoming, to be known as Summit Park (located at the southeast corner of the intersection of Ridge Road and Summit Drive) -- referred to Public Services Committee (sponsor -- Mr. Cook).

[CA] RESOLUTION - Supporting the City of Cheyenne's application for a Land and Water

Conservation Fund Grant for a Universally Accessible Playground in Cahill Park. Motion (per Consent Agenda) carried. (#5729)

[CA] RESOLUTION - Authorizing the Mayor and the City Clerk to sign a Final Plat for Cheyenne Baptist Temple Addition, a replat of a portion of Lot 5, Block 186; Lots 1-4, Block 187; and a portion of E. 23rd Street, Original City, Cheyenne, Wyoming (located at the southwest corner of the intersection of E. Pershing Boulevard and Logan Avenue. Motion (per Consent Agenda) carried. (#5730)

RESOLUTION - Authorizing the Mayor and the City Clerk to sign a Final Plat for Dry Creek Business Park, a replat of Lots 1-20, Block 1; and Lots 1-18, Block 2, Ehernberger Subdivision, Cheyenne, Wyoming (located at the northeast corner of the intersection of North College Drive and Rock Springs Street). Mr. Shanor moved to adopt with staff conditions #1 and 2, seconded by Ms. Williams. Mr. Shanor moved to amend staff condition #1 to read as follows, seconded by Dr. Rinne: "The City shall be on the dedication note as a co-applicant and entitled to the easterly 30' of vacated right-of-way. Lot 9 shall be divided into 2 lots, one of which would be roughly 4,000 square feet and owned by the City. The City is willing to negotiate on the placement of the line and the location of the due 4,000 square feet." Motion to amend carried. Voting "yes" -- all members of the governing body present. Main motion as amended carried. Voting "yes" -- all members of the governing body present. (#5731)

[CA] RESOLUTION - Authorizing a street name change from Monroe Avenue to Frank Court for the portion of the street located north of Rock Springs Street and originally platted with Sunnyside Addition, 7th Filing, City of Cheyenne, Laramie County, Wyoming. Motion (per Consent Agenda) carried. (#5732)

[CA] RESOLUTION - Approving the budget of the Laramie County Community Juvenile Services Joint Powers Board for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016. Motion (per Consent Agenda) carried. (#5733)

[CA] RESOLUTION - Designating the Sundays during 2016 that annual liquor licensees may extend dispensing room hours of operation for sales until 2:00 a.m. the following day -- referred to Finance Committee (sponsor -- Mr. Brown).

[CA] RESOLUTION - Re-appropriating the Fiscal Year 2016 budget of the City of Cheyenne according to the provisions of W.S. §16-4-112 and 16-4-113 -- referred to Finance Committee (sponsor -- Mr. Brown).

[CA] RESOLUTION - Designating local banks as depositories for municipal funds -- referred to Finance Committee (sponsor -- Mr. Brown).

[CA] RESOLUTION - Certifying that the Governing Body of the City of Cheyenne supports the application to be submitted by the Board of County Commissioners of Laramie County, Wyoming, to the State Loan and Investment Board for BFY 2015-2016 Countywide Consensus Block Grant Funding in the amount of \$135,000 for the Town of Albin's three projects (Community Center Gym,

Rodeo Arena Completion and Town Vehicle Purchase) -- referred to Finance Committee (sponsor -- Mr. Brown).

RESOLUTION - Authorizing the Mayor and the City Clerk to execute a Memorandum of Understanding creating a partnership with F.E. Warren Force Support Squadron for the development of additional Youth Sports and Recreation Programs and Special Events -- referred to Finance Committee (sponsor -- Mr. Brown). Mr. Brown advised the item was discussed under other items for the agenda at the December 7, 2015 Finance Committee meeting and provisions of Title 2 of City Code had been met. Mr. Brown moved to adopt, seconded by Mr. Luna. Upon inquiry, Rick Parish, Parks and Recreation Director, noted the timeliness of the item was due to a scheduled public signing of the Memorandum of Understanding and affiliated documents that had been set for December 15th. Upon inquiry regarding access to F.E. Warren and security requirements, Mayor Kaysen indicated program participants' access to the base would be pursuant to F.E. Warren requirements. Motion carried. Voting "yes" -- all members of the governing body present. (Res #5734/Cont#6443)

[CA] RESOLUTION - Authorizing the Mayor and City Clerk to execute a State Historic Preservation Office Certified Local Government Grant Agreement for attendance at the 2016 Saving Places Conference -- referred to Finance Committee (sponsor -- Mr. Brown).

[CA] RESOLUTION - Amending the Neighborhood Traffic Management Program (NTMP) - 2015 which was adopted by Resolution No. 5657 -- referred to Public Services Committee (sponsor -- Mr. Roybal).

