

**AGENDA**  
**CITY OF LARAMIE, WYOMING**  
**CITY COUNCIL MEETING**  
**CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE**  
**JANUARY 15, 2019 6:30 pm**

*City Council Meetings are open to the public. 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 p.m., unless the majority of the City Council members present vote to extend the meeting.*

**1. AGENDA**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. 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.

**5. PROCLAMATIONS/NOTIFICATIONS/PUBLIC HEARINGS**

**5.A. PROCLAMATIONS & PRESENTATIONS**

**5.B. PUBLIC HEARING**

**5.C. ANNOUNCEMENTS**

**6. Disclosures by City Council Members**

**7. 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.

**8. CONSENT AGENDA**

**8.A. MINUTES: City Council Meetings**

**Action:**

that Council approve the Minutes of the City Council Regular Meeting of January 2, 2019 for both the Outgoing and Incoming Council and have them placed on file for public inspection.

**[Bartholomew, CC]**

Documents:

[Minutes 1-2-19 Outgoing Council.pdf](#)

[Minutes 1-2-19 Incoming .pdf](#)

**8.B. CEMETERY DEEDS: Cemetery Deeds for January 1-15, 2019**

**Action:**

that the Cemetery Deeds for January 1-15, 2019 be accepted, and the Mayor and City Clerk be authorized to sign and have them recorded in the Office of the County Clerk.

**[Feezer, ACM]**

**8.C. RESOLUTION: Resolution 2019-13, appointing one member to the Laramie Regional Airport Board.**

**Action:**

to approve Resolution 2019-13, to appoint one board member Leif Erickson to the Laramie Regional Airport Joint Powers Board for a term expiring December 31, 2023, and authorize Mayor and Clerk to sign.

**[Bartholomew, CC]**

Documents:

[Cover Sheet Reso 2019-13, appt One 1-15-19.pdf](#)

[1-15-19 Appointment Resolution 2019-13 \\_LRA\\_JPB.pdf](#)

**8.D. RESOLUTION: Resolution 2019-12, recommending continuation of service by a member of council serving on the Pilot Hill Committee.**

**Action:**

to approve Resolution 2019-12, recommending Bryan Shuster, member of Laramie City Council, continue serving on the Pilot Hill Funding Oversight Committee as elected to do so by the Board of County Commissioners, and authorize the Mayor and Clerk to sign.

**[Bartholomew, CC]**

Documents:

[Cover Sheet Reso 2019-12, Pilot Hill Committee Recommendation 1-15-19.pdf](#)

[Reso 2019-12 Pilot Hill recommendation 1-15-19jj.pdf](#)

**8.E. SCHEDULE MEETINGS:**

**Action:**

that Council schedule the following meeting(s):

1. February 26, 2019, 6:00 p.m. - WORK SESSION: Monolith Ranch Water Right Overview & Petition
2. February 26, 2019, 6:00 p.m. - WORK SESSION: Safe Harbor Agreement (Wyoming Toad) on Williamson Donated Property

**9. REGULAR AGENDA**

**10. WAM (Wyoming Association of Municipalities) 2019 Winter Workshop Official Voting Delegates Form  
[Bartholomew, CC]**

Documents:

[Cover Sheet WAM-VDelegates Jan 2019.pdf](#)  
[WAM Official Voting Delegate Form 1-15-19.pdf](#)

**11. Resolution 2019-11, recommending a member of council to the Laramie Public Art Coalition.  
[Bartholomew, CC]**

Documents:

[Cover Sheet Reso 2019-11, Laramie Public Art Coalition 1-15-19.pdf](#)  
[Reso 2019-11 LPAC recommendation 1-15-19jj.pdf](#)

**12. Original Ordinance No. 1993, amending LMC 5.09.350.C. to correctly label catering permits and 12.60.050.H. to clarify that certain application fees are due at time of application.**

Introduction and First Reading.

**[Bartholomew, CC]**

Documents:

[Cover Sheet OO1993 First Reading 1-15-19.pdf](#)  
[OO 1993 DRAFT Alcohol Changes 1-15-2019.pdf](#)

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

(Members of the public may address the City Council on items not on the printed Agenda. Please observe the time limit of five (5) minutes.)

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

Documents:

[Future Work Session Topics 1-15-2019.pdf](#)  
[Upcoming Meetings 1-15-2019.pdf](#)

**14.A. Review the current/future Council Work Session topics.**

**15. Adjournment**

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING OUTGOING COUNCIL  
JANUARY 2, 2019

**1. AGENDA**

Regular Meeting of the City Council was called to order by Mayor Summerville at 6:42 p.m.

