

AGENDA
CITY OF LARAMIE, WYOMING
CITY COUNCIL REGULAR MEETING
CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE
TUESDAY, APRIL 18, 2023, 6:30 PM
(Pre-Council Meeting begins at 6:00 pm)

City Council Meetings are open to the public in accordance with W.S. 16-4-403.

Meetings are currently available in-person on a first come first serve basis, YouTube Live Feed (www.youtube.com/cityoflaramie/live), Cable Channel 191, or Zoom Webinar- Meeting ID: 867 8348 4469 Passcode: 0186020 via internet, app, or telephone 1(669)900-9128. Public comments during the meeting may be provided in-person or via Zoom meeting. Public comments may also be

submitted via email: council@cityoflaramie.org. Please

email: clerk@cityoflaramie.org to request speaking time during the 30-minute public comment periods on non-agenda items by no later than 3:00 pm on the day of the meeting. Limited speaking slots may be assigned by lottery for non-agenda items when more than 10 requests are received; public comments may also be submitted in writing to council@cityoflaramie.org for the record.

Requests for accommodations from persons with disabilities must be made to the City Manager's Office 24 hours in advance of a meeting. Pre-meetings are held prior to Regular Council Meetings at 6:00 pm for the purpose of discussing items on the Council's consent agenda for the Regular Meeting and the scheduling of items on Council's agenda.

Please be advised no additional agenda item will be introduced at a Regular City Council meeting after the hour of 9:30 pm, unless the majority of the City Council members present vote to extend the meeting.

Public comment is limited to three (3) minutes per speaker. Written public comment shall be submitted to the City Clerk for dissemination and retention for official City records, or submitted to the City Council through electronic correspondence at council@cityoflaramie.org. Full text available in Council Rules of Procedure and Code of Conduct 4.02 and Appendix B and C.

Written materials and other items must be submitted six (6) days in advance of the meeting (sooner if there are holidays prior to the meeting) in order that copies may be included with the agenda and to give the council an opportunity to review the material in advance of the appearance.

Zoom Link: <https://cityoflaramie.zoom.us/j/86783484469?>

1. CALL TO ORDER

2. Pledge of Allegiance

3. Roll Call

4. Public Comment on Non-Agenda Items (Aggregate time limit 30 minutes)

(Limit of 3 minutes per speaker.)(Written or other materials must be submitted to the City Clerk for public record and dissemination six (6) days prior to the meeting per City Council Rules of Procedure Appendix B.)

5. Consideration of Changes in Agenda and Setting the Agenda

A. MOTION BY ____, seconded by ____, that the following changes to the Agenda be approved:

B. MOTION BY ____, seconded by ____, that the Agenda be set as submitted or changed.

6. PROCLAMATIONS/PUBLIC HEARINGS/NOTIFICATIONS

6.A. PROCLAMATIONS & PRESENTATIONS

6.B. PUBLIC HEARING

6.B.i. PUBLIC HEARING: Original Ordinance No. 2057, Amending Laramie Municipal Code Chapter 2.56 Related to Purchasing

Documents:

[PH OO2057-2059 4-18-23.pdf](#)

6.B.ii. PUBLIC HEARING: Original Ordinance No. 2058, Amending Laramie Municipal Code Section 9.16 Regulating Handbills Upon Private Property-When Nuisance Declared

Documents:

[PH OO2057-2059 4-18-23.pdf](#)

6.B.iii. PUBLIC HEARING: Original Ordinance No. 2059, Adding to Laramie Municipal Code Section 2.54 Creating the Ranch Advisory Commission

Documents:

[PH OO2057-2059 4-18-23.pdf](#)

6.B.iv. PUBLIC HEARING: Proposed Sale of Public Property described as the North Ten (10)feet of Lot 3, Block 218, City of Laramie, formerly the Town of Laramie, Albany County, Wyoming to Strothram Properties, LLC, without Calling for Bids as City Council has

Determined that the Sale will Benefit the Economic Development of the Municipality

Documents:

[Hollyhock Land Sale Legal Notice.tf.pdf](#)

6.C. ANNOUNCEMENTS

6.C.i. Monthly Staff Recognition

- O'Wayne Dempsey, Sr. Solid Waste Operator (Rock Star of the Month)
- John Tonascia (Kudos Korner)

7. Disclosures by City Council Members

8. Approval of Consent Agenda

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

MOTION BY _____, seconded by _____, that the Consent Agenda be approved and that each specific action on the Consent Agenda be approved as indicated.

