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**MINUTES**  
**Laramie Building Authority**  
**December 12, 2018 3:00 PM**  
**405 Grand Avenue, Laramie, WY**  
**City of Laramie Annex Building, Conference Room**

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The meeting of the Laramie Building Authority was called to order at 3:06 PM.

**I. CALL TO ORDER**

Members Present: Roger Strube, Harold Colby

Also Present: Rick Thompson, Malea Brown, Cindy Williams, Andi Summerville, Nancy Bartholomew

There was a quorum present at all times.

**II. APPROVAL OF AGENDA AND MINUTES**

**A. Changes and Approval of Agenda**

**MOTION BY Colby, seconded by Strube,** to approve the agenda as written.

Aye: 2

Nay: 0

Absent: 1

**Motion carried.**

**B. Changes and Approval of December 4, 2018 Building Authority Minutes**

**MOTION BY Colby, seconded by Strube,** to approve the December 4, 2018 Minutes as written.

Aye: 2

Nay: 0

Absent: 1

**Motion carried.**

**III. CURRENT BUSINESS**

**A. Signing of Building Authority Closing Documents for Public Works Service Center (Solid Waste Building)**

1. Signing of Closing Documents. Complete set of documents will be forwarded to the Committee when fully executed and recorded.
2. Explanation of Requisition Document.

**IV. NEXT MEETING DATE – TBD as a project update is needed.**

**V. ADJOURNMENT**

Meeting adjourned at 3:44 PM

APPROVED:

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LBA Secretary/Treasurer, Roger Strube

Date

The signed document is on file and can be viewed at:  
City of Laramie, Public Works Administrative Office  
405 Grand Ave., Laramie, WY 82072  
307-721-5230  
[cwilliams@cityoflaramie.org](mailto:cwilliams@cityoflaramie.org)