**2. Pledge of Allegiance**

Mayor Summerville led the Pledge of Allegiance.

**3. Roll Call**

Roll call showed present: Gabriel, McKinney, Paulekas, Shumway, Shuster, Stoner, Pearce, and Summerville. Absent: Hanson.

Staff present: Janine Jordan, City Manager; Nancy Bartholomew, City Clerk; Bob Southard, City Attorney; Malea Brown, Chief Operating Officer; Todd Feezer, Assistant City Manager; Brooks Webb, Interim Public Works Director; and Dan Johnson, Fire Chief.

**4. PRE-MEETING ITEMS**

**4.A. PROCLAMATIONS & PRESENTATIONS**

**4.B. PUBLIC HEARING**

**4.C. ANNOUNCEMENTS**

Brooks Webb- Christmas Tree Pickup Saturday.

**5. Disclosures by City Council Members**

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

A. MOTION BY PEARCE, seconded by Shumway, that the following changes to the Agenda be approved: Resolution 2019-10, appointing two members to the DDA with the motion to approve Resolution 2019-10, appointing Candace Piscioti and Scott Crist to the to the Downtown Development Authority with a term ending June 30, 2021, and authorize the Mayor and City Clerk to sign and add 9.A. Public Comment.

MOTION CARRIED by voice vote.

B. MOTION BY PEARCE, seconded by Stoner, that the Agenda be set as changed.

MOTION CARRIED by voice vote.

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CITY COUNCIL MEETING OUTGOING COUNCIL  
JANUARY 2, 2019

**7. 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 PEARCE, seconded by Shuster, that the Consent Agenda be approved and that each specific action on the Consent Agenda be approved as indicated.

Roll call showed Aye: Gabriel, McKinney, Paulekas, Shumway, Shuster, Stoner, Pearce, and Summerville. Nay: None. Absent: Hanson. MOTION CARRIED.

**8. CONSENT AGENDA**

**8.A. MINUTES: City Council Meetings**

**Action:**

that Council approve the Minutes of the City Council Regular Meeting of December 18, 2018 and have them placed on file for public inspection.

**8.B. CEMETERY DEEDS: Cemetery Deeds for December 16-31, 2018**

**Action:**

that the Cemetery Deeds for December 16-31, 2018 be accepted, and the Mayor and City Clerk be authorized to sign and have them recorded in the Office of the County Clerk.

**8.C. VOUCHERS: December 2018**

**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 January. These expenditures are to be paid subject to audit by the City of Laramie Finance Department.

**8.D RESOLUTION: Resolution 2019-06, appointing one member to the Laramie Plains Civic Center Joint Powers Board.**

**Action:**

to approve Resolution 2019-06, appointing Eric Sandeen to the Laramie Plains Civic Center Joint Powers Board with a term ending October 31, 2021 and authorize Mayor and City Clerk to sign.

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**8.E. RESOLUTION: Resolution 2019-08, appointing one member to Traffic Commission.**

**Action:**

to approve Resolution 2019-08, appointing Philip Varca to the Traffic Commission and authorize the Mayor and City Clerk to sign.

**8.F. RESOLUTION: Resolution 2019-09, appointing one member to the Planning Commission/Board of Adjustment for the City of Laramie, Wyoming.**

**Action:**

to approve of City Council Resolution 2018-09 appointing one member, Katherine Kasckow to the Planning Commission/Board of Adjustment for the City of Laramie, Wyoming, and authorize the Mayor and Clerk to sign the Resolution.

**8.G. RESOLUTION: Resolution 2019-07, appointing one member of council to the Laramie Advisory Commission on Disabilities.**

**Action:**

to approve Resolution 2019-07, appointing Michelle Blakely to the Laramie Advisory Commission on Disabilities for a term expiring October 31, 2021, and authorize the Mayor and Clerk to sign.

**8.H. AGREEMENT-AMENDMENT: Amendment One to Cooperative Agreement with Wyoming Department of Transportation for the Bill Nye and Corthell Road Project**

**Action:**

to approve the first amendment to the Cooperative Agreement with the Wyoming Department of Transportation for participation in the Bill Nye Avenue and Corthell Road Project and authorize the Mayor and City Clerk to sign.

**8.I. RESOLUTION: Resolution 2019-10, appointing two members to the Downtown Development Authority.**

**Action:**

to approve Resolution 2019-10, appointing Candace Piscioti and Scott Crist to the to the Downtown Development Authority with a term ending June 30, 2021, and authorize the Mayor and City Clerk to sign.

