

**CITY OF LARAMIE, WYOMING  
CITY COUNCIL REGULAR MEETING MINUTES**

**NOVEMBER 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 6:15 pm.

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

Pearce requested to move 9.N. to the regular agenda item #21.A.

Council adjourned pre-meeting and recessed at 6:20 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, Sharon Cumbie, and Brian Harrington. Absent: Andi Summerville.

Directors and City Clerk present: Janine Jordan, City Manager; Todd Feezer, Assistant City Manager; Nancy Bartholomew, City Clerk; Bob Southard, City Attorney; Jenn Wade, Director of Administrative Services; Patti Russell, Human Resources; Brooks Webb, Public Works Director; Brian Browne, Police Chief; and Derek Teini, Community and Economic Development Director.

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

(Limit of 3 minutes per speaker.)

Mike Garey- Highway patrol on 287.

Moses Levy- provided comment.

Nat Sochman- provided comment.

Darnelle Jackson- provided comment.

MOTION BY NEWMAN, seconded by Gabriel, to amend to suspend the rules to close online public comment.

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

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

A. MOTION BY CUMBIE, seconded by Newman, that the following changes to the Agenda be approved: that Item 9.N. move to Item 15.A.

MOTION CARRIED by voice vote.

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

MOTION CARRIED by voice vote.

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

**6.A. PROCLAMATIONS & PRESENTATIONS**

**6.A.i. PROCLAMATION: Small Business Saturday**

**6.A.ii. PROCLAMATION: Epilepsy Awareness Month**

**6.A.iii. PROCLAMATION: National Apprenticeship Week**

**6.B. PUBLIC HEARING**

**6.B.i. PUBLIC HEARING: Transfer Retail Liquor License No. 8 to 307 Horse Racing LLC dba 307 Horse Racing Located at 867 N 3rd Street**

**6.B.ii. PUBLIC HEARING: Original Ordinance No. 2069, Amending the Casper Aquifer Protection Overlay Zoning District for Properties within the City of Laramie**

**6.C. ANNOUNCEMENTS**

6.C.i. Browne-Laramie Police Department and Volunteers of America (VOA) Mental Health Case Manager Introduction Heather Wiseman.

Teini- Sharon Buccino awarded Planner of the Year; Laramie Area Growth Plan awarded Planning Project of the Year; and Way Finding Signs.

Feezer- Public art on the white retaining wall on 30<sup>th</sup> Street; Wyoming Outdoor Recreation Grant; and Spring Creek Trails Phase 1 update.

**7. Disclosures by City Council Members**

None.

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**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 and that each specific action on the Consent Agenda be approved as indicated.

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

**9. CONSENT AGENDA**

**9.A. MINUTES: City Council Meeting Minutes from October 17, 2023**

**Action:**

that Council approve the Minutes of the following City Council meetings: the Public Hearings and Regular Meeting of October 17, 2023, and have them placed on file for public inspection.

**9.B. MINUTES: Minutes from the Laramie Regional Airport Joint Powers Board Regular Meeting on September 20, 2023**

**Action:**

move to acknowledge receipt of the Minutes from the Laramie Regional Airport Joint Powers Board Regular Meeting on September 20, 2023, Regular Meeting and place them on file for public inspection.

**9.C. MINUTES: Minutes from the Civil Service Commission Regular Meeting on August 2, 2023**

**Action:**

move to acknowledge receipt of the August 2, 2023, Civil Service Commission Minutes and place them on file for public inspection.

**9.D. MINUTES: Minutes from the Laramie Youth Council Regular Meeting on September 6, 2023**

**Action:**

move to acknowledge receipt of the September 6, 2023, Laramie Youth Council Minutes and place them on file for public inspection.

**9.E. CEMETERY DEEDS: Cemetery Deeds for October 16-31, 2023**

**Action:**

that the Cemetery Deeds for October 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.F. VOUCHERS: October 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 November. These expenditures are to be paid subject to audit by the City of Laramie Finance Department.

**9.G. AGREEMENT: Amendment #1 to the License Agreement with the University of Wyoming to Construct, Use and Maintain Irrigation Lines in the Public Right-of-Way Dated June 6th, 2017**

**Action:**

move to approve Amendment #1 to the License Agreement with the University of Wyoming to Construct, Use and Maintain Irrigation Lines in the Public Right-of-Way dated June 6th, 2017, and authorize the Mayor and City Clerk to sign.

