

**AGENDA**  
**CITY OF LARAMIE, WYOMING**  
**CITY COUNCIL REGULAR MEETING**  
**CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE**  
**TUESDAY, MARCH 7, 2023, 6:30 PM**  
**(Pre-Council Meeting begins at 6:00 pm)**

City Council Meetings are open to the public in accordance with W.S. 16-4-403.

Meetings are currently available in-person on a first come first serve basis, YouTube Live Feed ([www.youtube.com/cityoflaramie/live](http://www.youtube.com/cityoflaramie/live)), Cable Channel 191, or

Zoom Webinar- Meeting ID: 815 5415 4730 Passcode: 864802 via internet, app, or telephone 1(669)900-9128. Public comments during the meeting may be provided in-person or via Zoom meeting. Public comments may also be

**submitted via email:** [council@cityoflaramie.org](mailto:council@cityoflaramie.org). Please

**email:** [clerk@cityoflaramie.org](mailto:clerk@cityoflaramie.org) to request speaking time during the 30-minute public comment periods on non-agenda items by no later than 3:00 pm on the day of the meeting. Limited speaking slots may be assigned by lottery for non-agenda items when more than 10 requests are received; public comments may also be submitted in writing to [council@cityoflaramie.org](mailto:council@cityoflaramie.org) for the record.

Requests for accommodations from persons with disabilities must be made to the City Manager's Office 24 hours in advance of a meeting. Pre-meetings are held prior to Regular Council Meetings at 6:00 pm for the purpose of discussing items on the Council's consent agenda for the Regular Meeting and the scheduling of items on Council's agenda.

Please be advised no additional agenda item will be introduced at a Regular City Council meeting after the hour of 9:30 pm, unless the majority of the City Council members present vote to extend the meeting.

Public comment is limited to three (3) minutes per speaker. Written public comment shall be submitted to the City Clerk for dissemination and retention for official City records, or submitted to the City Council through electronic correspondence at [council@cityoflaramie.org](mailto:council@cityoflaramie.org). Full text available in Council Rules of Procedure and Code of Conduct 4.02 and Appendix B and C.

Written materials and other items must be submitted six (6) days in advance of the meeting (sooner if there are holidays prior to the meeting) in order that copies may be included with the agenda and to give the council an opportunity to review the material in advance of the appearance.

Zoom Link: <https://cityoflaramie.zoom.us/j/81554154730?>

**1. CALL TO ORDER**

**2. Pledge of Allegiance**

**3. Roll Call**

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

(Limit of 3 minutes per speaker.)(Written or other materials must be submitted to the City Clerk for public record and dissemination six (6) days prior to the meeting per City Council Rules of Procedure Appendix B.)

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

A. MOTION BY \_\_\_\_, seconded by \_\_\_\_, that the following changes to the Agenda be approved:

B. MOTION BY \_\_\_\_, seconded by \_\_\_\_, that the Agenda be set as submitted or changed.

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

**6.A. PROCLAMATIONS & PRESENTATIONS**

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

Documents:

[Disabilities Awareness Month 3-2023.pdf](#)

**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**

Documents:

[Legal Ad CC Public Meeting 3-7-2023.pdf](#)

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

Documents:

[Planning Notice of OO2055\\_Sundance Hills 2nd Filing 3-7-23.pdf](#)

**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

## 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 so requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

MOTION BY \_\_\_\_\_, seconded by \_\_\_\_\_, that the Consent Agenda be approved and that each specific action on the Consent Agenda be approved as indicated.

## 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.

**[Bartholomew, CC]**

Documents:

[Minutes 2-21-2023.pdf](#)

### 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.

**[Bartholomew, CC]**

Documents:

[Cover Sheet BOH Minutes 3-7-23.pdf](#)  
[BOH Minutes 11-17-22.pdf](#)

### 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. **[Bartholomew, CC]**

Documents:

[Cover Sheet EAC Minutes 3-7-23.pdf](#)  
[EAC Minutes 12-1-22.pdf](#)

**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.

**[Feezer, ACM]**

**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.

**[Wade, ASD]**

**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.

**[Russell, HR Director]**

Documents:

[CoverRes. - corrected contract southard.pdf](#)

[Amend One Contract Robert Southard At-Will 2-27-23\\_.pdf](#)

[Cont.C-3905 Robert Southard At-Will Employment 12-20-22.pdf](#)

**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.

**[Gabathuler, Principal Planner]**

Documents:

[Cover Sheet Reso 2023-23 Bylaws Solar Board of Review 3-7-23.pdf](#)  
[Solar Board of Review Bylaw Resolution\\_3.7.23.pdf](#)  
[Attachment A Solar Board of Review Bylaws.pdf](#)  
[Staff Report.pdf](#)

**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.

**[Teini, Planning Manager]**

Documents:

[Cover Sheet Reso 2023-24 Bylaws Board of Adjustments.pdf](#)  
[Reso 2023-24 Bylaws Board of Adjustment 3-7-23.pdf](#)  
[Attachment A Bylaws Board of Adjustments.pdf](#)  
[Staff Report Bylaws Board of Adjustments.pdf](#)

**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.

**[Teini, Planning Manager; Gabathuler, Principal Planner]**

Documents:

[Cover Sheet Reso 2023-25 Bylaws Nuisance Board of Appeals 3-7-23.pdf](#)  
[Reso 2023-25 Bylaws Nuisance Board of Appeals.pdf](#)  
[Attachment A Bylaws Nuisance Board of Appeals 3-7-23.pdf](#)  
[Staff Report Bylaws Nuisance Board of Appeals.pdf](#)

**9.J. SCHEDULE MEETINGS:**

that the following meeting be scheduled:

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

**[Jordan, CM; Council]**

Documents:

[Cover.GoalReso2023.pdf](#)  
[GoalsReso202322A.pdf](#)  
[GoalsReso2023.pdf](#)

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

**[Russell, HR Director; Jordan, CM]**

Documents:

[Coversheet Bolton Consulting Services Contract - 03 02 23 \(002\).pdf](#)  
[Small Project Contract Bolton Partners Inc Bolton Executed 2-23-23.pdf](#)  
[Appendix A - Bolton Laramie Staffing and Compensation Study Proposal 12-27-2022.pdf](#)  
[Appendix B - Questionnaire.pdf](#)  
[Appendix C - RFP - Staffing and compensation study - December 2022.pdf](#)

**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)

**[Teini, Planning Manager]**

Documents:

[City Council Cover Sheet 2nd Reading 3.7.2023.pdf](#)  
[Ordinance 2nd Reading 3.7.2023.pdf](#)  
[PC Staff Report VAC-22-03.pdf](#)

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

**[Gabathuler, Principal Planner]**

Documents:

[CC cover sheet 03.07.23.pdf](#)  
[FP-22-03 Staff Report PC.pdf](#)

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

**[Jordan, CM]**

Documents:

[Cover.WS.PlentyGrantAgreement.03072023.pdf](#)  
[229206 Laramie Project Jupiter\\_AG Signed\\_022823.pdf](#)

**16. Public Comments**

(Please observe the time limit of three (3) minutes per speaker.)

## **17. Consideration of Future Council Work Session Topics**

Documents:

[Future Work Session Topics 3-7-2023.pdf](#)

[Upcoming Meetings 3-7-23.pdf](#)

## **18. Adjournment**