**9. REGULAR AGENDA**

**9.A. Public Comment**

Judy Snoke- Thank you to the Council for everything they did.

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**10. Adjournment**

MOTION BY STONER, seconded by Shuster, to adjourn.

MOTION CARRIED by voice vote.

Council adjourned at 6:47 p.m.

Respectfully submitted,

Nancy Bartholomew  
City Clerk

MINUTES  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING INCOMING COUNCIL  
JANUARY 2, 2019

**1. AGENDA**

Regular Meeting of the City Council was called to order by City Clerk Nancy Bartholomew at 6:58 p.m.

**2. Pledge of Allegiance**

City Clerk Nancy Bartholomew led the Pledge of Allegiance.

**3. Oaths of Office for Elected Councilors.**

City Clerk Nancy Bartholomew administrated Oath of Office to newly elected Council members: Paul Weaver, Jessica Stalder, Erin O'Doherty, Brian Harrington, and Bryan Shuster.

**4. Roll Call**

Roll call showed present: Gabriel, Harrington, McKinney, O'Doherty, Pearce, Shumway, Shuster, Stalder, and Weaver. Absent: None.

In order to establish order of seniority of Council members with equal years of service Councilors McKinney and Gabriel drew from a deck of cards. High to low card number determined ranking: Gabriel and McKinney. (Attorney opened deck and conducted card drawing.)

In order to establish order of seniority of Council members with equal years of service Councilors Harrington, O'Doherty, Stalder, and Weaver drew from a deck of cards. High to low card number determined ranking: O'Doherty, Harrington, Weaver, and Stalder.

Staff present: Janine Jordan, City Manager; Todd Feezer, Assistant City Manager; Nancy Bartholomew, City Clerk; Bob Southard, City Attorney; Malea Brown, COO; Dan Johnson, Fire Chief; and Brooks Webb, Interim Public Works Director.



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**5. Election of Mayor and President of the Laramie City Council.**

**5.A. Nominations**

Nominations were conducted by City Clerk Nancy Bartholomew.

Council member Shumway, do you have a nomination for Mayor and President of the City Council: Gabriel.

Council member Pearce, do you have a nomination for Mayor and President of the City Council: Pearce.

Council member Shuster, do you have a nomination for Mayor and President of the City Council: Shumway.

Council member Gabriel, do you have a nomination for Mayor and President of the City Council: None.

Council member McKinney, do you have a nomination for Mayor and President of the City Council: Pearce.

Council member O'Doherty, do you have a nomination for Mayor and President of the City Council: Pearce.

Council member Harrington, do you have a nomination for Mayor and President of the City Council: None.

Council member Weaver, do you have a nomination for Mayor and President of the City Council: None.

Council member Stalder, do you have a nomination for Mayor and President of the City Council: Shumway.

City Clerk Nancy Bartholomew stated the nominations are Gabriel, Shumway, and Pearce.

**5.B. Election**

Council member Shumway, who do you vote for: Shumway.

Council member Pearce, who do you vote for: Pearce.

Council member Shuster, who do you vote for: Shumway.

Council member Gabriel, who do you vote for: Gabriel.

Council member McKinney, who do you vote for: Pearce.

Council member O'Doherty, who do you vote for: Pearce.

Council member Harrington, who do you vote for: Pearce.

Council member Weaver, who do you vote for: Shumway.

Council member Stalder, who do you vote for: Shumway.

City Clerk Nancy Bartholomew stated the votes show 4 votes Shumway, 4 votes Pearce, and 1 vote Gabriel. According to Laramie Municipal Code- in the event of a tie, the City Council vote on the two council members receiving the most votes. Majority vote is five (5).

Council member Shumway, who do you vote for: Shumway.

Council member Pearce, who do you vote for: Pearce.

Council member Shuster, who do you vote for: Shumway.

Council member Gabriel, who do you vote for: Shumway.

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Council member McKinney, who do you vote for: Pearce.  
Council member O'Doherty, who do you vote for: Pearce.  
Council member Harrington, who do you vote for: Shumway.  
Council member Weaver, who do you vote for: Shumway.  
Council member Stalder, who do you vote for: Shumway.

City Clerk Nancy Bartholomew stated the votes show 6 votes Shumway and 3 votes Pearce.

**5.C. Resolution 2019-01, appointing the Mayor and President of the Council of the City of Laramie, Wyoming for the years of 2019-2020.**

MOTION BY SHUSTER, seconded by Gabriel, that Council approve Resolution 2019-01, appointing Council Member Joe Shumway as the Mayor and President of the Council of the City of Laramie, Wyoming for the years of 2019-2020.