Preliminary Plat for Van Tassell Parsley Subdivision, a replat of all of Block 10; Lots 1 and 12, Block 11; Lots 1 and 17, Block 12, Interior Heights Replat and adjacent streets and alleys thereto, Cheyenne, Wyoming (located at the northeast corner of Parsley Boulevard and Van Tassell Court) (postponed from Nov. 23, 2015). Phillip Regeski, Engineering and Consulting Alliance, stated he was present to answer any questions. Mr. Shanor moved to acknowledge the Planning Commission's recommendation to approve with staff conditions #1 and 4, seconded by Ms. Williams. Discussion followed and included comments of concern pertaining to the City's liability due to risk of ground contamination; provisions of staff condition #1; legal analysis involving the City's liability; support for the project overall; proximity of the property to Dave R. Romero Community Park, and possible consideration of the development project in the future if contamination concerns are mitigated. Motion failed. Voting "no" -- all members of the governing body present.

[CA] Grant Award Agreement with the State of Wyoming Office of Homeland Security for a Grant from the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), Grant Programs Directorate, State Homeland Security Program (SHSP) Grant Fiscal Year 2015, in the amount of \$305,856.00, for the City of Cheyenne Regional Emergency Response Team #7 (Department of Homeland Security, Federal Emergency Management Agency, Grant Programs Directorate, State Homeland Security Program). Motion (per Consent Agenda) carried. (#6444)

Professional Services agreement with AVI, Inc. for preliminary design and construction observation for the 17th Street Lighting project. Pete Laybourn expressed concerns with the length

of time it has taken to move the project forward since voter approval of the 6th penny ballot proposition and questioned what efforts had been done to acquire complete project funding. He commented on agreement wording involving preliminary design and construction observation; lack of holiday tree lighting at the downtown parking structure and depot plaza, and street, curb and gutter conditions in the downtown area which involved an AVI project several years ago and quality of work concerns. Mr. Laybourn suggested the governing body reject or postpone action on the agreement. Pursuant to inquiry by Mr. Laybourn during his comments, Mayor Kaysen provided response information concerning the purpose and scope of work pursuant to the proposed agreement; project funding and revenue collection process involving the 6th penny sales tax, and constraints that affect holiday tree lighting at the parking structure and depot plaza. Mr. Brown moved to approve in an amount not to exceed \$107,340.00, seconded by Mr. Roybal. Discussion followed on lighting that had been installed on 17th Street; the City's concrete team and inspection oversight; holiday tree lighting at the downtown parking structure and depot plaza; past concrete issues on City projects, and changes that have been made to the City's construction standards. Upon inquiry, Mr. Laybourn provided clarification regarding his comments on the installation of electrical boxes at the base of trees when the plaza and parking structure were built. In response to inquiry, John Hall, City Engineer, advised he was aware that research had been conducted regarding concrete problems on the past Capitol Avenue project and that there had been no conclusive determination as to the reason for concrete failure, and Mayor Kaysen noted the City does not have the equipment to reach the tree height needed to provide for holiday lighting and that past vandalism of lights has also been a factor relative to holiday lighting. Motion carried. Voting "yes" -- all members of the governing body present with the exception of Ms. Williams voting "no". (#6445)

[CA] Cooperative Agreement between the City of Cheyenne and the Wyoming Department of Transportation for epoxy striping (2015 - 2018 1% Sales Tax) -- referred to Finance Committee.

[CA] Professional Services Agreement between the City of Cheyenne, Fire & Rescue Department, and Plan 1 Architects for professional design services for emergency response facilities (2011 - 2015 1% Sales Tax) -- referred to Finance Committee.

[CA] Agreement between the City of Cheyenne, Laramie County and Laramie County Community Juvenile Services Joint Powers Board for Juvenile Compliance and Diversion Officer services -- referred to Finance Committee.

[CA] Land Exchange Agreement with Cheyenne Baptist Temple for a portion of East 23rd Street in exchange for the dedication of an additional six feet of right-of-way for Pershing Boulevard -- referred to Finance Committee.

[CA] Grant Award Agreement between the City of Cheyenne and State of Wyoming Office of Homeland Security for a grant in the amount of \$98,000.00 for WyoLink compatible mobile radios for the Police Department (U.S. Department of Homeland Security, Federal Emergency Management Agency, Grant Programs Directorate, State Homeland Security Program, Grant Fiscal Year 2015) -- referred to Finance Committee.

[CA] Amendment No. 4 to Contract No. 3516 between the City of Cheyenne and the Wyoming

Association of Risk Management Property Insurance Joint Powers Board for an Amended and Restated Joint Powers Agreement relating to property insurance. Motion (per Consent Agenda) carried. (#3516)

[CA] Contract Modification No. 6 to Contract No. 6115 between the City of Cheyenne, Police Department, and FCI Constructors of Wyoming, LLC, to increase the construction contingency and Guaranteed Maximum Price for the Cheyenne Public Safety Center Project -- referred to Finance Committee.

