

AGENDA
CITY OF LARAMIE, WYOMING
CITY COUNCIL SPECIAL MEETING AND
WORK SESSION

(VIA ZOOM MEETING)

CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE

TUESDAY, MAY 10, 2022, 6:00 PM

City Council Meetings are open to the public. Council Chambers seating is unavailable at this time due to Resolution 2022-02. We encourage the use of the following tools to participate: watch live meetings on YouTube Live Feed (www.youtube.com/cityoflaramie/live), Cable Channel 191, or Zoom Webinar- Meeting ID: 851 8676 0987 Passcode: 628123 via internet, app, or telephone 1(669)900-9128. Public comments during the meeting can be provided via Zoom meeting. Public comments may also be submitted via email: council@cityoflaramie.org. Please email: clerk@cityoflaramie.org to request to make public comment during speaking time by no later than 3:00 pm on the day the meeting is to occur. Position of speaking will be assigned by lottery. Requests for accommodations from persons with disabilities must be made to the City Manager's Office 24 hours in advance of a meeting.

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. Full text available in Council Rules of Procedure and Code of Conduct 4.02 and Appendix B and C.

Written materials relative to an agenda item shall 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/85186760987?pwd=SnZrciNGdXZYaURNeEw2Q2dxeEJ4UT09>

1. SPECIAL MEETING

Documents:

[SM-Capital Budget 5-10-22.pdf](#)

1.A. CALL TO ORDER

1.B. Roll Call

1.C. Public Comment on Non-Agenda Items (Aggregate time limit 30 minutes)
(Limit of 3 minutes per speaker.)

1.D. Consideration of Changes to the Capital Budget
[Jordan, CM; Brown, COO; Wade, ASD]

Documents:

[Cover Sheet Capital Budget Amendments 5-10-22.pdf](#)
[Summary of Capital Budget Changes.pdf](#)

1.E. Adjourn the Special Meeting and Convene the Work Session

2. WORK SESSION

2.A. Public Comment on Non-Agenda Items (Aggregate time limit 30 minutes)
(Limited to three (3) minutes per speaker.)

2.B. City Council Updates/Council Comments

2.C. Agenda Review

Documents:

[May 17 2022 Draft .pdf](#)

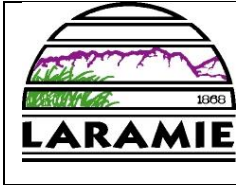
**NOTICE OF CITY COUNCIL
SPECIAL MEETING**

NOTICE IS HEREBY GIVEN that a **Special Meeting** of the Laramie City Council will be held **Tuesday, May 10, 2022, 6:00 pm** via Zoom Meeting ID #851 8676 0987 Passcode #628123 for the following purpose:

1. Consideration of the Recommended Capital Budget

/s/ Paul Weaver, Mayor and President of City Council
Attest:/s/Nancy Bartholomew, City Clerk

Advertised: May 4, 2022, published in the newspaper Laramie Boomerang.
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Agenda Item: Amendment - Budget

Title: Capital Budget Amendments

Recommended Council MOTION:

Approve the City Manager’s recommendations for changes to the FY 2023 – FY 2024 capital budget, reducing the FY 2023 recommended budget by \$972,780 and the FY 2024 recommended budget by \$1,197,095.

Administrative or Policy Goal:

Background:

The City Council reviewed the FY 2023 – FY 2024 Recommended Capital Investment Plan during work sessions on April 12 and 26, 2022. Capital budget motion forms were distributed to the Council on April 26 and due to staff by end of day on May 4 in preparation for the special meeting on the capital budget. Staff have received no Council motions to change the recommended capital budget.

The City Council requested that staff prepare a summary of known changes to the capital budget for the special meeting. In accordance with this request, staff have prepared the accompanying memo to detail known changes and present them for Council approval.

Legal/Statutory Authority:

REVENUE

Responsible Staff:

Malea Brown, Chief Operating Officer
Jennifer Wade, Administrative Services Director



City of Laramie
City Manager's Office
P.O. Box C
Laramie, Wyoming 82073

(307) 721-5226
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Date: May 6, 2022

To: Honorable Mayor and City Councilors
City of Laramie Management Team

Fr: Janine Jordan, City Manager
Malea Brown, COO
Jennifer Wade, Administrative Services Director

Re: Recommended Capital Budget Changes To Date for FY 2023 – FY 2024

Each year, staff requests several adjustments to the City Manager's Recommended Budget. These adjustments are necessary to reflect changes in condition since budget estimates were developed in January and February or corrections to budget preparation errors.

