

## COMMITTEE OF THE WHOLE MINUTES

A meeting of the Committee of the Whole was held on Wednesday, May 22, 2019 in Council Chambers starting at 6:00 P.M. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Jeff White, Acting Chairman; Mike Luna, Pete Laybourn, Dr. Mark Rinne, Dicky Shanor, Scott Roybal and Ken Esquibel. Absent: President Rocky Case and Bryan Cook.

**CITY STAFF:** Jason Sanchez, Community Recreation & Events Deputy Director; Teresa Moore, Community Recreation & Events Director; Vicki Nemecek, Public Works Director; Charles Bloom, Planning & Development Director; Robin Lockman, City Treasurer; TJ Barttelbort, Purchasing Manager; Darrin Hass, Human Resources Director; Alessandra McCoy-Fakelman, Deputy City Attorney; Chief Greg Hoggatt and Byron Matthews, Fire & Rescue Department; Kris Jones, City Clerk; Randy Hays, BOPU Administration Manager; Brad Brooks, BOPU Director; Randy Hickman, Street & Alley Director; Logan Sharpe, Assistant City Attorney; Wes Bay, Deputy City Engineer; Chief Brian Kozak and Laurie Klipstein, Cheyenne Police Department; Eric Fountain, Mayor's Chief of Staff; Clint Bassett, Water Treatment Manager BOPU; Matt Buelow, Lead Operator, BOPU; Jay Sullivan, Director of Youth Alternatives; Bryan Bell, Fleet Maintenance Manager; Mary Salas, Administrative Assistant City Council; Lisa Pafford, Planning and Development Deputy Director; Richard Zita, Greenway & Parks Planner; Susana Montana, Planning and Development; and Stephanie Lowe, Planning and Development and staff for the Historical Preservation Board.

**OTHERS PRESENT:** Mayor Marian Orr; Steve Knight, Wyoming Tribune Eagle; Richard Mincer, former DDA Board Member and current Cheyenne Animal Shelter Board Vice President; Lowell Harp and Tom Wilder, Bunker Busters; Anthony Ortiz; Vicki Dugger, Executive Director DDA; John Dinneen; Astrid, The Plains Hotel and of the DDA Board Vice President; Carmen Hess, Wyoming Home; and Dawn Brewstow, Our Place.

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### AGENDA ITEMS

11. **ORDINANCE – 2<sup>nd</sup> READING –** Appropriating moneys for the City of Cheyenne, Wyoming for the various purposes in conducting the municipal government of said City and fixing the amount of general and special taxes as part of the revenue required to meet the said appropriation, all for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

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

Mr. Laybourn joined the committee meeting at 6:06 P.M.

**DISCUSSION:** Mayor Marian Orr advised the proposed balanced budget does not include any supplemental requests from City Departments, noting there were significant requests relating to the growth of the City involving public safety (Police Department) and current conditions of existing fire stations. Mayor Orr provided an overview of each department's budget proposals and highlighted significant changes within the City's departments. Mayor Orr reported similar changes in multiple departments to include: Increases in worker's compensation, fleet maintenance, utility expenses and reclassification of employees. Upon inquiry, Eric Fountain, Mayor's Chief of Staff, provided information relating to the new Compliance Department and associated job descriptions/duties. Robin Lockman, City Treasurer, upon inquiry, provided information relating to the balance of the Mayor's general contingency fund. Upon inquiry, Vicki Nemecek, Public Works Director, reported the Street & Alley Department overtime could be decreased due to a payroll system error and explained there were increases to fleet parts and fuel within the department. Upon inquiry, Chief Brian Kozak, Cheyenne Police Department and Chief Greg Hoggatt, Fire & Rescue Department provided information on the Cheyenne Frontier Days overtime line item located in the Police Patrol budget and the concern that the amount was not appropriated between the two departments. Upon inquiry, Robin Lockman, City Treasurer, provided expenditures involving the Fire Departments Suppression Division through April 2019. Upon inquiry, Teresa Moore, Community Recreation & Events Director, advised that the Clean and Safe Crew maintains the Spiker and Cox parking garages therefore, their budget pays utilities for those facilities. Robin Lockman, City Treasurer, provided information concerning revenue of new meters in the Spiker and Cox parking garages. Upon inquiry, Mayor Orr, explained the difference between paying LEADS, described as a membership fee, and the position of Economic Development Director has the ability to help smaller entities and acts as a business liaison between the developer and the City. Upon inquiry, Vicki Dugger, Executive Director DDA, provided revenue information on the Mill Levy, current reserves and polices relating to expenditures of DDA reserves. Upon inquiry, Mayor Orr, reported that consideration for decreasing the DDA budget was based on complaints received regarding availability, hours of operation and the number of staff members, and advised she supports priority budget line items such as public safety. Upon inquiry, Theresa Moore, Community Recreation & Events Director and Robin Lockman, City Treasurer, advised various supervisors were removed from the Community Recreation & Events Administration Budget and placed within their respective recreation activity budget. Upon inquiry, Vicki Nemecek, Public Works Director, reported that snow removal has always been under the 1% Sales Tax Fund. Upon inquiry, Robin Lockman, City Treasurer, advised that due to a shortage in the Fleet Maintenance Fund, funds would need to be re-appropriated. Ms. Lockman provided current reserves availability and requirements that were approved through directives by the Governing Body. Ms. Lockman advised that in FY 2019, revenues involving property taxes, parking revenue and recreation fees were overestimated.

