

RESOLUTION 2020 –

**RESOLUTION TO SCHEDULE A WORK SESSION OF THE
CITY OF LARAMIE PLANNING COMMISSION AND APPOINTED OFFICIALS**

Whereas, the Laramie Planning Commission was formed by the Laramie City Council for the purpose of assisting municipal government with **<mission/duties/purpose as set forth in Laramie Municipal Code>**; and,

Whereas, the **<Name of Board or Commission>** has considered **<description of the events, matters, or issues which have precipitated or caused the Board/Commission’s desire for the non-business work session >**

NOW, THEREFORE, THE **<Name of Board or Commission>** OF THE CITY OF LARAMIE, WYOMING, DOES HEREBY RESOLVE:

Section 1. To incorporate and make part of this resolution by reference the foregoing recitals; and,

Section 2. To direct the Staff Liaison/Recorder, Deputy City Clerk, Ryan Shoefelt, to schedule a work session of the Planning Commission to occur within the next three months and at such time and place as will assure the attendance of all members of the City of Laramie Planning Commission and its Duly Appointed Elected and Administrative Officials; and,

Section 2. To establish the agenda for the work session to include the following matters for discussion:

- A. **<INSERT AGENDA HERE>**
- B.

Time frame

PASSED, APPROVED, AND ADOPTED THIS 21st day of January 2020.

Name
Chair of **<Name of Board or Commission>**

ATTEST:

Name
Staff Liaison/ Recorder