



City of Laramie

Planning Division
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MEMORANDUM

Date: April 27, 2020

To: Planning Commission

From: Derek T. Teini, AICP, Planning Manager

Subject: FYI: Joint City Council/Board Work Sessions

In order to provide a procedure for boards and commission to request a work session, the City Manager, Janine Jordan has implemented the following draft resolution to be completed and approved by the majority of a board or commission before a joint work session with City Council can be scheduled with the City Clerk. This resolution is intended to help streamline the purpose and intent of the meeting and allow staff to evaluate and prepare for the requested work session.

The purpose of this FYI item is to inform all commissions and boards of the new procedure for requesting work sessions with City Council. No action is required by the commission.