**9.H. LICENSE: New Vehicle for Hire License for Tour De Venue for the Licensing Term of 2023**

**Action:**

that Council approve the new Vehicle for Hire License to Tour De Venue (Owner: Bockai Akmadu Ahmadu), 2885 East Midway Blvd, Broomfield, Colorado, for the period of November 8, 2023 to December 31, 2023.

**9.I. RESOLUTION: Resolution 2023-79, Appointing Three Members to the Planning Commission/Board of Adjustment/Board of Appeals/Solar Board of Review for the City of Laramie, Wyoming**

**Action:**

Move to approve City Council Resolution 2023-79, re-appointing Sharon Buccino, Chris Moody, and Jake Schneider, to terms expiring October 31, 2026, to the Planning Commission/Board of Adjustment/Board of Appeals/Solar Board of Review for the City of Laramie, Wyoming, and authorize the Mayor and Clerk to sign the Resolution.

**9.J. RESOLUTION: Resolution 2023-80, Establishing December 26, 2023 and January 2, 2024 as City Observed Holidays**

**Action:**

move to approve Resolution 2023-80, establishing December 26, 2023 and January 2, 2024 as City observed holidays, and authorize the Mayor and Clerk to sign.

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**9.K. RESOLUTION: Resolution 2023-81, Appointing One (1) Member to the Traffic Safety Commission**

**Action:**

move to approve Resolution No. 2023-81, appointing Laurence (Brett) Glass to the Traffic Safety Commission, and authorize the Mayor and City Clerk to sign.

**9.L. RESOLUTION: Resolution 2023-82, Fiscal Year 2024 Budget Amendment - Wastewater Line Replacement Design - Thornburgh Drive Alleys**

**Action:**

move to approve Resolution 2023-82, authorizing the design of the wastewater line replacement for the Thornburgh Drive Alleys Priority Replacement project and amending appropriations for the fiscal year 2023-2024 biennial budget of the City of Laramie, WY and authorize the Mayor and City Clerk to sign.

**9.M. RESOLUTION: Resolution 2023-83, Appointing One Member to Board of Health**

**Action:**

that the City Council approve Resolution 2023-83, appointing Evan Johnson for a remainder of a term expiring December 31, 2025, to the Board of Health, and authorize the Mayor and City Clerk to sign.

**9.N. Moved to Item 15.A. ORDINANCE: Original Ordinance No. 2067, an Amendment to Laramie Municipal Code 13.28.010 to Allow for Vault Toilets in Areas such as Publicly Accessible Trailheads, Trails and Parks**

**9.O. ORDINANCE: Original Ordinance No. 2068, Amending Table 15.10-1 of the Laramie Municipal Code to allow for the Conditional Use of the 'Personal Services' Use Category within the City's LM-Limited Manufacturing Zoning District**

Third and Final Reading. (Introduced by Newman)

**Action:**

to approve Original Ordinance No. 2068, an ordinance amending Table 15.10-1 of the Laramie Municipal Code to Allow for the Conditional Use of the 'Personal Services' use category within the City's LM-Limited Manufacturing Zoning District, on third reading, in accordance with findings of fact and conclusions of law and authorize the Mayor and Clerk to Sign the Ordinance.

**9.P. SCHEDULE MEETINGS:**

that the following meeting be scheduled:

- i. November 28, 2023, 6:00 pm (rescheduled to November 14, 2023, 6:00 pm)- WORK SESSION: Community Partner Funding
- ii. November 14, 2023, 6:00 pm (cancel, reschedule date TBD) - WORK SESSION: Raftelis on Rate Updates for Utilities
- iii. December 12, 2023, 6:00 pm - WORK SESSION: Recycling Education
- iv. December 12, 2023, 6:00 pm - WORK SESSION: Billboards
- v. January 9, 2023, 6:00 pm - WORK SESSION: Audit Close

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**10. REGULAR AGENDA**

**11. Transfer Retail Liquor License No. 8 to 307 Horse Racing Inc dba 307 Horse Racing Located at 867 N 3rd Street**

MOTION BY RICHARDSON, seconded by Newman, to approve the application to transfer Retail Liquor License No. 8 to 307 Horse Racing Inc dba 307 Horse Racing Located at 867 N 3rd Street, Laramie, Wyoming for the licensing term November 8, 2023, through May 07, 2024, and authorize the Mayor and City Clerk to sign.

