

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING  
AUGUST 1, 2023

Pre-meetings are held prior to Regular Council meetings for the purpose of discussing items on the consent agenda and assigning introductions of items on the regular agenda.

Pre meeting began at 6:00 pm.

Council present: Pat Gabriel, Brandon Newman, Erin O'Doherty, Jayne Pearce, Micah Richardson, Joe Shumway, Sharon Cumbie, and Brian Harrington. Absent: Andi Summerville.

City Council (Newman) requested to move Item #9.I. to the Regular Agenda. Council assigned introduction of items.

Pre-meeting recessed at 6:06 pm.

**1. CALL TO ORDER**

Regular Meeting of the City Council was called to order by Mayor Harrington at 6:30 p.m.

**2. Pledge of Allegiance**

Mayor Harrington led the Pledge of Allegiance.

**3. Roll Call**

Roll call showed present: Pat Gabriel, Brandon Newman, Erin O'Doherty, Jayne Pearce, Micah Richardson, Joe Shumway, Andi Summerville, Sharon Cumbie, and Brian Harrington. Absent: None.

Directors and City Clerk present: Todd Feezer, Assistant City Manager; Nancy Bartholomew, City Clerk; Bob Southard, City Attorney; Jenn Wade, Director of Administrative Services; Brooks Webb, Public Works Director; Dan Johnson, Fire Chief; and Brian Browne, Police Chief.

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

(Limit of 3 minutes per speaker.)

None.

**5. Consideration of Changes in Agenda and Setting the Agenda**

A. MOTION BY CUMBIE, seconded by Pearce, that the following changes to the Agenda be approved: to move Item 9.I. to Item 10.A.

MOTION CARRIED by voice vote.

B. MOTION BY CUMBIE, seconded by Newman, that the Agenda be set as changed.

MOTION CARRIED by voice vote.

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**6. PROCLAMATIONS/NOTIFICATIONS/PUBLIC HEARINGS**

**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**

**6.C. ANNOUNCEMENTS**

Brooks Webb- 3<sup>rd</sup> Street Waterline Progress Report.

**7. Disclosures by City Council Members**

None.

**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 or citizen so requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

MOTION BY CUMBIE, seconded by O'Doherty, that the Consent Agenda be approved and that each specific item on the Consent Agenda be approved as indicated.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

**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.

**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.

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**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.

**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 thirty five thousand five hundred and sixty dollars (\$35,560.00) for the City of Laramie West Nile Prevention Plan and authorize the Mayor and Clerk to sign.

**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.

**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.

**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.

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**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.

**9.I. Moved to Item 10.A. RESOLUTION: Resolution 2023-56, Appointing Five Members to the Laramie Youth Council**

**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.

**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.

**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.

**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.

**9.N. SCHEDULE MEETINGS:**

**Action:**

that the following meeting be scheduled:

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

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**10. REGULAR AGENDA**

**10.A. Moved from Item 9.I. RESOLUTION: Resolution 2023-56, Appointing Five Members to the Laramie Youth Council**

MOTION BY CUMBIE, seconded by Shumway, 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.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

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

MOTION BY O'DOHERTY, seconded by Cumbie, to award the bid for the Pressure Reducing Valve Replacement – Bill Nye project, to Mechanical Systems, Inc. of Cheyenne, WY, in the amount of six hundred ninety six thousand six hundred and ten dollars (\$696,610) and a contingency of one hundred thirty six thousand three hundred ninety dollars (\$136,390), for a total amount not to exceed eight hundred thirty three thousand dollars (\$833,000), amend the Fiscal Year 2024 Budget, and authorize the Mayor and City Clerk to sign.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

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

MOTION BY O'DOHERTY, seconded by Pearce, to approve Amendment Number 01 to the Professional Engineering Services Agreement with WWC Engineering for Construction Engineering Services for the Pressure Reducing Valve Replacement – Bill Nye project in the amount of sixty two thousand dollars (\$62,000.00) and a contingency of six thousand two hundred dollars (\$6,200.00), for a total amount not to exceed sixty eight thousand two hundred dollars (\$68,200.00), and authorize the Mayor and City Clerk to sign.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

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

MOTION BY NEWMAN, seconded by Pearce, to approve Resolution 2023-58, authorizing a temporary full-time equivalent position increase in the Finance division and a FY 2024 budget amendment in the amount of ninety six thousand two hundred and fifty dollars (\$96,250), and authorize the Mayor and City Clerk to sign.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

**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**

MOTION BY RICHARDSON, seconded by Pearce, to approve Resolution 2023-48 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 it's entirety, and authorize the Mayor and Clerk to sign.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

**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**

MOTION BY GABRIEL, seconded by Newman, to approve Resolution 2023-59, setting the time, date and location of pre-council meetings, regular meetings, work sessions, and public hearings of the city council, and authorize the Mayor and Clerk to sign.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: Pearce. Absent: None. MOTION CARRIED.

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**16. Resolution 2023-60, Amending Rules of Procedure for City Council to Change Pre-Council Meeting Times**

MOTION BY GABRIEL, seconded by Newman, to approve Resolution 2023-60, amending Council Rules of Procedure as reflected in Attachment A related to pre-council meeting times, and authorize the Mayor and City Clerk to sign.

Public Comment: none.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Pearce, Richardson, Shumway, Summerville, Cumbie, and Harrington. Nay: None. Absent: None. MOTION CARRIED.

**17. Public Comments on Non-Agenda Items**

None.

**18. Consideration of future Council work session topics**

Cumbie- Map of disability parking/sidewalks (Newman)

Cumbie- Housing and state of rentals (O'Doherty)

**19. Adjournment**

MOTION BY PEARCE, seconded by Newman, to adjourn.

MOTION CARRIED by voice vote.

Council adjourned at 7:33 p.m.

Approved:

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Nancy Bartholomew  
City Clerk

Date

Duly published in the newspaper and posted online at [www.cityoflaramie.org](http://www.cityoflaramie.org) on 9<sup>th</sup> day of August 2023.