

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING  
MARCH 7, 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.

Pre-meeting recessed at 6:05 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: Janine Jordan, City Manager; Todd Feezer, Assistant City Manager; Nancy Bartholomew, City Clerk; Bob Southard, City Attorney; Malea Brown, Chief Operating Officer; Jenn Wade, Director of Administrative Services; Patti Russell, Human Resources; 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**

MOTION BY CUMBIE, seconded by Pearce, that the Agenda be set as submitted.

MOTION CARRIED by voice vote.

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

**6.A. PROCLAMATIONS & PRESENTATIONS**

**6.A.i. PROCLAMATION: March Disabilities Awareness Month**

**6.B. PUBLIC HEARING**

**6.B.i. PUBLIC HEARING: Original Ordinance No. 2055, Vacating Approximately a 4.31 acre Pedestrian Easement within Timberline Business Park, Lots 1 through 7**

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING  
MARCH 7, 2023

**6.B.ii. PUBLIC HEARING: Sundance Hill, 2nd Filing Final Plat**

**6.C. ANNOUNCEMENTS**

**6.C.i. Monthly Staff Recognition**

- o Felipe Suazo, Sr. Solid Waste Worker promoted to Collection Supervisor

**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 Richardson, that the Consent Agenda be approved.

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 February 21, 2023**

**Action:**

that Council approve the Minutes of the following City Council meetings: the Regular Meeting of February 21, 2023, and have them placed on file for public inspection.

**9.B. MINTUES: Minutes from Board of Health Regular Meeting on November 17, 2022**

**Action:**

move to acknowledge receipt of the minutes from the Board of Health Regular Meeting on November 17, 2022.

**9.C. MINUTES: Minutes from the Environmental Advisory Committee Regular Meeting on December 1, 2022**

**Action:**

move to acknowledge receipt of the minutes from the Environmental Advisory Committee Regular Meeting on December 1, 2022.

**9.D. CEMETERY DEEDS: Cemetery Deeds for February 16-28, 2023**

**Action:**

that the Cemetery Deeds for February 16-28, 2023, be accepted, the Mayor and City Clerk be authorized to sign and have them recorded in the Office of the County Clerk.

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING  
MARCH 7, 2023

**9.E. VOUCHERS: February 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 March. These expenditures are to be paid subject to audit by the City of Laramie Finance Department.

**9.F. CONTRACT: Amendment One to Contract Between the City of Laramie and Robert Southard as City Attorney**

**Action:**

move to approve the amendment one to the At-Will Employment Contract between the City of Laramie and Robert Southard as City Attorney and authorize the Mayor and Clerk to sign.

**9.G. RESOLUTION: Resolution 2023-23, Adopting the Bylaws Revisions Related to City of Laramie Solar Board of Review**

**Action:**

move to approve Resolution 2023-23, adopting the bylaws for the City of Laramie Solar Board of Review, as recommended by the Planning Commission, and authorize the Mayor and Clerk to sign the resolution.

**9.H. RESOLUTION: Resolution 2023-24, Resolution of the City of Laramie City Council Adopting the Bylaws Revisions Related to City of Laramie Board of Adjustment**

**Action:**

move to approve Resolution 2023-24, adopting the City of Laramie Board of Adjustment Bylaws, as recommended by the Planning Commission, and authorize the Mayor and Clerk to sign the resolution.

**9.I. RESOLUTION: Resolution 2023-25, Adopting the Bylaws Revisions Related to City of Laramie Nuisance Board of Appeals**

**Action:**

move to approve Resolution 2023-25, adopting the City of Laramie Nuisance Board of Appeals Bylaws, as recommended by the Planning Commission, and authorize the Mayor and Clerk to sign the resolution.

**9.J. SCHEDULE MEETINGS:**

**Action:**

that the following meeting be scheduled:

- a. March 28, 2023, 6:00 pm - PUBLIC HEARING: 2023 Liquor License Renewal Applications

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING  
MARCH 7, 2023

b. March 28, 2023, 6:00 pm - WORK SESSION: Albany County Historic Preservation Board for West Side Neighborhood Grant for Research to become a Historic District

**10. REGULAR AGENDA**

**11. Resolution 2023-22, Adopting Policy Goals and Objectives for the City of Laramie for 2023**

MOTION BY O'DOHERTY, seconded by Pearce, to approve Resolution 2023-22, adopting policy goals and objectives for the City of Laramie for 2023, and authorize the Mayor and Clerk to sign.

MOTION BY O'DOHERTY, seconded by Summerville, to amend Resolution 2023-22 by substitution of Resolution 2023-22A.

Public Comment on amendment:  
Brett Glass

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

Public Comment on main motion: None.

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

**12. Award of Contract between the City of Laramie, Wyoming and Bolton Partners, Inc for Compensation and Staffing Professional Consulting Services**

MOTION BY SUMMERVILLE, seconded by Pearce, to approve a contract between the City of Laramie, Wyoming and Bolton Partners, Inc for compensation study and staffing analysis professional consulting services in the amount of \$110,750 plus a contingency of \$15,000 for a total amount not to exceed \$125,750, 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.

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING  
MARCH 7, 2023

**13. Original Ordinance No. 2055, Vacating Approximately a 4.31 acre Pedestrian Easement within Timberline Business Park, Lots 1 through 7**  
Second Reading. (Introduced by Richardson)

MOTION BY RICHARDSON, seconded by Gabriel, to approve Original Ordinance No. 2055 on second reading, vacating approximately a 4.31 acre pedestrian easement within Timberline Business Park, lots 1 through 7 as recommended by the Planning Commission; based on findings of fact and conclusions of law.

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. FINAL PLAT-22-03 Sundance Hill, 2nd Filing**

MOTION BY CUMBIE, seconded by Newman, to approve the Sundance Hills, 2nd Filing Final Plat.

MOTION BY CUMBIE, seconded by Summerville, to postpone the Sundance Hills, 2nd Filing Final Plat until May 16, 2023, based on the applicant's request.

Public Comment: None.

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

**15. Business Ready Community Grant and Loan Program Grant Agreement between the Wyoming Business Council Investments Division and the City of Laramie, Wyoming**

MOTION BY PEARCE, seconded by Richardson, to approve the Business Ready Community Grant and Loan Program Grant Agreement between the Wyoming Business Council Investments Division and the City of Laramie, Wyoming, 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.

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

None.

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

None.