Roll call showed Aye: Harrington, McKinney, O'Doherty, Pearce, Shuster, Stalder, Weaver, Gabriel, and Shumway. Nay None. Absent: None. MOTION CARRIED.

**6. Election of Vice Mayor and Vice President of the Laramie City Council.**

**6.A. Nominations**

Mayor Shumway asked the City Clerk to conduct the nominations for Vice Mayor.

Council member Shumway, do you have a nomination for Vice Mayor and Vice President of the City Council: None.  
Council member Pearce, do you have a nomination for Vice Mayor and Vice President of the City Council: Weaver.  
Council member Shuster, do you have a nomination for Vice Mayor and Vice President of the City Council: Shuster.  
Council member Gabriel, do you have a nomination for Vice Mayor and Vice President of the City Council: Gabriel.  
Council member McKinney, do you have a nomination for Vice Mayor and Vice President of the City Council: Pearce.  
Council member O'Doherty, do you have a nomination for Vice Mayor and Vice President of the City Council: Gabriel.  
Council member Harrington, do you have a nomination for Vice Mayor and Vice President of the City Council: None.  
Council member Weaver, do you have a nomination for Vice Mayor and Vice President of the City Council: None.  
Council member Stalder, do you have a nomination for Vice Mayor and Vice President of the City Council: None.

City Clerk Nancy Bartholomew stated the nominations are Weaver, Shuster, Pearce, and Gabriel.

Paul Weaver declined nomination.

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**6.B. Election**

Council member Shumway, who do you vote for: Gabriel.  
Council member Pearce, who do you vote for: Shuster.  
Council member Shuster, who do you vote for: Shuster.  
Council member Gabriel, who do you vote for: Gabriel.  
Council member McKinney, who do you vote for: Shuster.  
Council member O'Doherty, who do you vote for: Gabriel.  
Council member Harrington, who do you vote for: Pearce.  
Council member Weaver, who do you vote for: Pearce.  
Council member Stalder, who do you vote for: Shuster.

City Clerk Nancy Bartholomew stated the votes show 3 votes Gabriel, 4 votes Shuster, and 2 votes Pearce. According to Laramie Municipal Code- in the event of a tie, the City Council vote on the two council members receiving the most votes. Majority vote is five (5).

Council member Shumway, who do you vote for: Gabriel.  
Council member Pearce, who do you vote for: Gabriel.  
Council member Shuster, who do you vote for: Shuster.  
Council member Gabriel, who do you vote for: Gabriel.  
Council member McKinney, who do you vote for: Shuster.  
Council member O'Doherty, who do you vote for: Gabriel.  
Council member Harrington, who do you vote for: Gabriel.  
Council member Weaver, who do you vote for: Gabriel.  
Council member Stalder, who do you vote for: Gabriel.

City Clerk Nancy Bartholomew stated the votes show 2 votes Shuster and 7 votes Gabriel.

**6.C. Resolution 2019-02, appointing the Vice-Mayor and Vice-President of the Council of the City of Laramie, Wyoming for the years of 2019-2020.**

MOTION BY SHUSTER, seconded by McKinney, approve Resolution 2019-02, appointing Council Member Pat Gabriel as the Vice-Mayor and Vice-President of the Council of the City of Laramie, Wyoming for the years of 2019-2020, and authorize the Mayor and Clerk to sign.

Roll call showed Aye: Harrington, McKinney, O'Doherty, Pearce, Shuster, Stalder, Weaver, Gabriel, and Shumway. Nay None. Absent: None. MOTION CARRIED.

**7. Seat Selection.**

Seating from left to right, as seen from the floor: McKinney, Stalder, Harrington, Gabriel, Shumway, Shuster, Weaver, O'Doherty, and Pearce.

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**8. Selection of Boards and Commissions Council positions.**

**8.A. Resolution 2019-03, appointing Council Members for the City of Laramie, Wyoming to serve as a liaison or voting member to each Board and Commission for the City of Laramie, Wyoming.**

MOTION BY MCKINNEY, seconded by Gabriel, to approve Resolution 2019-03, appointing Council Members for the City of Laramie, Wyoming to serve as a liaison or voting member to each Board and Commission for the City of Laramie, Wyoming, and authorize the Mayor and Clerk to sign.

Roll call showed Aye: Harrington, McKinney, O'Doherty, Pearce, Shuster, Stalder, Weaver, Gabriel, and Shumway. Nay None. Absent: None. MOTION CARRIED.

The appointments are as follows: (This portion is for minute purposes only.)