Each proposed change to the FY 2023 – FY 2024 capital budget is described in detail below. It is the City Manager's recommendation that these changes, totaling a reduction of \$972,780 in FY 2023 and a reduction of \$1,197,095 in FY 2024, be included in the adopted budget.

Fund	Description	Recommended Adjustment FY 2023	Recommended Adjustment FY 2024
General Fund	Correction to fleet unit 887 budgeted amount	51,488	-
	The original budget estimate for unit 887 (a vehicle replacement in the code administration division) was prepared using the incorrect assumption of a hand-down unit replacement. This adjustment reflects the additional amount necessary to acquire the vehicle and is funded by reserves.		
	Increase Budget – City Hall MAU Bid Award	32,273	-
	This increase reflects the bid awarded by the Council on 3/1/22 and is funded by reserves.		
	Increase Budget – 3rd St Cooperative Agreement	135,105	-
	The City executed an agreement in 2018 with WYDOT for construction of two medians on 3 rd Street. In preparation for the 3 rd Street project, Director Webb has requested that appropriations be added for this agreement. The increase is funded by reserves.		
	Total Recommended Budget Adjustment	\$218,866	\$-

Fund	Project or Expense Description	Recommended Adjustment FY 2023	Recommended Adjustment FY 2024
<u>2018 SPT Fund</u>	Increase Budget - 9th Street Reconstruction	585,000	-
	This increase reflects the bid awarded by the City Council on 4/19/22 and is funded by reserves.		
	Project Schedule Change – Boswell Drive Reconstruction	(1,150,000)	115,000
	Director Webb has advised of a project schedule change for Boswell Drive, which will be moved into later years to coordinate with Palmer reconstruction. Design is planned for FY 2024.		
	Increase Budget - Flint Street Reconstruction	61,259	-
	This increase reflects a WYDOT agreement amendment that was approved by the Council on 5/3/22 and is funded by reserves.		
	Total Recommended Budget Adjustment	(\$503,741)	\$115,000
<u>Water Fund</u>	Move Fleet Units from FY 2024 to FY 2023	233,521	(233,521)
	During the Council budget work sessions, staff discussed long delays in receiving fleet units after bid award. This budget adjustment will allow for all Water Fund scheduled units to be bid for replacement in FY 2023, rather than spreading out bids over the biennium.		
	Total Recommended Budget Adjustment	\$233,521	(\$233,521)
<u>Wastewater Fund</u>	New Project – Wastewater Line Rehabilitation at Sully and Canby, 3rd and 4th	150,000	-
	Director Webb has requested a new project in FY 2023 based on the installation of a car wash at this location and the condition of existing wastewater lines. The project will be funded by a transfer.		
	Project Transfer – Reynolds Sanitary Sewer Replacement	(150,000)	-
	This transfer funds the additional project necessary at Sully and Canby, 3 rd and 4 th .		
	Move Fleet Units from FY 2024 to FY 2023	59,573	(59,573)
	During the Council budget work sessions, staff discussed long delays in receiving fleet units after bid award. This budget adjustment will allow for all Wastewater Fund scheduled units to be bid for replacement in FY 2023, rather than spreading out bids over the biennium.		
	Reduce Budget – B2 Line Replacement	(2,000,000)	-
	This project budget was erroneously amended upward upon Council’s resolution to allocate ARPA funding – an adjustment is required to correct the error.		
	Total Recommended Budget Adjustment	(\$1,940,427)	(\$59,573)
<u>Solid Waste Fund</u>	Move Fleet Units from FY 2024 to FY 2023	1,019,001	(1,019,001)
	During the Council budget work sessions, staff discussed long delays in receiving fleet units after bid award. This budget adjustment will allow for all Solid Waste Fund scheduled units to be bid for replacement in FY 2023, rather than spreading out bids over the biennium.		
	Total Recommended Budget Adjustment	\$1,019,001	\$(1,019,001)