MOTION BY RICHARDSON, seconded by Cumbie, to amend to approve the application to transfer Retail Liquor License No. 8 to 307 Horse Racing Inc dba 307 Horse Racing Located at 867 N 3rd Street, Laramie, Wyoming for the licensing term November 30, 2023, through May 07, 2024, contingent on closing, and authorize the Mayor and City Clerk to sign.

Public Comment on amendment: none.

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

Public Comment on main motion: none.

Roll call on main motion showed Aye: Gabriel, Newman, O'Doherty, Pearce, Shumway, Cumbie, and Harrington. Nay: Richardson. Absent: Summerville. MOTION CARRIED.

**12. Resolution 2023-84, Amending City Council Rules of Procedure to Require Video Cameras for Zoom Participation and Amend Public Comment Language**

MOTION BY NEWMAN, seconded by Richardson, to approve Resolution 2023-84, amending City Council Rules of Procedure to require use of video cameras for web-conference participation and amending public comment language, and authorize the Mayor and City Clerk to sign.

Public Comment: none.

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

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**13. Original Ordinance No. 2069, amending the City of Laramie’s official zoning map to the City of Laramie’s Casper Aquifer Protection Overlay Zone within the City of Laramie**

Second Reading. (Introduced by Gabriel)

MOTION BY GABRIEL, seconded by Newman, to approve Original Ordinance No. 2069, on second reading, amending the Casper Aquifer Protection Overlay Zoning District for properties within the City of Laramie, as shown in attachment, Figure 1-3 – Location of Casper Aquifer Protection Area (CAPA) and Attachments A – E of the ordinance, in accordance with findings of fact and conclusions of law.

Public Comment: none.

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

**14. E-23-52 Revocation of Mobile Vending License (MVL) for Taqueria Los Primos**

MOTION BY PEARCE, seconded by Richardson, to revoke the Mobile Vending License, MVL 8089662, for Taqueria Los Primos per LMC 5.82.050, due to a violation of LMC 5.82.050.A.3, a violation of provision of the Laramie Municipal Code and ordinances related to the health, safety and welfare of the public.

MOTION BY PEARCE, seconded by Richardson, to withdraw the motion.

MOTION CARRIED by voice vote.

MOTION BY GABRIEL, seconded by Shumway, to reinstate the mobile vending license for Taqueria Los Primos and allow city staff to check compliance with city code.

Public Comment: none.

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

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**15. Resolution 2023-85, Acknowledging and Accepting a Wyoming Rural Public Transit Program Grant Award for the Transit Planning Project**

MOTION BY CUMBIE, seconded by O'Doherty, to adopt Resolution 2023-85, acknowledging and accepting the award of a Wyoming Rural Public Transit Program Grant through the Wyoming Department of Transportation, Local Government Coordination Office, in the amount of \$160,000.00, including matching funds of \$40,000.00, for the Transit Planning Project, and authorizing the Mayor and Clerk to sign.

Public Comment: none.

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

**15.A. Moved from Item 9.N. ORDINANCE: Original Ordinance No. 2067, an Amendment to Laramie Municipal Code 13.28.010 to Allow for Vault Toilets in Areas such as Publicly Accessible Trailheads, Trails and Parks**

Third and Final Reading. (Introduced by Richardson)

MOTION BY RICHARDSON, seconded by Gabriel, to approve Original Ordinance No. 2067, an amendment to Laramie Municipal Code 13.28.010 to allow for vault toilets in areas such as publicly accessible trailheads, trails and parks, on third reading, in accordance with findings of fact and conclusions of law and authorize the Mayor and Clerk to sign the ordinance.

Roll call showed Aye: Gabriel, Newman, O'Doherty, Richardson, Shumway, Cumbie, and Harrington. Nay: Pearce. Absent: Summerville. MOTION CARRIED.

Council recessed at 8:21 pm.