Board of Health: Stalder  
Building & Fire Code Board of Appeals: McKinney  
Downtown Development Authority/Mainstreet: Stalder  
Environmental Advisory Committee: O'Doherty  
Laramie Advisory Commission on Disabilities: O'Doherty  
Parks, Trees, and Recreation Advisory Board: Gabriel  
Planning Commission/Zoning Board of Adjustment: Shuster  
Monolith Ranch Advisory Committee: Weaver  
Traffic Commission: O'Doherty  
Finance Committee: Shumway, Shuster, and Pearce  
Local Emergency Planning Committee: Gabriel  
Urban Systems Advisory: Shumway, Pearce, and Shuster  
Civil Service Commission: Shumway  
Albany County Tourism Board JPB: Harrington  
Laramie Plains Civic Center Board JPB: Gabriel  
Laramie Regional Airport JPB: Stalder  
Community Juvenile Services Board: Weaver  
LCCC Albany County Campus Advisory Council: Weaver  
Laramie Chamber Business Alliance Beautification Committee: O'Doherty  
Laramie Chamber Business Alliance/ Laramie Economic Development Commission: Pearce  
Laramie Railroad Depot Association Board: Shuster  
Laramie Rifle Range Board: McKinney  
Wyoming Territorial Park Board: Harrington  
Laramie Town and Gown Association: Harrington  
Pilot Hill Committee: Shuster  
Laramie Youth Council: Harrington, Weaver, and Shumway  
Community Alcohol Consumption & Best Practices Review Committee: Stalder, Pearce, and O'Doherty

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**9. Resolution 2019-04, designating the Laramie Daily Boomerang as the official legal newspaper of the City of Laramie, Wyoming for the calendar years 2019 and 2020.**

MOTION BY SHUSTER, seconded by McKinney, to approve Resolution 2019-04, designating the Laramie Daily Boomerang as the official legal newspaper of the City of Laramie, Wyoming for the calendar years 2019 and 2020, and authorize the Mayor and Clerk to sign.

Roll call showed Aye: Harrington, McKinney, O'Doherty, Pearce, Shuster, Stalder, Weaver, Gabriel, and Shumway. Nay None. Absent: None. MOTION BY CARRIED.

**10. Resolution 2019-05, setting Council meeting dates, times, and location.**

MOTION BY WEAVER, seconded by Shuster, to approve Resolution 2019-05, setting the time, date and location of pre-council meetings, regular meetings, work session meetings, and public hearings of the city council, and authorize the Mayor and Clerk to sign.

Roll call showed Aye: Harrington, McKinney, O'Doherty, Pearce, Shuster, Stalder, Weaver, Gabriel, and Shumway. Nay None. Absent: None. MOTION CARRIED.

**11. Disclosures by City Council Members**

None.

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

MOTION BY GABRIEL, seconded by Shuster, that the Agenda be set as presented.

MOTION CARRIED by voice vote.

**13. 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 GABRIEL, seconded by Shuster, that the Consent Agenda be approved and that each specific action on the Consent Agenda be approved as indicated.

Roll call showed Aye: Harrington, McKinney, O'Doherty, Pearce, Shuster, Stalder, Weaver, Gabriel, and Shumway. Nay None. Absent: None. MOTION CARRIED.

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**14. CONSENT AGENDA**

**14.A. MINUTES: Approval of the minutes from the November 12, 2018 regular meeting of the Parks, Tree & Recreation Advisory Board.**

**Action:**

to approve the minutes from the November 12, 2018 regular meeting of the Parks, Tree & Recreation Advisory Board.

**14.B. SCHEDULE MEETING(S)**

**Action:**

that Council schedule the following meeting(s):

1. January 8, 2019, 6:00 p.m. - WORK SESSION: Street Financial Plan (#9): Resident Responses [Jordan, CM]
2. January 8, 2019, 6:00 p.m. - WORK SESSION: Review of Conditional Use Process and Land Use by Zoning District [Teini, Planning Manager]
3. January 8, 2019, 6:00 p.m. - WORK SESSION: Laramie Plains Civic Center Update [Southard, CA]
4. January 22, 2019, 6:00 p.m. - WORK SESSION: Retail Analysis & Progress Report [Jordan/Reese]
5. January 22, 2019, 6:00 p.m. - WORK SESSION: City-Owned Property at Boulder Drive [Joint Meeting with ACSD Board pending RSVP] [Teini, Planning Manager]

**15. REGULAR AGENDA**

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

None.

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

None.

