

# AGENDA

## CITY OF LARAMIE, WYOMING

### CITY COUNCIL REGULAR MEETING

CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE  
TUESDAY, OCTOBER 3, 2023, 6:30 PM  
(Pre-Council Meeting begins at 6:15 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](http://www.youtube.com/cityoflaramie/live)), Cable Channel 191, or Zoom Webinar- Meeting ID: 837 1879 6424 Passcode: 539879 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](mailto:council@cityoflaramie.org). **Please email: [clerk@cityoflaramie.org](mailto: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](mailto: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 6:15 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](mailto: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/83718796424?pwd=d0swZEFMSThFbUZZTeGFpYmVmTkN3dz09>

**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.A.i. PROCLAMATION: Manufacturing Day**

Documents:

[Manufacturing Day Proclamation 2023.pdf](#)

**6.B. PUBLIC HEARING**

**6.B.i. PUBLIC HEARING: Original Ordinance No. 2066, Amending Multiple Sections within Titles 5 and 15 of the Laramie Municipal Code for the Purpose of Updating Definitions, Uses, Dimensions in City Code as a Standard Practice**

Documents:

[Legal Ad CC Public Meeting 10-3-2023.pdf](#)

**6.B.ii. PUBLIC HEARING: New Bar and Grill Liquor License No. BG-13 for Regal Cinemas Inc dba Regal Cinemas Fox 6 Located at 505 South 20th Street**

Documents:

[PH Notice New BG-13 Regal Cinemas Inc 10-3-23.pdf](#)

**6.B.iii. PUBLIC HEARING: Transfer of Resort Liquor License No. RT-4 to**

**SHG Laramie, LLC dba Hilton Garden Inn Laramie Located at 2229 Grand Avenue**

Documents:

[PH Notice Transfer RT-4 SHG Laramie LLC 10-3-23.pdf](#)

**6.C. ANNOUNCEMENTS**

**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 September 19, 2023**

**Action:**

that Council approve the Minutes of the following City Council meetings: the Regular Meeting of September 19, 2023, and have them placed on file for public inspection.

**[Bartholomew, CC]**

Documents:

[Minutes 9-19-23.pdf](#)

**9.B. MINUTES: Minutes from the July 13, 2023 Traffic Safety Commission Meeting**

**Action:**

move to acknowledge receipt of the July 13, 2023, Traffic Safety Commission Minutes and place them on file for public inspection.

**[Webb, PW]**

Documents:

[07.13.23 TSC Minutes Combined.pdf](#)

**9.C. MINUTES: Minutes from the Laramie Regional Airport Joint Powers Board Regular Meeting on August 16, 2023**

**Action:**

to acknowledge receipt of the Laramie Regional Airport Joint

Powers Board regular meeting minutes from August 16, 2023 and place them on file for inspection.

**[Bartholomew, CC]**

Documents:

[8.16.23 Board Meeting Minutes LRAB F.pdf](#)

**9.D. MINUTES: Minutes from the Downtown Development Authority Meeting on August 8, 2023**

**Action:**

to acknowledge receipt of the Downtown Development Authority regular meeting minutes from August 8, 2023 and place them on file for inspection.

**[Bartholomew, CC]**

Documents:

[DDA Minutes 8.8.2023.pdf](#)

**9.E. CEMETERY DEEDS: Cemetery Deeds for September 1-15, 2023**

**Action:**

that the Cemetery Deeds for September 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.F. VOUCHERS: September 2023**

**Action:**

that the following Resolution be adopted: BE IT RESOLVED: that all vouchers approved by the Finance Committee be allowed, warrants drawn on proper City funds in payment thereof, and the vouchers be placed on file in the Treasurer's Office subject to public inspection; and that Council authorize payment for the month-end payroll, light and gas charges, telephone charges, employee travel, other employee reimbursements, pay advances, refunds for City services, recording fees, postage, lease purchase and bond payments, self-funded employee health insurance claims, miscellaneous insurance claims, Council-approved bid items, outside attorney fees, other consulting fees, before normal City Council approval on the first Tuesday of October. These expenditures are to be paid subject to audit by the City of Laramie Finance Department.

**[Wade, ASD]**

**9.G. AGREEMENT: Temporary Construction Permit Agreement with the Wyoming Department of Transportation Related to the 3rd Street Project**

**Action:**

I move to approve the Agreement with the Wyoming Department of Transportation for a Temporary Construction Easement related to the 3rd Street Project and authorize the Mayor to sign the Permit Agreement and the Official Receipt.

