

**CITY OF CHEYENNE
MINUTES OF JOINT MEETING OF THE
PLANNING COMMISSION AND DDA BOARD
January 21, 2025
6:00 P.M.**

MEMBERS PRESENT PLANNING COMMISSION: Boyd Wiggam, Vice Chair; Tony Laird, Darrell Hibbens, Bryan Thomas, Pete Laybourn, Amy Hernandez, Lonnie Olson,

MEMBERS PRESENT DDA BOARD: Scott Roybal, Wendy Volk, Dave Teubner, Brian Bau, Lorrell Belotti, Amber Nuse (ZOOM)

MEMBERS ABSENT PLANNING COMMISSION: Bob Mathia, Chair; Meghan Conner

MEMBERS ABSENT DDA BOARD: Danica Mrozinsky, Jamie Winters, Janelle Rose, John Karajanis

CITY STAFF PRESENT: Charles Bloom, Connor White, Athen Mores, Irene Parsons

OTHERS PRESENT: Melissa Ruth and Cameron Gloss, Logan Simpson Consultants; Ashley Fyffe, Darin Westby, Glen Garrett, Councilman Laybourn

ITEM 1: CALL MEETING TO ORDER / ROLL CALL

At 6:03 Boyd Wiggam called the meeting to order.

A: Planning Commission

B: Downtown Development Authority

(both parties were in the meeting to discuss the meeting items)

ITEM 2: Disclosure (conflict of interest, Ex Patre communications, etc.)

(No discussion was held)

ITEM 3: Projects

Item A: DDA Plan of Development

Mr. Gloss presented information and a summary of the DDA plan. He brought up the schedule and stated that they are on schedule and also on budget. He continued on with his presentation pointing out key points for the phases, and the results of the community outreach plan. He presented a summary of each chapter of the plan for the project. He ended his summary and explained the next steps of the process.

Mr. Roybal asked if this was a living document, and if change needed to be added that would be possible?

Mr. Gloss answered yes, and explained how he would like to come up with a work plan.

Mr. Bloom added that the dates have changed, so the meetings will be on separate days.

Mr. Wiggam asked if there were any more additional questions?

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Mr. Olson made two comments about how he likes the funding of the project and thinks its helpful. He also thinks its helpful with outlining the DDA on weather they will be with the city or not in the future.

Mr. Teubner had no questions but gave his compliments due to a complicated process. He also commented that the committee that worked on this directly was very passionate about "stop planning and start executing", which he encourages.

Mr. Roybal reiterated a new strategy on executing plans.

Mr. Wiggam made four notes

1. Parking availability and locations, the definition of walkability. He asked where the time of walkability came from? Cheyenne may be different when it comes to walkability.
2. Redevelopment opportunities, what stuck out to him, was surface parking. It is a holding use for something with future reuse development. He notices the surface parking as possible redevelopment sites.
3. Is there any sort of value to rezoning this or is there another zone that is more appropriate?

Ms. Ruth answered question 3 that they are trying redevelopment on these vacant lots but not seeing as much success, and that a majority of the redevelopment is taking place in MUB.

4. Mr. Wiggam stated he knows about events that have been held at the hotel, and that he has not heard any discussion on hospitality and would like to see a clause in there somewhere.

Mr. Roybal stated 2-3 hotels have come in with plans, but there have been issues to prevent this, such as square footage, water tables, and no shows.

Mr. Laybourn stated they came up with some good opportunities that would work, and they all came back to the parking structure. He stated we need to look at the Plains hotel, and why it happened. Mr. Laybourn described this as a flop house. What factors go into tanking of structures, we should consider this. Is very optimistic in the way things are going. He thinks we need a better parking agenda for this specific plan.

Ms. Volk asked what prompted the plan to go forward was the starting of the Hynds building and how that building can be used.