9. CONSENT AGENDA

9.A. MINUTES: City Council Meeting Minutes from March 28 and April 4, 2023

Action:

that Council approve the Minutes of the following City Council meetings: the Public Hearing on March 28 ,2023 and the Regular Meeting of April 4, 2023, and have them placed on file for public inspection.

[Bartholomew, CC]

Documents:

[Minutes 4-4-23.pdf](#)

[PH Liquor License Renewal 3-28-23.pdf](#)

9.B. CEMETERY DEEDS: Cemetery Deeds for April 1-15, 2023

Action:

that the Cemetery Deeds for April 1-15, 2023, be accepted, the Mayor and City Clerk be authorized to sign and have them recorded in the Office of the County Clerk.

[Feezer, ACM]

9.C. AGREEMENT- INTERGOVERNMENTAL: 2023 Wildland Fire Management Annual Operating Plan

Action:

that Council approves the 2023 Wildland Fire Management Annual Operating Plan (AOP) between the City of Laramie, Wyoming and the United States Forest Service (USFS); and authorizes the Fire Chief and Mayor to sign.

[Johnson, Fire Chief]

Documents:

[Coversheet 2023 AOP.pdf](#)
[2023 AOP Master.pdf](#)
[2023 AOP Attachment B.pdf](#)
[2023 AOP Signature Page.pdf](#)
[2023 AOP Directory.pdf](#)
[2023 AOP Maps.pdf](#)
[2023 AOP Glossary of Terms.pdf](#)

9.D. GRANT: Authorization to submit a State Homeland Security Program grant application to the Wyoming Office of Homeland Security

Action:

move to authorize the Laramie Fire Department to submit a State Homeland Security Program (SHSP) grant application to the Wyoming Office of Homeland Security (WOHS) in an amount not to exceed \$273,000.00 for the purpose of supporting Regional Emergency Response Team #3 (RERT #3).

[Johnson, Fire Chief]

Documents:

[Coversheet 2023 SHSP Grant Authorization.pdf](#)
[2023 SHSP grant preapplication.pdf](#)

9.E. BID AWARD: Unit 887 Hybrid Pickup Truck without Trade-In

Action:

I move to award the bid for Unit 887 Hybrid Pickup Truck without Trade-In to Ken Garff, Cheyenne, WY in the total amount of \$56,415.00 and authorize the Mayor and City Clerk to sign.

[Webb, PW]

Documents:

[Cover Sheet Unit 887.pdf](#)
[Unit 887 Bid Recommendation.pdf](#)
[Unit 887 Signed Contract.pdf](#)

9.F. AGREEMENT: Service Contract with Rocky Mountain Power for North Side Tank Pump Station

Action:

I move to approve the General Service Contract between Rocky Mountain Power and the City of Laramie for the North Side Tank Pump Station in the

amount of \$70,380.12, amend the Water Fund budget accordingly, and authorize the Mayor and City Clerk to sign.

[Webb, PW]

Documents:

[Cover Sheet Rocky Mtn Power for North Side Tank.pdf](#)

[General Contract Rocky Mtn Power.pdf](#)

9.G. CONTRACT: Consideration of a contract between the City of Laramie and The Lock Shop of Cheyenne, Cheyenne, Wyoming for the design and installation of a Wi-Fi door security and access system at the City of Laramie Municipal Operations Center

Action:

that Council approve the contract between the City of Laramie and The Lock Shop of Cheyenne, Cheyenne, Wyoming for the design and installation of the Wi-Fi door security and access system at the City of Laramie Municipal Operations Center in an amount not to \$72,315.19 plus an additional \$1,500.00 for contingencies for total not to exceed project of \$73,815.19 and authorize the Mayor and City Clerk to sign.

[McIntyre, Facilities/Feezer, ACM]

Documents:

[Cover sheet MOC Wi-Fi contract.pdf](#)

[MOC door Wi-Fi Lock Shop of Cheyenne Contract.pdf](#)

9.H. LICENSE: New Dispensing Area for Restaurant Liquor License No. R68 Studio City Movie Palace

Action:

to acknowledge the receipt of and approve the new dispensing area for Movie Palace Inc, dba Studio City UW Plaza Cinemas located at 2433 Grand Ave.