**18. Adjournment**

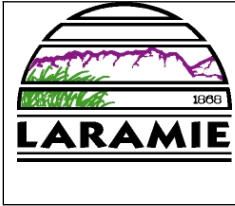
MOTION BY PEARCE, seconded by Shuster, that Council adjourn.

MOTION CARRIED by voice vote.

Council adjourned at 8:01 p.m.

Respectfully submitted,

Nancy Bartholomew  
City Clerk



**Agenda Item: Resolution**  
**Title: Resolution 2019-13, appointing one member to the Laramie Regional Airport Joint Powers Board for the City of Laramie, Wyoming.**

**Recommended Council MOTION:**

That Council move to approve Resolution 2019-13, to appoint one board member Leif Erickson to the Laramie Regional Airport Joint Powers Board for a term expiring December 31, 2023, and authorize Mayor and Clerk to sign.

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**Administrative or Policy Goal:**

To benefit from citizen representation on the LRA/JPB. Whereas the Laramie Regional Airport Board exists to manage the business, affairs and operation of Laramie Regional Airport, and to direct and control the management and operation of Laramie Regional Airport.

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**Background:**

One term expiration has created one appointment for a term to the Laramie Regional Airport Joint Powers Board. Interviews were conducted by Council representative Jessica Stalder and County Commissioner Terri Jones on January 10, 2017.

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**Legal/Statutory Authority:**

Laramie Municipal Code 2.24, W.S. § 10-5-202(a), Joint Powers Agreement

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**Responsible Staff:**

Nancy Bartholomew, City Clerk

Attachments:  
Resolution 2019-13

Advertisements	December 15, 19, 22, 26, and 29
Advertisements	

**RESOLUTION 2019-13**

**RESOLUTION APPOINTING ONE MEMBER TO THE LARAMIE REGIONAL AIRPORT BOARD FOR THE CITY OF LARAMIE, WYOMING**

**WHEREAS**, Council for the City of Laramie, Wyoming (hereinafter referred to as "City") created the Laramie Regional Airport Board pursuant to Laramie Municipal Code 2.24, W.S. § 10-5-202(a), Joint Powers Agreement;

**WHEREAS**, the current "Third-Amended By-Laws of the Laramie Regional Airport Board," clarifies that "reappointments to the Board shall be limited to three (3) full five-year terms in addition to any partial term a Board member has served"; and

**WHEREAS**, Leif Erickson term expired on December 31, 2018, creating a vacancy on the Laramie Regional Airport Joint Powers Board;

**WHEREAS**, City Council shall fill this vacancy pursuant to W.S. § 10-5-202 et seq. and City of Laramie Municipal Code 2.24;

**WHEREAS**, interviews were successfully conducted by a City Council Representative and a County Commissioner on January 10, 2019; and the candidate is recommended for approval by the governing body;

NOW, THEREFORE, THE CITY COUNCIL OF LARAMIE, WYOMING RESOLVES:

**SECTION 1.** That, City Council appoints Leif Erickson to the Laramie Regional Airport Board for a (5) five-year term expiring December 31<sup>st</sup>, 2023.

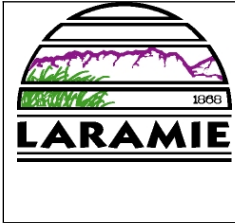
PASSED, APPROVED, AND ADOPTED THIS 15<sup>th</sup> day of January 2019.

ATTEST:

\_\_\_\_\_  
Joe Shumway, Mayor and  
President of the City Council

\_\_\_\_\_  
Nancy Bartholomew, City Clerk





**Agenda Item: Resolution**

**Title: Resolution 2019-12, recommending continuation of service by a member of council serving on the Pilot Hill Committee.**

**Recommended Council MOTION:**

I move to approve Resolution 2019-12, recommending Bryan Shuster, member of Laramie City Council, continue serving on the Pilot Hill Funding Oversight Committee as elected to do so by the Board of County Commissioners, and authorize the Mayor and Clerk to sign.

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**Administrative or Policy Goal:**

That Council recommend continuation of a City Council member to serve on an outside Board or Commission.

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**Background:**

The Board of County Commissioners for Albany County, Wyoming has entered a purchase and sale agreement for the purchase of the Pilot Peak property. the County has created a Funding Oversight Committee to assist in investigating funding options as may be available through foundations or nonprofits, private businesses, organizations or individuals, and public agencies to facilitate the County's purchase of the Pilot Peak. On October 17, 2017 the Board of County Commissioners appointed Bryan Shuster, City Council member to serve on the Committee. This resolution is to recommend Bryan Shuster, member of Laramie City Council, continue serving on the Pilot Hill Funding Oversight Committee as elected to do so by the Board of County Commissioners.

