

# AGENDA

## CITY OF LARAMIE, WYOMING

### CITY COUNCIL REGULAR MEETING

CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE  
TUESDAY, NOVEMBER 7, 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: 828 2053 7880 Passcode: 892766 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/82820537880?pwd=RnkxTIFJMmhYmM0xc1IEOU1OQVJ4Zz09>

**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: Small Business Saturday**

Documents:

[Small Business Saturday Proclamation.pdf](#)

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

Documents:

[Epilepsy Awareness Month 10-17-23.pdf](#)

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

Documents:

[NAW City Proclamation.pdf](#)

**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**

Documents:

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

Documents:

[Legal Ad CC Public Meeting 11-07-2023.pdf](#)

**6.C. ANNOUNCEMENTS**

Documents:

[Council Announcement 11.7.23.pdf](#)

**6.C.i. Laramie Police Department and Volunteers of America (VOA) Mental Health Case Manager Introduction**

**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 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.

**[Bartholomew, CC]**

Documents:

[PH OO 2067 Amend 13.28.010 Vault Toilets 10-17-23.pdf](#)

[PH OO 2068 Amend Table 15.10-1 Limited Manufacturing 10-17-23.pdf](#)

[Minutes 10-17-23.pdf](#)

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

Documents:

[9.20.23 Board Meeting Minutes LRAB F.pdf](#)

**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.

**[Bartholomew, CC]**

Documents:

[CSC Police Minutes 8-2-23.pdf](#)

[CSC Fire Minutes 8-2-23.pdf](#)

**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.

**[Bartholomew, CC]**

Documents:

[LYC Minutes 9-6-23.pdf](#)

**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.

**[Feezer, ACM]**

**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.

[Wade, ASD]

**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:**

I 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.

[Webb, PW]

Documents:

[Summary Amend 1 UW Irrigation.pdf](#)  
[Amend 1 UW Irrigation Lines.pdf](#)  
[2017 Agreement UW Irrigation Lines.pdf](#)

**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.

[Bartholomew, CC]

Documents:

[Summary License Vehicle for Hire Tour De Venue 11-7-23.pdf](#)  
[Tour De Venue application 11-7-23.pdf](#)

**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.

[Bartholomew, CC]

Documents:

[Summary Resolution 2023-79 11-7-23.pdf](#)  
[Reso 2023-79 Appt Three Members Planning Commission 11-7-23.pdf](#)

**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.

**[Vice- Mayor Cumbie; Jordan, CM; Russell, HR]**

Documents:

[Summary Reso 2023-80 Addt Holidays 11-7-23.pdf](#)  
[Reso 2023-80 additional city holidays 2023.pdf](#)

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

**Action:**

I 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.

**[Webb, PW]**

Documents:

[Summary Resolution 2023-81 Traffic Safety Commission Member Appointment.pdf](#)  
[Resolution 2023-81 Appointing One Member to Traffic Safety Commission.pdf](#)

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

**Action:**

I 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.

**[Webb, PW]**

Documents:

[Summary Resolution 2023-82 Budget Amend Wastewater Thornburgh.pdf](#)  
[Res 2023-82 Budget Amend Wastewater Thornburgh.pdf](#)

**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.

**[Bartholomew, CC]**

Documents:

[Summary Resolution 2023-83 BOH appt 11-7-23.pdf](#)  
[Reso 2023- 83 appt one member to BOH 11-7-23.pdf](#)

**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)

**Action:**

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.

**[Teini, CEDD]**

Documents:

[Summary Original Ordinance No2067 \(11.07.2023\).pdf](#)  
[TA-23-06 Ord 2067 3rd Reading.pdf](#)  
[TA-23-06 PC Staff Report 9.11.2023.pdf](#)

**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.

**[Gabathuler, Principal Planner]**

Documents:

[Summary Original Ordinance No2068 \(11.7.23\).pdf](#)  
[Zoning Ordinance No2068 - 3rd Reading \(11.07.2023\).pdf](#)  
[TA-23-05 PC Staff Report.pdf](#)

**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**

**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 [Bartholomew, CC]**

Documents:

[Summary Liquor License Transfer-8 307 Horse Racing Inc 11-7-2023.pdf](#)  
[Transfer 8 307 Horse Racing Inc 10-10-23\\_Redacted.pdf](#)