**[Webb, PW]**

Documents:

[Cover Sheet Temp Construction Permit WYDOT 3rd St Project.pdf](#)  
[Permit Agreement.pdf](#)  
[Exhibit A map.pdf](#)  
[Official Receipt.pdf](#)  
[Appraisal Summary and Report.pdf](#)

**9.H. AGREEMENT: Collective Bargaining Agreement - COL & Firefighters Local 946, IAFF**

**Action:**

move to approve and ratify FY 2023-2024 Collective Bargaining Agreement/changes between City of Laramie and International Association of Firefighters Union, Local 946, and authorize the Mayor and City Clerk to sign.

**[Russell, HRD]**

Documents:

[CBA Changes 07 01 23 for Council.pdf](#)  
[CBA 23-24 draft.pdf](#)  
[Fire council cover sheet 2023-2024.pdf](#)

**9.I. AGREEMENT: Consideration of a Land and Water Conservation Fund grant agreement between the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and the City of Laramie for the construction of Rotary Clubs Park at Grand View Heights**

**Action:**

that City Council approve the Land and Water Conservation Fund grant agreement between the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and the City of Laramie in the amount of \$436,224.00 for the construction of Rotary Clubs Park at Grand View Heights and authorize the Mayor and Clerk to sign.

**[Hunter, Parks/Feezer, ACM]**

Documents:

[Rotary Clubs Park LWCF Agreement Cover Sheet.pdf](#)

**9.J. LICENSE: Notice of Change of Serving Areas for Club Liquor License No. F1 Laramie Lodge No. 390 Loyal Order of Moose**

**Action:**

that City Council move to acknowledge the receipt of and approve the additional dispensing area for Laramie Lodge No. 390 Loyal Order of Moose located at 409 S 3<sup>rd</sup> Street.

**[Bartholomew, CC]**

Documents:

[Cover Sheet F1 Laramie Lodge Moose Floor Plan change 10-3-23.pdf](#)  
[WOTM Map.pdf](#)

**9.K. RESOLUTION: Consideration of Resolution 2023-70, Supporting the Submission of a Grant Application to the Wyoming Department of State Parks and Cultural Resources for a Land and Water Conservation Fund Grant to Support the Replacement of the Optimist Park Play Structure with an All-Inclusive Play Area**

**Action:**

that City Council approve Resolution 2023- 70, supporting the submission of a grant application to the Wyoming Department of State Parks and Cultural Resources for a Land and Water Conservation Fund Grant in an amount not to exceed \$300,000.00 to support the replacement of the Optimist Park play structure with an all-inclusive play area and authorize the Mayor and Clerk to sign.

**[Hunter, Parks/Feezer, ACM]**

Documents:

[Resolution 2023.70 LWCF Application.Optimist Playground Replacement Cover Sheet.pdf](#)  
[LWCF Resolution.Optimist Playground Replacement 2023.pdf](#)

**9.L. SCHEDULE MEETINGS:**

that the following meeting be scheduled:

- i. October 10, 2023, 6:00 pm - PUBLIC HEARING: WBC Grant for the Civic Center
- ii. October 10, 2023, 6:00 pm - SPECIAL MEETING: WBC Grant for the Civic Center
- iii. October 10, 2023, 6:00 pm - WORK SESSION: KOA Hills Update on the Enterprise Resource Planning (ERP) Software
- iv. November 28, 2023, 6:00 pm - WORK SESSION: Bonneville Environment Foundation's Solar for All BEF Grant Application
- v. November 28, 2023, 6:00 pm - WORK SESSION: Community Partner Funding

**10. REGULAR AGENDA**

- 11. Resolution 2023-71, Appointing Five Members and a Council Liaison to Establish the Laramie Police Advisory Board**  
[Jordan, CM]

Documents:

[DescriptionLPABCandidateRecommendation.pdf](#)  
[Reso 2023-71 LPABSlateofMembers \(002\).pdf](#)

- 12. Resolution 2023-69, Appointing One Member to the Laramie Youth Council**  
[Bartholomew, CC]

Documents:

[Cover Sheet Reso 2023-69 Appointing One LYC 10-3-23.pdf](#)  
[Reso 2023-69 appt one member LYC 10-3-23.pdf](#)

- 13. Award of Bid: Ten (10) SUV Police Package Patrol Vehicles with Trades**  
[Webb, PW]

Documents:

[Cover Sheet 10 SUV police package patrol vehicles.pdf](#)  
[10 Police Patrol package SUV Bid Recommendation.pdf](#)  
[Bid Contract Signed.pdf](#)  
[Reso 2023-67 Budget Amend Police Vehicles 9-5-23.pdf](#)