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**Legal/Statutory Authority:**

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**Responsible Staff:**

Nancy Bartholomew, City Clerk

**Attachments:**

Resolution 2019-12

**RESOLUTION 2019-12**

**A RESOLUTION RECOMMENDING CONTINUATION OF SERVICE BY A MEMBER OF COUNCIL SERVING ON THE PILOT HILL COMMITTEE**

**WHEREAS**, the Board of County Commissioners for Albany County, Wyoming has entered a purchase and sale agreement for the purchase of the Pilot Peak property; and

**WHEREAS**, the County has created a Funding Oversight Committee to assist in investigating funding options as may be available through foundations or nonprofits, private businesses, organizations or individuals, and public agencies to facilitate the County's purchase of the Pilot Peak; and

**WHEREAS**, on October 17, 2017 the Board of County Commissioners appointed Bryan Shuster, City Council member to serve on the Committee.

**NOW, THEREFORE, THE CITY COUNCIL OF LARAMIE, WYOMING HEREBY RESOLVES:**

**Section 1.** To recommend Bryan Shuster, member of Laramie City Council, continue serving on the Pilot Hill Funding Oversight Committee as elected to do so by the Board of County Commissioners.

PASSED AND APPROVED THIS 15<sup>th</sup> day of January 2019.

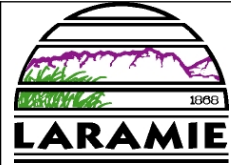
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Joe Shumway, Mayor and President of the  
Laramie City Council

Attest:

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Nancy Bartholomew, City Clerk



**Agenda Item:** Voting Delegate

**Title:** Voting Delegates for 2019 WAM Convention

**Recommended Council MOTION:**

That Council move to appoint Councilor \_\_\_\_\_ as the Official Voting Delegate and Councilor \_\_\_\_\_ as the Official Alternate Voting Delegate for the 2019 WAM Winter Conference Business Meeting.

**Administrative or Policy Goal:**

WAM is requesting that the City Council appoint its Official Voting Delegate and Alternate Voting Delegate to represent the City at the 2019 WAM Winter Conference Business Meeting to be held Thursday, February 21, 2019, in Cheyenne, WY. The 2019 WAM Winter Conference will be held February 20-22, 2019.

This is an annual request by WAM; previous City Councils have appointed delegates as the City is a member of the organization.

In order to be eligible to cast the City's vote, Council must officially designate the delegate and alternate. The City Clerk will file the Delegates Form with WAM Headquarters.

**Background:**

City of Laramie is a member of WAM. Action on this request by WAM is to ensure that each member municipality is represented by a person who has been duly authorized by their governing body to take an action role in the business meeting.

**Responsible Staff:** Nancy Bartholomew, City Clerk



Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

**WYOMING ASSOCIATION OF MUNICIPALITIES**  
2019 WAM WINTER WORKSHOP  
**OFFICIAL VOTING DELEGATE FORM**

The following person has been selected as the *Official Voting Delegate* for the 2019 WAM Winter Conference Business Meeting in Cheyenne, Thursday, February 21, 2019.

City/Town: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*Alternate Delegate will be:*

\_\_\_\_\_

Title:  
\_\_\_\_\_

Date Approved by the City/Town Council:

\_\_\_\_\_

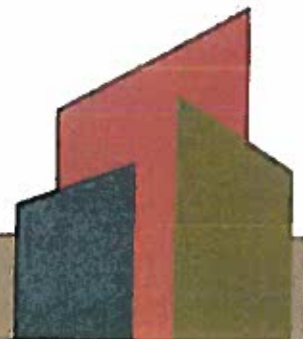
Attest: \_\_\_\_\_ (City/Town Clerk)

**PLEASE EMAIL/FAX TO WAM NO LATER THAN February 1, 2019**

315 West 27 Street, Cheyenne, WY 82001

Phone (307) 632-0398, Fax (307) 632-1942 or

Email to Earla Checchi at: [checchi@wyomuni.org](mailto:checchi@wyomuni.org)





Wyoming  
Association of  
Municipalities  
*Building Strong Communities*

#### MEMORANDUM

**TO:** Municipal Clerks / Administrators/Managers  
*(Please pass to Mayors and Council Members)*

**FROM:** Earla Checchi – Finance/HR Manager

**SUBJECT:** **Voting Delegates for the 2019 WAM Winter Conference (February 20-22, 2019)**

**DATE:** December 11, 2018

WAM will hold a Business Meeting at the Winter Workshop in Cheyenne on Thursday afternoon, February 21, 2019 at Little America following the legislative review. **Any** individual member of WAM is entitled to speak during the Business Meeting. However, when a vote is taken **only the official voting delegate, or the alternate**, is allowed to vote for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

