

# AGENDA

## CITY OF LARAMIE, WYOMING

### CITY COUNCIL REGULAR MEETING

CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE  
TUESDAY, AUGUST 1, 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](http://www.youtube.com/cityoflaramie/live)), Cable Channel 191, or Zoom Webinar- Meeting ID: 864 3475 8102 Passcode: 808871 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 6:00 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](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/86434758102?pwd=cHNiYURBWWtEQ1pPMHdkTFpHTndPUT09>

**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: City Council Resolution 2023-48, a Resolution of the City of Laramie City Council Certifying the 2023 Laramie Growth Area Plan - A Collaboration between Albany County and the City of Laramie - in its Entirety**

Documents:

[Legal Ad CC Public Meeting 8-1-2023.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 July 18, 2023**

**Action:**

that Council approve the Minutes of the following City Council meetings: the Public Hearings and the Regular Meeting from July 18, 2023, and have them placed on file for public inspection.

**[Bartholomew, CC]**

Documents:

[Minutes 7-18-23.pdf](#)

### **9.B. CEMETERY DEEDS: Cemetery Deeds for July 16-31, 2023**

**Action:**

that the Cemetery Deeds for July 16- 31, 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. VOUCHERS: July 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 August. These expenditures are to be paid subject to audit by the City of Laramie Finance Department.

**[Wade, ASD]**

### **9.D. GRANT AGREEMENT: Consideration an Emergency Insect Management Program Grant Agreement between the Wyoming Department of Agriculture and the City of Laramie**

**Action:**

that Council approve the Emergency Insect Management Program Grant Agreement between the Wyoming Department of Agriculture and the City of Laramie providing \$35,560.00 for the City of

Laramie West Nile Prevention Plan and authorize the Mayor and Clerk to sign.

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

Documents:

[2023 EIMG Agreement Cover Sheet.pdf](#)  
[2023 EIMG Agreement.pdf](#)  
[2023 EIMG Pre-Award Acceptance Letter.pdf](#)

**9.E. LICENSE: Temporary Use of City Retail Liquor License #25 for Ya Sou Inc dba 3rd Street Bar in Albany County at 1000 Welsch Lane for a Wedding Reception**

**Action:**

that City Council approve a temporary use of City Retail Liquor License #25 for Ya Sou Inc dba 3<sup>rd</sup> Street Bar in Albany County at 1000 Welsch Lane, Laramie, WY 82070 for August 19, 2023 for a wedding reception.

**[Bartholomew, CC]**

Documents:

[Cover Sheet, temp use in county Ya Sou Inc 8-1-23.pdf](#)  
[DOC 1-Catering Permit 3RD Street Bar\\_Redacted.pdf](#)

**9.F. MOU: Memorandum of Understanding Between the City of Laramie and the University of Wyoming for the Purpose of Providing Additional EMS**

**Action:**

that Council approves the Memorandum of Understanding between the City of Laramie, Wyoming and the University of Wyoming for providing additional emergency medical services during the University of Wyoming athletic and special events as requested for the 2023 - 2024 season (August 1, 2023 - June 30, 2024); and authorize the Mayor and City Clerk to sign.

**[Johnson, Fire Chief]**

Documents:

[Coversheet MOU between COL and UW 2023-2024.pdf](#)  
[MOU - COL and UW for Additional EMS 2023-2024.pdf](#)

**9.G. RESOLUTION: Resolution 2023-54, Appointing One Member to the Downtown Development Authority**

**Action:**

move to approve Resolution 2023-54, appointing Norbert Kriebel to the Downtown Development Authority for a term expiring June 30, 2026, and authorize the Mayor and City Clerk to sign.

[Bartholomew, CC]

Documents:

[Cover Sheet Reso 2023-54 8-1-23.pdf](#)  
[Reso 2023-54 Appt One Member DDA 8-1-23.pdf](#)

**9.H. RESOLUTION: Resolution 2023-55, Appointing One Member to the Albany County Tourism Joint Powers Board**

**Action:**

that Council move to approve Resolution 2023- 55, to appoint Sara Ghezzi to a term expiring June 30, 2025, on the Albany County Tourism Joint Powers Board, and authorize the Mayor and Clerk to sign.

[Bartholomew, CC]

Documents:

[Cover Sheet Reso 2023-55 Albany County Tourism Board 8-1-23.pdf](#)  
[Reso 2023-55 Appt One Member ACTB 8-1-23.pdf](#)

**9.I. RESOLUTION: Resolution 2023-56, Appointing Five Members to the Laramie Youth Council**

**Action:**

that Council move to approve Resolution 2023-56, to appoint Trinity Sandoval, Avery O'Flannigan, Brendan Browne, Carson Krueger, and Embree Miller to the Laramie Youth Council for the 2023-24 School Year, and authorize the Mayor and Clerk to sign.

[Bartholomew, CC]

Documents:

[Cover Sheet Reso 2023-56 Appointing Five LYC 8-1-23.pdf](#)  
[Reso 2023-56 appt five members LYC 8-1-23.pdf](#)

**9.J. RESOLUTION: Resolution 2023-57, Authorizing the Appointment of Jeffery T. Van Fleet as a Magistrate for the City of Laramie Municipal Court**

**Action:**

to move that Council approve Resolution 2023-57, authorizing the appointment of a local attorney, Jeffery T. Van Fleet, as a Magistrate for the City of Laramie Municipal Court, and authorize the Mayor and City Clerk to sign.