Mr. Garrett stated he appreciates what Dave and Wendy had to say. He explained how the Hynds building is the missing tooth of downtown. The Hynds needs some sort of government help in this. He asked what is a work plan and who does it?

Mr. Garrett said each project needs a project manager specific to that project, not somebody trying to juggle several projects.

Lorrell stated there is a city manager that aids in these projects and follows the progress of each project, as a central contact for the status of each one.

Mr. Roybal stated the reasons for funding the project manager position.

Mr. Bloom stated some clarification about the Hynds building and the ownership.

Mr. Teubner gave his input on how to improve. He also brought up the parking issues in Cheyenne.

Ms. Volk commented and gave the origins of the partnership for the project.

Mr. Bau noted the work plan and thought it would be a good impact for the DDA. Could the work plan help advise the staff on how they interact with partners, staff, etc.

Mr. Gloss gave his inputs on the directions for meeting with staff and mapping out strategies for a workplan and also stated how he got the times for walkability.

Mr. Laybourn stated it's a bit late in the day to go for a work plan

Mr. Gloss stated time and budget permitting they would like to get started.

Mr. Gloss stated they would work with staff to come up with the draft for the workplan and its best to try and implement.

Mr. Garrett asked how he would explain to someone the pump house project that is outside the DDA district, in terms of staff or studies, etc.

Ms. Ruth stated the project is in the report and gave a brief report on the project.

Mr. Watson stated he would like more clarification on the scope of the pumphouse project.

Mr. Hibbens asked what the results were with the presentations that were open to the public, and the one that was presented just to businesses.

Ms. Ruth stated the results were similar, but also not the same. There was high priority for projects in the West Edge plan. The Public on the other hand wanted to focus on the smaller projects. She gave updates on why people come downtown and more.

Mr. Teubner stated that in the business plan they were asking where we were at in the planning process. We have to do a better job of communicating.

Ms. Volk stated she sold a property to make a parking lot. UP owns parking lots that are right by the depot. She would like to discuss this with members. Also noticed lots of private parking lots, and if we can work something out with them.

Mr. Westby stated he would like to see some priorities. He likes the plan and thinks it is great but would like to see actual priorities. He expressed his concerns about the next ballot if they don't get to work quickly. He would like to see some proof of conflict and would like to get with the consultants and go over the maps to go over parking and soon to be non-vacant areas the map shows different. He stated his concerns about future parking, yet he has plans to develop his property into residential, but cannot due to parking. He reiterated wanting to see shovels hitting the dirt and less visionary.

Public comment was the closed and transitioned into board discussion

Mr. Roybal gave a history on the Hole, and the processes that went in with that.

Mr. Wiggam asked for any discussion to frame a motion.

Mr. Bloom stated for clarification to have two separate motions, one by the DDA one by the Planning Commission.

Mr. Roybal made a motion to adopt as drafted by the DDA, a second was made by Ms. Volk.

Mr. Teubner made a motion to amend focusing on the Hole's importance, edits to the map, and language to the importance of the structure.

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Mr. Gloss stated they could update that and make it better.

Ms. Bellotti made a motion to approve with language yet to be approved.

Motion second by Mr. Bau.

Roll call was taken with the motion carrying.

The motion passed with all members voting yes to recommend adoption.

Mr. Olson made the same motion as the DDA board.

Mr. Hibbins second the motion.

Roll call was taken with all members voting yes. The motion passed with all members voting yes.

ITEM 4: OTHER BUSINESS/STAFF ANNOUNCEMENTS

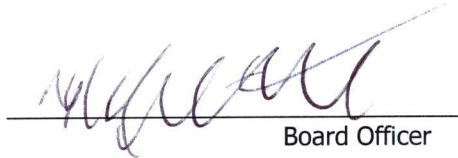
Mr. Roybal asked to meet with a board member at the DDA

Mr. White gave updates of the UDC to the planning commission.

ITEM 5: MEETING ADJOURNED 7:36



Staff Signature



Board Officer