At 7:41 PM Mr. White, Acting Chairman, recessed the meeting for a 10-minute break.

Mr. White, Acting Chairman, reconvened the meeting at 7:51 PM and thanked the Mayor and City staff for their monumental work in preparation of the budget and the work sessions held and Chairman White advised that the meeting would be adjourning by 9:00 PM. Anthony Ortiz, local business owner and new building owner in the downtown area, expressed concerns relating to the Downtown Façade Program and reported he experienced difficulty working with the DDA

relating to his experience with the lack of communication. Astrid, owner of the Plains Hotel and DDA Board Vice President; Carmen Hess, owner of Wyoming Home; and Dawn Brewstow, owner of Our Place; expressed their support of the DDA including current Executive Director, Vicki Dugger; they have been impressed with the following initiatives and programs including: Attempts to get interest in the Hynds building and the hole, forty two (42) new businesses, downtown housing tours, graffiti abatement program, 6<sup>th</sup> penny funds, Cowboy Triangle, Halloween events, resident count in the downtown area and created Cheyenne Crafted. Astrid advised that she feared the momentum that has been gained would be lost if funding from the City were to be decreased. Richard Minser, former DDA Board Member, spoke on the advantage of the reserves currently held by the DDA, advising it gives them the power to drive economic development not just nibble away at it. Vicki Dugger, Executive Director DDA, advised that the budget she submitted didn't reflect money set aside for other projects, including housing incentives. Ms. Dugger advised that the funding in reserves allows for flexibility and the ability to help when needed and allows for the DDA to have a serious, positive impact on downtown. Lowe Harp, owner Bunker Buster LLC, spoke against the Cheyenne Animal Shelter's ability to handle small nuisance animals (squirrels, racoons, etc.) and road kill. Mr. Harp advised that he had sent a proposal to Council for consideration to relieve the shelter of those services. Richard Minser, Cheyenne Animal Shelter Board Vice President, spoke in support of the shelter and efficiency of the shelter and upon inquiry, confirmed that animal control officers are responsible for picking up road kill and to pick up small nuisance animals. Astrid, Plains Hotel, spoke in favor of raising wages to attract good talent, specifically the planner positions to the City of Cheyenne. Upon inquiry, Robin Lockman, City Treasurer, provided City related DDA budget and funding information relating to 2009-2018 fiscal years. Mr. Laybourn spoke in support of the DDA cuts and the thorough review of programs and their intended use of reserves. Upon inquiry, Stephanie Lowe, Planning and Development, speaking for the Historical Preservation Board, provided information relating to the Secretary of Interior standards for design assistance grants and that key historic defining features must be kept intact. Vicki Dugger, Executive Director DDA, reported that other programs are available to help downtown merchants including Capital improvement grants.

There being no further items for the agenda to come before the Committee of the Whole, the meeting was adjourned at 8:41 PM.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council