

## **PUBLIC SERVICES COMMITTEE MINUTES**

A meeting of the Public Services Committee was held on Tuesday, April 6, 2021, via an Electronic meeting, starting at 12:00 P.M. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Dr. Mark Rinne, Chairman; Bryan Cook, Pete Laybourn, and Tom Segrave.

**CITY STAFF:** Charles Bloom, Planning & Development Director; Tom Cobb, City Engineer; Kris Jones, City Clerk; Mark Christensen, Seth Lloyd and Connor White, Planning & Development; Tom Mason, Metropolitan Planning Organization (MPO) Director; Division Chief Byron Matthews, Fire and Rescue Department; Lieutenant David Janes, Police Department; Lisa Pafford, Planning & Development Deputy Director; Teresa Moore, Community Recreation & Events Director; Eric Fountain, Compliance Division Director; and Tina Worthman, Botanic Gardens Manager.

**OTHERS PRESENT:** Mayor Patrick Collins; Dr. Michelle Aldrich, City Councilwoman Ward III; Brad Emmons and Chistofer Lovas, AVI Engineering; Jenna Green; Julian Seawright; Joe Patterson, Whitney Ranch, LLC; Nick Dodeson; John Arciniegra; Mick Cunningham; Jim Titus; Dave Straub; Debbie Martinez; and Theron Haw, President, International Fire Fighters Local 279.

---

### **AGENDA ITEMS**

12. **ORDINANCE –3<sup>rd</sup> READING –** Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from CB (Community Business) to MUB (Mixed-Use Business Emphasis) for property generally located at the southwest corner of the intersection of McCann Ave. and E. Pershing Blvd.

Mr. Cook joined the meeting at 12:03 P.M. during discussion of this item.

Mr. Cook moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

**DISCUSSION:** Lisa Pafford, Planning & Development Deputy Director, provided a staff report and advised no additional information has been provided since approval on second reading at the March 27, 2021 meeting of the Governing Body and staff continues to support approval. Chistofer Lovas, AVI Engineering, made himself available for questions.

13. **ORDINANCE –3<sup>rd</sup> READING –** Amending the Unified Development Code (UDC) Section 6.6.3.b.1, Encroachments.

Mr. Segrave moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Cook. Mr. Segrave moved to amend by substitute dated March 25, 2021, seconded by Mr. Cook. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

**DISCUSSION:** Connor White, Planning & Development, provided a staff report and advised an amendment was circulated to allow for exceptions to the height and setback requirement exceeding the allowances to be considered by the Board of Adjustment through the Conditional Use process.

14. ORDINANCE –3<sup>rd</sup> READING – Annexing to the City of Cheyenne, Wyoming, land located north of Dell Range Boulevard, west of Whitney Road.

Mr. Cook moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Segrave. Motion carried with Mr. Cook and Mr. Segrave voting “YES” and Mr. Laybourn voting “NO”.

**DISCUSSION:** Seth Lloyd, Planning & Development, provided a staff report and advised no additional information has been provided since approval on second reading at the March 27, 2021 meeting of the Governing Body and staff continues to support approval. Brad Emmons, AVI Engineering, made himself available for questions. Joe Patterson, Whitney Ranch, LLC, thanked staff for support and voiced frustration about comparisons made to this development and a nonaffiliated previous development which caused flooding issues for neighboring properties. Mr. Patterson explained the development action which caused issues has no association to this project. Mr. Patterson noted traffic, drainage, and impact studies along with construction drawings have been reviewed by staff far in advance of this development. Mr. Laybourn expressed the importance of reviewing matters related to City growth.

15. ORDINANCE –3<sup>rd</sup> READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from County A-2 Agricultural to MR Medium-Density Residential for land located north of Dell Range Boulevard, west of Whitney Road.

Mr. Cook moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Segrave. Motion carried with Mr. Cook and Mr. Segrave voting “YES” and Mr. Laybourn voting “NO”.

**DISCUSSION:** Seth Lloyd, Planning & Development, provided a staff report and advised no additional information has been provided since approval on second reading at the March 27, 2021 meeting of the Governing Body and staff continues to support approval. Brad Emmons, AVI Engineering, made himself available for questions.

16. ORDINANCE –3<sup>rd</sup> READING – Annexing to the City of Cheyenne, Wyoming, land located north of Dell Range Boulevard and east of Griffith Avenue.

Mr. Segrave moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Laybourn. Motion carried by unanimous voice vote.

**DISCUSSION:** Mark Christensen, Planning & Development, provided a staff report and advised no additional information has been provided since approval on second reading at the March 27,

2021 meeting of the Governing Body and staff continues to support approval. Upon inquiry, Mr. Christensen advised no additional correspondence has been received from adjacent landowners.

17. **ORDINANCE –3<sup>rd</sup> READING** – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from County MR (Medium-Density Residential) to MR (Medium-Density Residential) for property generally located north of Dell Range Boulevard and east of Griffith Avenue.

Mr. Segrave moved to approve on 3<sup>rd</sup> and final reading, seconded by Mr. Cook. Motion carried by unanimous voice vote.

