

## **PUBLIC SERVICES COMMITTEE MINUTES**

A meeting of the Public Services Committee was instead held on Tuesday, February 4, 2020, in Committee Room 104, starting at 12:00 P.M. Those in attendance were as follows:

**COMMITTEE MEMBERS:** Rocky Case, Chairman; Scott Roybal, Dr. Rinne and Bryan Cook.  
Absent: Dicky Shanor

**CITY STAFF:** Tawn Hillenbrand, Conner White and Susana Montana, Planning and Development Department; Mike O'Donnell, City Attorney; Alessandra McCoy-Fakelman, Deputy City Attorney; Joseph Chenchar, Assistant City Attorney; Charles Bloom, Planning & Development Director; Tom Cobb, City Engineer; Brendan Ames, Chief Economic Development Officer; Kris Jones, City Clerk; Ted Miazga, Police Parking Division; Jason Sanchez, Recreation and Events Deputy Director; and Jennifer McClelland, Executive Assistant to the City Council.

**OTHERS PRESENT:** Brandon Swain and Patti Riesland, Mayor's Council for People with Disabilities (MCPW/D).

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### **AGENDA ITEMS**

9. **ORDINANCE – 3<sup>rd</sup> 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 LR Low Density Residential to NR-2 Neighborhood Residential - Medium Density for the west half of Lot 2 and all of Lot 3, Sunnyside Addition, 8<sup>th</sup> Filing, Cheyenne, Wyoming (located at the southeast corner of Dell Range Blvd. and Van Buren Ave.).

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

**DISCUSSION:** Conner White, Planning and Development Department, provided a staff report and advised that no additional information has been provided since second reading on January 27, 2020 and staff supports approval.

10. **ORDINANCE – 2<sup>nd</sup> READING** – Amending Chapters 8.40, Food and Food Service Establishments, within Title 8, Health and Safety, of the Municipal Code of the City of Cheyenne, Wyoming, and Chapters 10.12, Administration and Enforcement, 10.16, Arrest and Citation Procedure, 10.52, Stopping, Standing and Parking Generally, 10.60, Parking Limitations, 10.64, Loading and Unloading, 10.68, Critical Traffic and Parking Areas, within Title 10, Vehicles and Traffic, of the City of Cheyenne Municipal Code. (POSTPONED FROM 01-27-20)

Mr. Cook joined the committee at 12:06 P.M. during discussion and prior to the vote on agenda item #10.

This item died due to a lack of a motion.

**DISCUSSION:** Ted Miazga, Police Parking Division, provided staff report and advised Joe Chenchar, Assistant City Attorney, have been working on finalizing the ordinance. Mr. Miazga advised that one of the most important changes is from a misdemeanor to a civil penalty to reduce the amount of unpaid parking tickets. Upon inquiry, Mr. Chenchar explained that at the request of Councilman Shanor, he and Mr. Shanor have reviewed the proposed ordinance changes line by line and that it may be more efficient to break down the proposed amendments into three separate ordinance amendments, noting this proposed ordinance could be disposed of. Mr. Chenchar advised the downtown residential parking permit has initiated additional conversation from multiple stakeholders and that by breaking up the ordinance amendments, it would make it more manageable.

13. RESOLUTION – Authorizing the Mayor and City Clerk to accept for ownership, development and maintenance, land from the Sweetgrass Land Co., LLC for the purpose of greenway and open space use pursuant to the recorded Sweetgrass 1<sup>st</sup> Filing and Sweetgrass 2<sup>nd</sup> Filing subdivisions. (SPONSOR – MR. CASE)

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

**DISCUSSION:** Susana Montana, Planning and Development Department, provided a staff report and advised staff supports approval for the City to accept ownership of the development and maintenance of the proposed greenway and open space. Upon inquiry, Ms. Montana advised on the impact fees and development fees and explained that the entrance to the development will be a more robust and attractive landscaping to be maintained by the City, however, future greenway development will be a prairie like landscape. Charles Bloom, Planning and Development Director, advised the City will work with the developers on a development agreement to detail the initial lay out and the potential maintenance fees.

15. LEASES/CONTRACTS/LEGAL:

- i) Development agreement between the City of Cheyenne and Brandon Swain regarding fire access (Northwest of Marshall Road and Storey Boulevard).

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

**DISCUSSION:** Charles Bloom, Planning and Development Director, provided staff a report and advised staff supports approval of the development agreement which details criteria, expectation and maintenance responsibilities. Upon inquiry, Mr. Bloom advised the development agreement will be recorded with the property for future reference. Brandon Swain, voiced support and acknowledged City Staff's efforts on the project.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 12:20 P.M.

Submitted by,

A handwritten signature in blue ink that reads "Mary Salas". The signature is written in a cursive style with a large, stylized "M" and "S".

Mary Salas,  
Administrative Assistant to the City Council