[CA] Contract Modification No. 2 to Contract No. 6219 between the City of Cheyenne, Parks & Recreation Department, and RECCO, Inc., dba Five-R Company, for the Cheyenne Botanic Gardens Project to increase the Guaranteed Maximum Price -- referred to Finance Committee.

[CA] Consideration of Bid #E-13-16 for the surplus sale of bulk wood (revenue to the City). Motion (per Consent Agenda) carried (accepted bid from Mountain Services, Cheyenne).

[CA] Consideration of Bid #E-15-16 one new 2015-2016 SUV and one new mid-size pickup for the City of Cheyenne (2015-2018 1% Sales Tax). Motion (per Consent Agenda) carried (accepted bid from Spradley Barr Nissan, Laramie, WY, in an amount not to exceed \$29,390.00, and the bid from Spradley Barr Motors, Inc., Cheyenne, in an amount not to exceed \$26,742.00).

[CA] Consideration of Bid #E-16-16 for two new 2015-2016 Steiner 440 tractor mowers (or equal) for the Parks Division and for the Street & Alley Division (2011- 2014 1% Sales Tax). Motion (per Consent Agenda) carried (accepted bid from Stotz Equipment, Casper, WY, in an amount not to exceed \$51,128.80).

[CA] Consideration of Bid #E-19-16 for furnishing protective jacket and pants for structural fire fighting for the City of Cheyenne, Fire & Rescue Department -- referred to Finance Committee.

[CA] Consideration of Bid #E-17-16 for furnishing one new 2015-2016 compact skid loader for the Street & Alley Division (2015 - 2018 1% Sales Tax) -- referred to Finance Committee.

Appointments of Chuck West to Board of Adjustment; Craig E. Kerrigan and Lori Kempter-Mansell to the Housing & Community Development Advisory Council; Marcene VanDerHaar and Gary Sims to the Historic Preservation Board; Mark Gaskill to Mayor's Council for People with Disabilities. Mr. Shanor moved to approve, seconded by Mr. Luna. Motion carried. Voting "yes" -- all members of the governing body present with the exception of Mayor Kaysen who did not vote (Mayoral appointees).

Re-Appointments of Michael R. O'Donnell and John G. Knepper to the Board of Adjustment; Stephen M. Ganison, Carol Slane and Jared S. Olsen to the Housing & Community Development Advisory Council. Mr. Shanor moved to approve, seconded by Ms. Williams. Motion carried. Voting "yes" -- all members of the governing body present with the exception of Mayor Kaysen who did not vote (Mayoral appointees).

Announcement was made of the Appointments of Nicole Novotny Smith to the City Planning Commission, and Susan Garrett to the Housing & Community Development Advisory Council, to be confirmed December 28, 2015.

Announcement was made of the Re-Appointments of Kurt A. Zunker to the Fire Civil Services Commission; Rita Watson to the Personnel Commission; Gene MacDonald to the City Planning Commission; Brent Groesbeck and Joe Patterson to the Contractor Licensing Board, to be confirmed December 28, 2015.

Announcement was made of a Public Hearing to be held December 28, 2015 at 6:00 p.m. in City Council Chambers, 2101 O'Neil Avenue, Cheyenne, Wyoming, for a transfer of ownership for a resort liquor license application filed with the City Clerk's Office for 204 Fox Holdings, LLC d/b/a Holiday Inn Cheyenne, Cheyenne, Wyoming (License currently held by Hotel West I, LP d/b/a Holiday Inn Cheyenne, Cheyenne, Wyoming).

Under other business:

Pete Laybourn discussed the impact of the governing body's decisions and responsibilities regarding downtown projects, and his concerns with the lack of quality design and management involving concrete work and alkali silica reactivity problems in the past.

Gabriel Pina commented on a recent parking citation he had received in the downtown area and lack of signage to the public affiliated with violation wording on the citation.

Ms. Williams, stating there were concrete issues in her neighborhood, inquired about the City's engineering inspection procedures. John Hall, City Engineer, explained the process involving Engineering construction inspectors' oversight during concrete projects, noting that inspections occur at different times depending on the project type and when certain processes are occurring, and discussed staffing constraints; walk-throughs; warranty periods, and the practice of avoiding piecemeal repairs, when possible, due to minor problems to maintain the integrity of the initial product. Ms. Williams also questioned allowable vs. non-allowable information-type signage placed in the public right-of-way with regard to a local funeral home sign, and noted her concerns with the resolution introduced on the meeting agenda pertaining to the Neighborhood Traffic Management Program (NTMP) relative to a proposed resolution she had submitted for attorney review, and the agenda process. Mr. Roybal confirmed he had agreed to sponsor the NTMP resolution for placement on the agenda upon request by the Director of the Metropolitan Planning Organization (MPO).

There being no further business to come before the governing body, the meeting was officially adjourned at 7:50 p.m.

Submitted by,

Carol Intlekofer, MMC
City Clerk

This notice is available in alternative, accessible formats upon request.

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