DRAFT AGENDA ITEMS

May 17, 2022

1. AGENDA
2. Pledge of Allegiance
3. Roll Call
4. Public Comment on Non-Agenda Items
5. Consideration of Changes in Agenda and Setting the Agenda
6. PROCLAMATIONS/PUBLIC HEARINGS/NOTIFICATIONS
 - 6.A. PROCLAMATIONS & PRESENTATIONS
 - 6.A.i. PRESENTATION: Laramie Youth Council Year End Presentation [Bartholomew, CC]
 - 6.B. PUBLIC HEARING
 - 6.B.i. PUBLIC HEARING: Original Ordinance No. 2045, amending Laramie Municipal Code Section 10.36.020 Related to the Restrictions Regarding the Stopping, Standing or Parking of Vehicles, Trailers and Recreational Vehicles [Webb, PW]
 - 6.C. ANNOUNCEMENTS
 - 6.C.i. Monthly Staff Recognition
 - Mike Shingleton (Sr. Facilities Maintenance Worker)
 - 6.C.ii. Voter ID: Present at the Polls
 - 6.C.iii. Filing Period for Elected Offices May 12-27, 2022
7. Disclosures by City Council Members
8. Approval of Consent Agenda
9. CONSENT AGENDA
 - 9.A. MINUTES: City Council Meetings. [Bartholomew, CC]
 - 9.B. MINUTES – Approval of the minutes from the December 8, 2021, regular meeting of the Parks, Tree & Recreation Advisory Board. [Feezer, ACM]
 - 9.C. MINUTES – Approval of the minutes from the January 12, 2022, regular meeting of the Parks, Tree & Recreation Advisory Board. [Feezer, ACM]
 - 9.D. MINUTES – Approval of the minutes from the January 13, 2022, special meeting of the Parks, Tree & Recreation Advisory Board. [Feezer, ACM]
 - 9.E. CEMETERY DEEDS: Cemetery Deeds for May 1-15, 2022. [Feezer, ACM]
 - 9.F. AGREEMENT: Approval of a Reimbursement Agreement for Street Oversizing with 3rd Street Partners – Poledna Addition [Webb, PW]
 - 9.G. AGREEMENT: Amendment #1 to the Professional Services Agreement for the Wellhead Building Upgrade Project [Webb, PW]
 - 9.H. AGREEMENT: Consideration of a fee for services agreement between the Laramie Public Art Coalition and the City of Laramie. [Guerin, Recreation/Feezer, ACM]

DRAFT AGENDA ITEMS

May 17, 2022

- 9.I. LEASE: Consideration of a lease agreement between the City of Laramie and GH Family Partnership, LLC for 404 S. 2nd Street to be used for outdoor dining. [Feezer, ACM]
- 9.J. GRANT: Consideration of Pre-Award Acceptance Letter for a 20222 Wyoming Emergency Insect Management Grant. [Hunter, Parks/Feezer, ACM]
- 9.K. RESOLUTION: Resolution 2022-29, Appointing One (1) Member to the Traffic Safety Commission [Webb, PW]
- 9.L. FINAL PLAT: LVC Subdivision Final Plat [Teini, Planning Manager; Feezer, ACM]
- 9.M. SCHEDULE MEETINGS:
 - 9.M.i. May 18, 2022, 6:00 pm – Work Session: 5th Penny Tax (Joint with Albany County Board of Commissioners and Rock River)
 - 9.M.ii. June 28, 2022, 6:00 pm (moved from July 26) – Work Session: Town/Gown Update: Campus Housing Project Planning
- 10. REGULAR AGENDA
- 11. Amendment #2 to the City-Wide Storm Drainage Master Study Professional Services Agreement with Wood Environmental and Infrastructure Solutions [Webb, PW]
- 12. Resolution 2022-30, Authorizing Submission of an Application to the State Loan and Investment Board for a Loan Through the State Revolving Fund requesting an additional \$6,000,000 to support construction of the North Side Tank Project (Loan # DW-193). [Webb, PW]
- 13. Original Ordinance No. 2045, amending Laramie Municipal Code Section 10.36.020 Related to the Restrictions Regarding the Stopping, Standing or Parking of Vehicles, Trailers and Recreational Vehicles. Second Reading. (Introduced by Gabriel) [Webb, PW]
- 14. Original Ordinance No. 2041, Amending Laramie Municipal Code Section 10.32 Related to Bicycles by adding References to Electric and Motor Assisted Bicycles, Electric Personal Assistive Mobility Devices, and Electric Scooters. Second Reading. (Introduced by O’Doherty) (Requesting Postponement to July 19, 2022. [Feezer, ACM/Stalder, PD]
- 15. Resolution 2022-31, adopting an income threshold for the application of needs-based discounts for Laramie Community Recreation Center Memberships and Recreation Activities. [Guerin, Recreation/Feezer, ACM]
- 16. Public Comments on Non-Agenda Items.
- 17. Consideration of future Council Work Session topics.
- 18. Adjourn to Executive Session Regarding Confidential Information WY § 16-4-405(a)(ix).