**12. Resolution 2023-84, Amending City Council Rules of Procedure to Require Video Cameras for Zoom Participation and Amend Public Comment Language [Councilor Newman; Mayor Harrington; Southard, CA; Bartholomew, CC]**

Documents:

[Summary Reso Requiring Video Cameras Zoom 11-7-23docx.pdf](#)  
[Reso 2023-84 amending CC Rules of Procedure 11-7-23.pdf](#)  
[Attachment A Council - Rules of Procedure 11-7-23 Draft .pdf](#)

**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)  
**[Teini, CEDD]**

Documents:

[Summary Original Ordinance No2069 \(11.07.2023\).pdf](#)  
[Zoning Ord 2069 - 2nd Reading Ordinance 11.07.2023.pdf](#)



**14. E-23-52 Revocation of Mobile Vending License (MVL) for Taqueria Los Primos**  
[Teini, CEDD]

Documents:

[Summary Revocation of MVL - Taqueria Los Primos.pdf](#)  
[E-23-52 Revocation of MVL - Taqueria Los Primos - Staff Report.pdf](#)

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

Documents:

[SummaryResolution2023-85TransitPlanGrant.pdf](#)  
[Reso2023-85TransitPlanGrantAward.pdf](#)  
[FT24176 - Laramie Planning Agreement.pdf](#)  
[AwardLetterTransitPlanGrantWYDOT.pdf](#)

**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.  
[Gabathuler, Principal Planner]

Documents:

[Summary Original Ordinance No2070 \(11.7.23\).pdf](#)  
[Zoning Ord 2070 - 1st Reading - 1st Reading Ordinance 11.7.23.pdf](#)  
[A-23-02 Attachment A \(Annexation Map\).pdf](#)  
[A-23-02 PC Staff Report.pdf](#)

**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 Rd. adjacent to the northern municipal boundary as O (O District)**

Introduction and First Reading.  
[Gabathuler, Principal Planner]

Documents:

[Summary Original Ordinance No2071 \(11.7.23\).pdf](#)  
[Zoning Ord 2071 1st Reading Ordinance \(11.7.23\).pdf](#)  
[Z-23-02 Attachment A.pdf](#)  
[Z-23-02 Staff Report\\_PC.10.9.23.pdf](#)

**18. Original Ordinance No. 2072, annexing approximately 0.977 acres of property located due east of the intersection of Mojave Dr. and N. 45th St, into the boundaries of the City of Laramie**

Introduction and First Reading.

[Gabathuler, Principal Planner]

Documents:

[Summary Original Ordinance No2072 \(11.7.23\).pdf](#)  
[Annexation Ord 2072 - 1st Reading - 11.7.2023.pdf](#)  
[Attachment A Annexation map.pdf](#)  
[A-23-03 PC Staff Report.pdf](#)

**19. Original Ordinance No. 2073, amending the City of Laramie's official zoning map to zone a newly annexed parcel of land located along N 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.

[Gabathuler, Principal Planner]

Documents:

[Summary Original Ordinance No2073 \(11.7.23\).pdf](#)  
[Zoning Ord 2073 1st Reading Ordinance \(11.7.23\).pdf](#)  
[Attachment A.pdf](#)  
[Z-23-03 PC Staff Report.pdf](#)

**20. Original Ordinance No. 2074, annexing approximately 0.501 acres of property located due east of the intersection of Easterling Dr. and Cottonwood Dr., into the boundaries of the City of Laramie**

Introduction and First Reading.

[Gabathuler, Principal Planner]

Documents:

[Summary Original Ordinance No2074 \(11.7.23\).pdf](#)  
[Annexation Ord 2074 1st Reading Ordinance 11.7.23.pdf](#)  
[A-23-04 Annexation Map.pdf](#)  
[PC\\_Staff Report\\_10.9.23.pdf](#)

**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 Dr. adjacent to the Municipal Boundary to RR (Rural Residential) within the City of Laramie**

Introduction and First Reading.

[Gabathuler, Principal Planner]

Documents:

[Summary Original Ordinance No2075 \(11.7.23\).pdf](#)

[Zoning Ord 2075 - 1st Reading Ordinance \(11.7.23\).pdf](#)  
[Attachment A.pdf](#)  
[Z-23-04 PC Staff Report. 10.9.23.pdf](#)

**22. Public Comments**

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

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

Documents:

[Future Work Session Topics 11-7-2023.pdf](#)  
[Upcoming Meetings 11-7-23.pdf](#)

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