**DISCUSSION:** Mark Christensen, Planning & Development, provided a staff report and advised no additional information has been provided since approval on second reading at the March 27, 2021 meeting of the Governing Body and staff continues to support approval.

22. **RESOLUTION** – Directing Cheyenne Fire and Rescue to evaluate all facilities and operations of the Cheyenne Fire and Rescue Department. (SPONSOR – MR. SEGRAVE)

Mr. Segrave moved to adopt, seconded by Mr. Laybourn. Motion carried by unanimous voice vote.

**DISCUSSION:** Mr. Segrave, sponsor of the item, advised this resolution is a result of concerns of sustainability of the Fire and Rescue Department and advised this resolution requests the Fire Chief to review policies and procedures in other communities and report back to the Governing Body by July 31, 2021. Mr. Cook and Mr. Laybourn voiced support for the resolution.

23. **RESOLUTION** – Directing City Staff to initiate, develop, and execute a Property Assessed Clean Energy (PACE) Program. (SPONSORS – DR. RINNE AND MR. WHITE)

Mr. Laybourn moved to adopt, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

**DISCUSSION:** Charles Bloom, Planning & Development Director, provided a staff report and advised this is the first step in establishing PACE financing ability which will allow for application of clean energy improvements to be tied to a property or building. Mr. Segrave voiced support for the program.

24. **RESOLUTION** – Authorizing the Mayor and the City Clerk to sign a final plat for Whitney Ranch, 3<sup>rd</sup> Filing, a plat of a portion of the southwest quarter of Section 23, Township 14 North, Range 66 West, of the 6<sup>th</sup> P.M., Cheyenne, Laramie County, Wyoming (located north of Dell Range Boulevard west of Whitney Road). (SPONSOR – DR. RINNE)

Mr. Segrave moved to adopt, seconded by Mr. Cook. Motion carried with Mr. Cook and Mr. Segrave voting “YES” and Mr. Laybourn voting “NO”.

**DISCUSSION:** Seth Lloyd, Planning & Development, provided a staff report and advised this final plat is associated with affiliated annexation and zoning ordinances on the agenda. Mr. Lloyd reviewed modifications to the final plat including: Rights of way have been widened, the detention area has been moved, open space parcels have been reduced in size and noted billable lots are the same. Mr. Lloyd provided information from the preliminary plat conditions which included submitting a drainage study, updating the traffic study and clarification of the extension of James Drive. Mr. Lloyd advised all conditions have been fulfilled and staff recommends approval. Upon inquiry, Tom Cobb, City Engineer, advised an onsite review could be arranged prior to the Monday, April 12, 2021 Governing Body Meeting and provided information on the analysis that has been provided by AVI Engineering. Mr. Cook and Mr. Segrave voiced interest in an onsite visit. Brad Emmons, AVI Engineering, thanked City staff for their help working on the development agreement (discussed in the Finance Committee meeting on April 5, 2021).

25. RESOLUTION – Supporting the ‘Cruise the Legend’ event held in Cheyenne. (SPONSORS – DR. ALDRICH, MR. COOK, MR. ESQUIBEL, MR. JOHNSON, DR. RINNE, MR. ROYBAL, MR. SEGRAVE AND MR. WHITE)

Mr. Cook moved to adopt, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

**DISCUSSION:** Lieutenant David Janes, Police Department, provided information on the impact of service calls related to “Cruise the Legend” events in the summer of 2020 and reported minimal impact. Lt. Janes supported the event and asked the organizers to continue to encourage safe driving habits. Upon inquiry, Lt. Janes provided examples of the types of calls for service that were received during the events. Dr. Aldrich, City Councilwoman Ward III and sponsor of the resolution, voiced support for the event noting it provides an opportunity for nonprofits to raise funds, is family friendly and brings business to the downtown area. Nick Dodeson, voiced support of the event; and provided a recap of the previous summers events and donations raised. Mr. Dodeson thanked the Cheyenne Police Department for their cooperation during the events in 2020. John Arciniegua and Debbie Martinez voiced support for continuation of the event. Mr. Cook and Mr. Segrave, sponsors of the item, voiced support of the resolution and thanked the organizers of the event. Mr. Laybourn voiced support of the resolution and event, noting there are folks following the event who are non-compliant in the downtown area.

30. ANNOUNCEMENTS/REPORTS/MOTIONS:

- c) City of Cheyenne Naming and Memorial Policy. (SPONSORS – MR. COOK AND MR. ESQUIBEL)

Mr. Cook moved to adopt, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

**DISCUSSION:** Teresa Moore, Community Recreation & Events Director, provided a staff report and provided information on the origin of this naming policy and recommended that section and page numbers may be added. Upon inquiry, Ms. Moore advised research into other community’s policies were used to develop this policy. Mr. Cook, sponsor of the item, advised in the past council and staff have requested a policy to be applied when entertaining these types of requests and supports this document as a starting point. Kris Jones, City Clerk, provided information on

the future application process and posed a question on the reference to a "Naming Ordinance" and requested consideration to change to "Naming Resolution". Upon inquiry, Ms. Jones provided information on the appropriate language for either approval or adoption of the policy. Mr. Laybourn voiced support for the policy.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:16 P.M.

Submitted by,



Jennifer McClelland

Executive Assistant to the City Council