[Bartholomew, CC]

Documents:

[Cover Sheet R68 Movie Palace dispensing area change 4-18-23.pdf](#)

[Movie Palace Map.pdf](#)

[Studio City Picture.jpeg](#)

9.I. LICENSE: Temporary Use of Retail Liquor License No. 15 WRCH-Laramie, LLC in Albany County on April 27-29, 2023, 4:30pm- 6:30 pm, for UW Rodeo

Action:

move that City Council approve temporary use of City of Laramie Liquor License No. 15 WRCH-Laramie, LLC at Hansen Teaching Arena located at 470 WY-230, Laramie, WY in Albany County for the UW Rodeo on April 27-29, 2023, from 4:30 pm to 6:30 pm.

[Bartholomew, CC]

Documents:

[Cover Sheet, temp use in Albany County WRCH LLC 4-27_29 .pdf](#)
[Catering App.pdf](#)

9.J. RESOLUTION: Resolution 2023-31, Appointing Nominating Committee to Recommend a Slate of Candidates and Terms of Office to Establish the Board of Commissioners for the Laramie Urban Renewal Agency

Action:

move to approve Resolution 2023-31, appointing nominating committee to recommend a slate of candidates and terms of office to establish the Board of Commissioners for the Laramie Urban Renewal Agency, and authorize the Mayor and Clerk to sign.

[Jordan, CM]

Documents:

[DescriptionURANominatingCmmtee.pdf](#)
[Reso 2023-31 LURASlateofMembers.pdf](#)

9.K. RESOLUTION: Resolution 2023-32, Appointing One Member to the Planning Commission/Board of Adjustment/Board of Appeals/Solar Board of Review for the City of Laramie, Wyoming

Action:

to approve City Council Resolution 2023-32, appointing Donal O'Toole, to a term expiring October 31, 2024, to the Planning Commission/Board of Adjustment/Board of Appeals/Solar Board of Review for the City of Laramie, Wyoming, and authorize the Mayor and Clerk to sign the Resolution.

[Teini, Planning Manager]

Documents:

[Cover Sheet Reso 2023-32 4-18-23.pdf](#)
[Reso 2023-32 Appt One Member Planning Commission 4-18-23.pdf](#)

9.L. PURCHASE AGREEMENT: Sale and Purchase of Real Property between City of Laramie and Maverik, Inc.

Action:

move to approve the agreement to purchase approximately 496.63 square feet of real property from Maverik Inc. for the construction of the 3rd Street and Bill Nye Traffic Signal Project for a total of \$2,880.16 and authorize the Mayor and City Clerk to sign.

[Webb, PW]

Documents:

9.M. QUITCLAIM DEED: Quitclaim Deed conveying 0.31 acres of land to the City of Laramie

Action:

to approve the Quitclaim Deed conveying an approximately 0.31 acre parcel of land to the City of Laramie.

[Teini, Planning Manager]

Documents:

[CC Cover Sheet Quitclaim B2, Lot 3 4.18.2023.pdf](#)
[Quitclaim Deed to COL Poledna B2, L3 Signed.pdf](#)
[Final Plat Poledna Add Replat of B4 and 5 Overland Add.pdf](#)

9.N. QUITCLAIM DEED: Quitclaim Deed conveying 0.10 acres of land to the City of Laramie

Action:

to approve the Quitclaim Deed conveying an approximately 0.10 acre parcel of land to the City of Laramie.

[Teini, Planning Manager]

Documents:

[CC Cover Sheet Quitclaim B1, Outlot 1 4.18.2023.pdf](#)
[Quitclaim Deed to COL Poledna B1, Outlot 1 Signed.pdf](#)
[Final Plat Poledna Add Replat of B4 and 5 Overland Add.pdf](#)

9.O. QUITCLAIM DEED: Quitclaim Deed conveying 0.31 acres of land to the City of Laramie

Action:

to approve the Quitclaim Deed conveying an approximately 0.31 acre parcel of land to the City of Laramie.

[Teini, Planning Manager]

Documents:

[CC Cover Sheet Quitclaim B2, Outlot 1 4.18.2023.pdf](#)
[Quitclaim Deed to COL Poledna B2, Outlot 1 Signed.pdf](#)
[Final Plat Poledna Add Replat of B4 and 5 Overland Add.pdf](#)

9.P. QUITCLAIM DEED: Quitclaim Deed conveying 0.21 acres of land to the City of Laramie

Action:

to approve the Quitclaim Deed conveying an approximately 0.21 acre parcel of land to the City of Laramie.

