

# AGENDA

## CITY OF LARAMIE, WYOMING

### CITY COUNCIL REGULAR MEETING

CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE  
TUESDAY, SEPTEMBER 5, 2023, 6:30 PM  
(Pre-Council Meeting begins at 6:15 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: 892 9683 0843 Passcode: 762062 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 6:15 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/89296830843?pwd=RmM3Rm8vcDNlc3QwUkpCWmdldWpoZz09>

**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. PRESENTATION: Albany Advisory Council on Trafficking**

Documents:

[Human Trafficking City Council Meeting Presentation.pdf](#)  
[Task Force Operational Plan DRAFT 2.pdf](#)

**6.B. PUBLIC HEARING**

**6.C. ANNOUNCEMENTS**

**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 August 15, 16, 22, and 29, 2023**

**Action:**

that Council approve the Minutes of the following City Council meetings: the Regular Meeting of August 15 and the Special Meetings of August 16, August 22 and August 29, 2023, and have them placed on file for public inspection.

**[Bartholomew, CC]**

Documents:

[Minutes 8-15-23.pdf](#)

[Minutes 8-16-23.pdf](#)

[Minutes 8-22-23.pdf](#)

[Minutes 8-29-23.pdf](#)

**9.B. MINUTES: Minutes from the June 8, 2023, Traffic Safety Commission Meeting**

**Action:**

Move to acknowledge receipt of the June 8, 2023, Traffic Safety Commission Minutes and place them on file for public inspection.

**[Webb, PW]**

Documents:

[06.08.23 TSC Minutes combined.pdf](#)

**9.C. MINUTES: Minutes from the Board of Health Regular Meeting on May 18, 2023**

**Action:**

to acknowledge receipt of the Board of Health regular meeting minutes from May 18, 2023 and place them on file for inspection.

**[Bartholomew, CC]**

Documents:

[BOH Minutes 5-18-2023.pdf](#)

**9.D. MINUTES: Minutes from the April 13, 2023, Monolith Ranch Advisory Committee Meeting**

**Action:**

Move to acknowledge receipt of the Minutes from the Monolith Ranch Advisory Committee's April 13, 2023, Regular Meeting and place them on file for public inspection.

**[Webb, PW]**

Documents:

[MRAC 04.13.23 Minutes Combined.pdf](#)

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

**Action:**

that the Cemetery Deeds for August 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.

**[Feezer, ACM]**

**9.F. VOUCHERS: August 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 September. These expenditures are to be paid subject to audit by the City of Laramie Finance Department.

**[Wade, ASD]**

**9.G. LICENSE: Restaurant Liquor License No. R71 Pamela J Delgado-Garcia dba Garcia's Mexican Restaurant located at 111 Grand Ave is Closed Effective July 1, 2023**

**Action:**

That City Council acknowledge receipt of the change operating status to closed for Pamela J Delgado-Garcia dba Garcia's Mexican Restaurant located at 111 Grand Ave effective July 1, 2023.

**[Bartholomew, CC]**

Documents:

[Cover Sheet Garcias Mexican Restaurant closure 9-5-23.pdf](#)  
[Garcias Mexican Restaurant 8-16-23.jpg](#)

**9.H. CONTRACT: Award of Contract for Unit 764 Pickup Truck with Trade-In**

**Action:**

I move to award the contract for the replacement of Unit 764, Pickup Truck with Trade-In, to Bob Ruwart Motors (Chevrolet), Wheatland, WY in an amount not to exceed sixty-three thousand five hundred four dollars and eighty-three cents (\$63,504.83) and authorize the Mayor and City Clerk to sign.

**[Webb, PW]**

Documents:

[Cover Sheet Unit 764.pdf](#)  
[Unit 764 Bid Recommendation.pdf](#)  
[Unit 764 Contract.pdf](#)

**9.I. CONTRACT AMENDMENT: Consideration of Amendment No. 2 to the Contract Between Steiner Thuesen PLLC and the City of Laramie for the Greenhill Cemetery Columbarium Design Services**

**Action:**

that Council approve Amendment No. 2 to the September 7, 2021, contract between Steiner Thuesen PLLC and the City of Laramie to extend the term of the contract for the Greenhill Cemetery Columbarium Design Services and authorize the Mayor and City Clerk to sign.