[Wade, ASD]

Documents:

[Cover Sheet 2023-57 Van Fleet Magistrate.pdf](#)  
[Resolution 2023-57 Van Fleet Magistrate.pdf](#)

**9.K. PROMISSORY NOTE AMENDMENT: Amendment to the Underwriters Laboratories Promissory Note provided by the Wyoming Business Council**

**Action:**

the City Council approve an amendment to the Underwriters Laboratories Promissory Note provided by the Wyoming Business Council amending the interest schedule from a 365- day basis to a 360- day basis and authorize the Mayor and Clerk to sign.

**[Jordan, CM; Wade, ASD]**

Documents:

[WBC Promissory Note Amendment Cover Sheet- Underwriters Laboratories.pdf](#)

[WBC Underwriters Lab Amended Promissory Note.pdf](#)

**9.L. PROMISSORY NOTE AMENDMENT: Amendment to the HiViz Shooting Solutions Corporate Headquarters Promissory Note provided by the Wyoming Business Council**

**Action:**

the City Council approve an amendment to the HiViz Shooting Solutions Corporate Headquarters Promissory Note provided by the Wyoming Business Council amending the interest schedule from a 365- day basis to a 360- day basis and authorize the Mayor and Clerk to sign.

**[Jordan, CM; Wade, ASD]**

Documents:

[WBC Promissory Note Amendment Cover Sheet- Hi Viz.pdf](#)

[WBC HiViz Amended Promissory Note.pdf](#)

**9.M. PROMISSORY NOTE AMENDMENT: Amendment to the Bright Agrotech Promissory Note provided by the Wyoming Business Council**

**Action:**

The City Council approve an amendment to the Bright Agrotech Promissory Note provided by the Wyoming Business Council amending the interest schedule from a 365- day basis to a 360- day basis and authorize the Mayor and Clerk to sign.

**[Jordan, CM; Wade, ASD]**

Documents:

[WBC Promissory Note Amendment Cover Sheet- Bright Agrotech.pdf](#)

[WBC Bright Agrotech Amended Promissory Note.pdf](#)

**9.N. SCHEDULE MEETINGS:**

that the following meeting be scheduled:

- i. August 22, 2023, 6:00 pm - WORK SESSION: Wayfinding Signs

**10. REGULAR AGENDA**

**11. Bid Award: PRV Replacement – Bill Nye Project**

[Webb, PW]

Documents:

[Cover Sheet - Bill Nye PRV Construct.pdf](#)  
[Construction Contract - Bill Nye PRV Construct.pdf](#)

**12. Amendment Number 01 to the Professional Engineering Services Agreement with WWC Engineering for Construction Engineering Services for the PRV Replacement – Bill Nye Project**

[Webb, PW]

Documents:

[Cover Sheet - Amendment Number 01 - PRV Replacement Bill Nye.pdf](#)  
[Professional Engineering Services Agreement - Original - Bill Nye PRV.pdf](#)  
[Amendment Number 01 - Bill Nye PRV.pdf](#)

**13. Resolution 2023-58, Authorization and Approval of Temporary Full Time Equivalent (FTE) Position Increase in the Finance Division**

[Wade, ASD]

Documents:

[Cover Sheet Resol 2023-58 Temp Finance Position.pdf](#)  
[Resolution 2023-58 Temp Finance Position.pdf](#)

**14. Resolution 2023-48, Certifying the 2023 Laramie Growth Area Plan-A Collaboration Between Albany County and the City of Laramie—In It's Entirety.**

[Teini, Planning Manager]

Documents:

[LGAP Cover Sheet 8.1.23.pdf](#)  
[CC Resolution 8.1.23 \(Attachment 2\).pdf](#)  
[Laramie\\_Growth\\_Area\\_Plan\\_With\\_Appendix \(Attachment A\).pdf](#)  
[PC Resolution 4.10.23 \(Attachment 3\).pdf](#)  
[PC Staff Report 4.10.23 \(Attachment 4\).pdf](#)

**15. Resolution 2023-59, Setting the Time, Date and Location of Pre-Council Meetings, Regular Meetings, Work Sessions, and Public Hearings of the City Council**

[Councilors Gabriel and Mayor Harrington; Bartholomew, CC]

Documents:

[AgendaCover Reso 2023-59, meeting date, time, location 8-1-23.pdf](#)  
[Reso 2023-59 Council Meetings.pdf](#)

**16. Resolution 2023-60, Amending Rules of Procedure for City Council to Change Pre-Council Meeting Times**  
**[Councilors Gabriel and Mayor Harrington; Bartholomew, CC]**

Documents:

[Cover Sheet Reso 2023-60 Rules of Procedure for City Council 8-1-23.pdf](#)  
[Reso 2023-60 Rules of Procedure for City Council 8-1-23.pdf](#)  
[Attachment A Council - Rules of Procedure 7-26-23.pdf](#)

**17. Public Comments**

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

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

Documents:

[Future Work Session Topics 8-1-2023.pdf](#)  
[Upcoming Meetings 8-1-23.pdf](#)

**19. Adjournment**