[Teini, Planning Manager]

Documents:

[CC Cover Sheet Quitclaim 0.21 acres 04.18.2023.pdf](#)
[Signed Quitclaim Deed to COL 0.21 Acres.pdf](#)

9.Q. SCHEDULE MEETINGS:

that the following meeting be scheduled:

- a. April 25, 2023, 6:00 pm – WORK SESSION: Laramie Regional Airport Update
- b. April 25, 2023, 6:00 pm – WORK SESSION: Changes to State Loan and Investment Board process for awarding grants and loans
- c. May 9, 2023, 6:00 pm (cancel) – WORK SESSION: Supplemental Budget

10. REGULAR AGENDA

**11. Award of Bid: Unit 679 Refuse Collection Truck with Trade-In
[Webb, PW]**

Documents:

[Cover Sheet Unit 679.pdf](#)
[Unit 679 Bid Recommendation.pdf](#)
[Unit 679 Signed Contract.pdf](#)

**12. Award of Professional Engineering Services Agreement for the West Laramie Main Lift Station Project
[Webb, PW]**

Documents:

[Cover Sheet PES W LRME Main Lift.pdf](#)
[PES Agrmt W LRME Main Lift Signed.pdf](#)

**13. Approval of a License Agreement with the University of Wyoming to Construct, Use & Maintain Utilities in the Public Right-of-Way (9th Street, between Lewis and Ivinson)
[Webb, PW]**

Documents:

[Cover Sheet License Agreement UW 9th Street.pdf](#)
[LICENSE AGREEMENT 9th Street.pdf](#)
[PandR Master Plan March 2016_ServiceArea5_9thSt.pdf](#)
[9th Street License Agreement Presentation_City Council 4.18.2023jj_ESJ \(002\).pdf](#)

14. Consideration of a Land Purchase Agreement between the City of Laramie and Strotham Properties, LLC

[Jordan, CM]

Documents:

[DescriptionStrothramPropertiesPurchaseAgreement.pdf](#)
[Purchase AgreementStrothram.HollyhockLot04182023.pdf](#)

15. Original Ordinance No. 2057, Amending Laramie Municipal Code Chapter 2.56 Related to Purchasing

Second Reading. (Introduced by Newman)

[Webb, PW]

Documents:

[Cover Sheet OO2057 LMC 2.56 2nd Reading.pdf](#)
[Proposed Change LMC 2,56_2nd read.pdf](#)
[SF0164 Engrossed.pdf](#)
[SF0164 Summary.pdf](#)

16. Original Ordinance No. 2058, Amending Laramie Municipal Code Chapter 2.56 Regulating Handbills Upon Private Property- When Nuisance Declared

Second Reading. (Introduced by Summerville)

[Jordan, CM]

Documents:

[DescriptionLMC9.16Handbills.pdf](#)
[LMC9.16AMENDINGHandbills.pdf](#)

17. Original Ordinance No. 2059, Adding Laramie Municipal Code Section 2.54 Creating the Ranch Advisory Commission

Second Reading. (Introduced by Pearce)

[Jordan, CM]

Documents:

[DescriptionLMC2.54RanchAdvisoryCommission.pdf](#)
[OriginalOrdinanceEstablishingRanchAdvisoryCommittee.pdf](#)

18. Original Ordinance No. 2060, an Ordinance Amending Title 15 of Laramie Municipal Code for the Purposes of Amending the Comprehensive Plan Amendment Review Procedure

Introduction and First Reading.

[Gabathuler, Principal Planner]

Documents:

[Ord 2060 Cover Sheet_Council 04.18.23.pdf](#)
[TA-23-01 Ord 2060 1st reading_.pdf](#)
[TA-15-06 6-22-2015 PC Staff Report.pdf](#)
[TA-23-01 PC Staff Report_03_27_2023.pdf](#)

**19. Resolution 2023-33, authorizing the award of \$221,190 in Community Partner Funds Contingent on the Adoption of the Fiscal Year 2023/2024 Budget and on the Availability of Funds
[Jordan, CM]**

Documents:

[Background.PartnerAgencyFundingFY23-24.pdf](#)
[Resolution 2023-33 Community Partner Funding - 4.18.2023.pdf](#)

20. Public Comments

(Please observe the time limit of three (3) minutes per speaker.)

21. Consideration of Future Council Work Session Topics

Documents:

[Future Work Session Topics 4-18-2023.pdf](#)
[Upcoming Meetings 4-18-23 revised.pdf](#)

22. Adjourn to Executive Session regarding Litigation, WY § 16-4-405(a)(iii).