**[Wilson, Cemetery/Hunter, Parks/Feezer, ACM]**

Documents:

[Cover Sheet\\_Columbarium Amend 2 .pdf](#)  
[Amendment 2 Steiner Theusen Columbarium\\_ 2.pdf](#)  
[Cont.C-3598 Amend 1 Steiner Thuesen PLLC Greenhill Cemetery 2-7-23.pdf](#)  
[Cont.C-3598 Steiner Thuesen PLLC Columbarium Structure 9-7-21.pdf](#)

**9.J. RESOLUTION: Resolution 2023-64, Authorizing the Appointment of H. Michael Bennett as a Magistrate for the City of Laramie Municipal Court**

**Action:**

To move that Council approve Resolution 2023-64, authorizing the appointment of a local attorney, H. Michael Bennett, as a Magistrate for the City of Laramie Municipal Court, and authorize the Mayor and City Clerk to sign.

**[Wade, ASD]**

Documents:

[Cover Sheet 2023 Bennett Magistrate.pdf](#)  
[RESOLUTION 2023-64 Bennett Magistrate.pdf](#)  
[Bennett Resume.pdf](#)  
[Bennett Letter of Intent.pdf](#)

**9.K. RESOLUTION: Resolution 2023-65, Authorizing a Lease Purchase Agreement with Big Horn Federal Savings Bank for Solid Waste Equipment**

**Action:**

To approve Resolution 2023-65, authorizing the City of Laramie to lease with an option to purchase Solid Waste equipment from Big Horn Federal Savings Bank, and authorize the Mayor and City Clerk to sign.

**[Wade, ASD]**

Documents:

[Lease Agreement Cover Sheet.pdf](#)  
[Council Resolution 2023-65 Approving Lease.pdf](#)  
[Lease Agreement w Purchase Solid Waste Equipment.pdf](#)

**9.L. RESOLUTION: Resolution 2023-68, Appointing One Member to Laramie Advisory Commission on Disabilities**

**Action:**

Move to approve Resolution 2023-68, appointing one member, Melissa Villalva, to the Laramie Advisory Commission on Disabilities with a term expiring October 31, 2026, and authorize the Mayor and Clerk to sign.

**[Russell, HR Director]**

Documents:

[Cover Sheet Reso 2023-68 appt one member LACD.pdf](#)  
[Reso 2023-68.pdf](#)

**9.M. SCHEDULE MEETINGS:**

that the following meeting be scheduled:

- i. September 12, 2023, 6:00 pm - Work Session: Housing Update: City's Ongoing Effort to Influence Housing Availability in Laramie
- ii. September 26, 2023, 6:00 pm - Work Session: Audit Open
- iii. September 26, 2023, 6:00 pm - Work Session: Community Partner Funding
- iv. October 24, 2023, 6:00 pm - Work Session: UW President Seidel State of the University Update
- v. October 24, 2023, 6:00 pm - Work Session: Renters Experiences in Laramie
- vi. November 14, 2023, 6:00 pm - Work Session: Reafertilis on rate updates for Utilities

**10. REGULAR AGENDA**

**11. Resolution 2023-66, Appointing Two Members to the Laramie Youth Council**

**[Bartholomew, CC]**

Documents:

[Cover Sheet Reso 2023-66 Appointing Two LYC 9-5-23.pdf](#)  
[Reso 2023-66 appt twomembers LYC 9-5-23.pdf](#)

**12. FAA Grant Agreement for the Laramie Regional Airport Reconstruct Runway Lighting and Install Runway End Identifier Lights (REILs) on Runways 12/30 and 3/21**

**[Amy Terrell, Laramie Regional Airport Director]**

Documents:

[AIG 047 City Cover Sheet Lighting Project \(002\).pdf](#)  
[LAR-NMG-3-56-0017-047-2023-Grant Agreement - unsigned.pdf](#)

**13. Resolution 2023-67, Fiscal Year 2024 Budget Amendment - Police Vehicle Replacement**  
**[Browne, Police Chief and Wade, ASD]**

Documents:

[Cover Sheet Resol 2023-67 LPD Veh Amend.pdf](#)  
[Budget Resol 2023-67 LPD Vehicle Repl.pdf](#)

**14. Original Ordinance No. 2065, Amending Various Sections within Title 15.14.050.I of the Laramie Municipal Code regarding Off-Street Utility, Dumpster, Recycling, Trash Handling and Recycling Facilities**  
Introduction and First Reading.  
**[Teini, Planning]**

Documents:

[Ord 2065 Cover Sheet\\_Council 09.5.2023.pdf](#)  
[CC Draft Ordinance 2065.pdf](#)  
[TA-23-02 PC Staff Report 8.14 \(1\).pdf](#)

**15. Public Comments**

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

**16. Consideration of Future Council Work Session Topics**

Documents:

[Future Work Session Topics 9-5-2023.pdf](#)  
[Upcoming Meetings 9-5-23.pdf](#)

**17. Adjourn to Executive Session regarding Litigation WY § 16-4-405(a)(iii) and Land Negotiation WY § 16-4-405(a)(vii)**