Council reconvened at 8:26 pm.

**16. Original Ordinance No. 2070, an Ordinance Approving and Authorizing the Annexation of Approximately 63.935 Acres of Property Located in Unincorporated Albany County, Located Southeast of Banner Road Adjacent to the Northern Municipal Boundary, into the Boundaries of the City of Laramie, Wyoming**

Introduction and First Reading. Introduced by (Richardson)

MOTION BY RICHARDSON, seconded by Newman, to approve Original Ordinance No. 2070 on first reading, annexing approximately 63.718 acres of property located in unincorporated Albany County, Southeast of Banner Road. adjacent to the northern municipal boundary, based on findings of fact and conclusions of law.

Public Comment: none.

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



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**17. Original Ordinance No. 2071, Amending the City of Laramie's Official Zoning Map to Zone a Newly Annexed Parcel of Land Located Southeast of Banner Road Adjacent to the Northern Municipal Boundary as O (O District)**

Introduction and First Reading. Introduced by (Cumbie)

MOTION BY CUMBIE, seconded by O'Doherty, to approve Original Ordinance No. 2071, on first reading, establishing the O District for an annexed property approximately 63.718 acres in size, located at southeast of Banner Road adjacent to the northern municipal boundary, in accordance with findings of fact and conclusions of law.

Public Comment: None.

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

**18. Original Ordinance No. 2072, Annexing Approximately 0.977 Acres of Property Located Due East of the Intersection of Mojave Drive and North 45th Street, into the Boundaries of the City of Laramie**

Introduction and First Reading. Introduced by (Shumway)

MOTION BY SHUMWAY, seconded by Newman, to approve Original Ordinance No. 2072 on first reading, annexing approximately 0.977 acres of property located in unincorporated Albany County, located due east of the intersection of Mojave Drive and North 45th Street, based on findings of fact and conclusions of law.

Public Comment: none.

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

**19. Original Ordinance No. 2073, Amending the City of Laramie's Official Zoning Map to Zone a Newly Annexed Parcel of Land Located Along North 45th St. Adjacent to the Eastern Municipal Boundary to City R-1 (Single Family) and the Casper Aquifer Protection Overlay Zone Within the City of Laramie**

Introduction and First Reading. Introduced by (O'Doherty)

MOTION BY O'DOHERTY, seconded by Richardson, to approve Original Ordinance No. 2073, on first reading, establishing the R-1 (Single Family) District and the Casper Aquifer Protection Overlay Zone for an annexed property approximately 0.977 acres in size, located along North 45th Street adjacent to the eastern municipal boundary, in accordance with findings of fact and conclusions of law.

Public Comment: none.

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

**20. Original Ordinance No. 2074, Annexing Approximately 0.501 Acres of Property Located Due East of the Intersection of Mojave Drive and North 45th Street, into the Boundaries of the City of Laramie**

Introduction and First Reading. Introduced by (PEARCE)

MOTION BY PEARCE, seconded by O'Doherty, to approve Original Ordinance No. 2074, on first reading, annexing approximately 0.501 acres of property located in unincorporated Albany County, located due east of the intersection of Easterling Drive and Cottonwood Drive, based on findings of fact and conclusions of law.

Public Comment: none.

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

**21. Original Ordinance No. 2075, Amending the City of Laramie's Official Zoning Map to Zone a Newly Annexed Parcel of Land Located Along Cottonwood Drive Adjacent to the Municipal Boundary to RR (Rural Residential) within the City of Laramie**

Introduction and First Reading. Introduced by (Cumbie)

MOTION BY CUMBIE, seconded by Newman, to approve Original Ordinance No. 2075 on first reading, establishing the RR (Rural Residential) District for an annexed property approximately 0.501 acres in size, located along Cottonwood Drive adjacent to the Municipal Boundary, in accordance with findings of fact and conclusions of law.

Public Comment: none.

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

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

None.

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

Pearce- Process for Revocation of Licenses and Appeals. (Newman)

**24. Adjourn to Executive Session regarding Personnel, WY § 16-4-405(a)(x)**

MOTION BY PEARCE, seconded by Richardson, to adjourn to Executive Session regarding Personnel, WY § 16-4-405(a)(x).

MOTION CARRIED by voice vote.