- 14. Resolution 2023-72, Budget Amendments for FY 2023 and FY 2024**  
[Wade, ASD]

Documents:

[Cover Sheet Budget Resol 2023-72.pdf](#)  
[Budget Memo Resol 2023-72.pdf](#)  
[Budget Amendment Resol 2023-72.pdf](#)

- 15. New Bar and Grill Liquor License No. BG-13 for Regal Cinemas, Inc dba Regal Cinemas Fox 6 located at 505 South 20th Street**  
[Bartholomew, CC]

Documents:

[Cover Sheet LL New Bar and Grill BG-13 Regal Cinemas Inc 10-3-23.pdf](#)  
[PH Notice New BG-13 Regal Cinemas Inc 10-3-23.pdf](#)  
[BG-13 New Regal Cinemas Inc 10-3-23\\_Redacted.pdf](#)

- 16. Transfer of Resort Liquor License No. RT-4 from Hotel Investments Services GI Inc to SHG Laramie, LLC dba Hilton Garden Inn Laramie located at 2229 Grand Avenue**

**[Bartholomew, CC]**

Documents:

[Cover Sheet LL Transfer-RT-4 SHG Laramie, LLC 10-3-2023.pdf](#)  
[PH Notice Transfer RT-4 SHG Laramie LLC 10-3-23.pdf](#)  
[RT-4 Transfer SHG Laramie LLC dba Hilton 10-3-23\\_Redacted.pdf](#)

- 17. Letter of Support from the City of Laramie to Albany County Historic Preservation Board for a Grant to do Research for the National Register of Historic Places District Nomination for the West Side Neighborhood**  
[Vice-Mayor Cumbie; Jordan, CM]

Documents:

[Cover Sheet Letter of Support ACHPB 10-3-23.pdf](#)  
[Letter of Support West Side Neighborhood 10-3-23.pdf](#)  
[Karen Bard SOW West Side District 9-13-23.pdf](#)  
[SOW\\_WestSideDistrict.pdf](#)

- 18. Original Ordinance No. 2065, Amending Various Sections within Title 15.14.050.I of the Laramie Municipal Code regarding Off-Street Utility, Dumpster, Recycling, Trash Handling and Recycling Facilities**  
Third and Final Reading. (Introduced by O'Doherty)  
[Teini, Planning]

Documents:

[Ord 2065 Cover Sheet\\_Council 10.3.2023.pdf](#)  
[Ordinance 2065 - Third Reading.pdf](#)  
[TA-23-02 PC Staff Report 8.14.pdf](#)

- 19. Original Ordinance No. 2066, Amending Multiple Sections within Titles 5 and 15 of the Laramie Municipal Code for the Purpose of Updating Definitions, Uses, Dimensions in City Code as a Standard Practice**  
Second Reading. (Introduced by Pearce)  
[Gabathuler, Planning]

Documents:

[City Council Cover Sheet OO 2066 2nd Reading 10.3.23.pdf](#)  
[OO2066.pdf](#)  
[TA-23-07 PC Staff Report\\_8.21.23.pdf](#)

- 20. Original Ordinance No. 2067, Amending Laramie Municipal Code 13.28.010 to Allow for Vault Toilets in Areas such as Publicly Accessible Trailheads, Trails and Parks**  
Introduction and First Reading.  
[Teini, Planning Manager]



Documents:

[Ord 2067 Council Cover Sheet 10.03.2023.pdf](#)  
[TA-23-06 Ord 2067 1st Reading.pdf](#)  
[TA-23-06 PC Staff Report 9.11.2023.pdf](#)  
[Laramie City Council Presentation Code Text Change Application FINAL.pdf](#)

**21. Original Ordinance No. 2068, amending Table 15.10-1 of the Laramie Municipal Code to allow for the Conditional Use of the 'Personal Services' Use Category within the City's LM-Limited Manufacturing Zoning District**  
Introduction and First Reading.  
**[Gabathuler, Planning]**

Documents:

[CC cover sheet 10.3.23.pdf](#)  
[Ord 2068 1st reading.pdf](#)  
[TA-23-05 PC Staff Report.pdf](#)

**22. Public Comments**

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

**23. Consideration of Future Council Work Session Topics**

Documents:

[Future Work Session Topics 10-3-2023.pdf](#)  
[Upcoming Meetings 10-3-23.pdf](#)

**24. Adjournment**