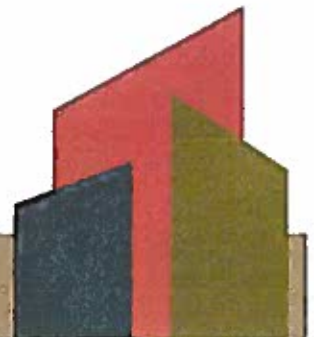
**Please complete the attached form and email/fax it to WAM by Friday, February 1, 2019.** We appreciate your cooperation on this matter to ensure each municipality is represented by a person who has been duly authorized by your governing body to vote at the Business Meeting.

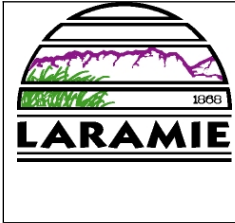
If your official delegate is not able to attend the Winter Conference at the last moment, you may re-appoint someone else. In order for this change to be accepted we do need the change in writing. You may email ([checchi@wyomuni.org](mailto:checchi@wyomuni.org))/fax it to the WAM office by Friday, February 1, 2019 or your voting delegate may bring the written change/authorization to Winter Conference and submit it to the WAM registration desk by **Wednesday, February 20, 2019 before 12:00noon. After that time, changes will not be accepted.**

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the Winter Business Meeting!

See you at the Winter Conference, safe travels!





**Agenda Item: Resolution**

**Title: Resolution 2019-11, Recommending a Member of Council to Serve on the Laramie Public Art Coalition.**

**Recommended Council MOTION:**

I move to approve Resolution 2019-11, recommending \_\_\_\_\_ a member of council to serve on the Laramie Public Art Coalition if appointed by Laramie Public Art Coalition board of directors, and authorize the Mayor and Clerk to sign.

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**Administrative or Policy Goal:**

That Council recommend a City Council member to serve on an outside Board or Commission.

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**Background:**

The City Council has requested that a recommendation be made to the Laramie Public Art Coalition Board of Directors that a member of Laramie City Council serve on the board. Per the LPAC By-laws members are appointed by the LPAC Board of Directors. The LPAC Board of Directors is comprised of five or more representatives or designees of key operational partners of the Laramie Public Art Coalition, including the City of Laramie (Planning, Parks and Recreation Divisions and City Council), Laramie Chamber Business Alliance, Albany County Commissioners, Laramie Main Street Alliance, Laramie Beautification Committee, and the University of Wyoming. Representatives from the above entities are solicited by the LPAC Board of Directors and may be elected to serve on the Board of Directors by an affirmative vote of a majority of the Directors. (LPAC By-laws Section 2)

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**Legal/Statutory Authority:**

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**Responsible Staff:**

Nancy Bartholomew, City Clerk

**Attachments:**

Resolution 2019-11

**RESOLUTION 2019-11**

**A RESOLUTION RECOMMENDING A MEMBER OF COUNCIL TO SERVE ON THE LARAMIE PUBLIC ART COALITION BOARD OF DIRECTORS**

**WHEREAS**, Laramie Public Art Plan was adopted by City Council on September 1, 2015; and

**WHEREAS**, the Laramie Public Art Coalition (LPAC) was formed on in 2016 to as an an independent, non-profit coalition to provide the greater Laramie community with a structure and inclusive processes to create successful public art projects that reflect the community's identities and values and contribute to Laramie vitality; and

**WHEREAS**, the LPAC Board of Directors is comprised of five or more representatives or designees of key operational partners of the Laramie Public Art Coalition, including the City of Laramie (Planning, Parks and Recreation Divisions and City Council), Laramie Chamber Business Alliance, Albany County Commissioners, Laramie Main Street Alliance, Laramie Beautification Committee, and the University of Wyoming; and

**WHEREAS**, representatives from the above entities are solicited by the LPAC Board of Directors and may be elected to serve on the Board of Directors by an affirmative vote of a majority of the Directors (LPAC By-laws Section 2); and

**WHEREAS**, City Council wishes to recommend a member of Laramie City Council to serve on the LPAC Board of Directors.

**NOW, THEREFORE, THE CITY COUNCIL OF LARAMIE, WYOMING DOES HEREBY RESOLVE:**

**Section 1.** To recommend Council Member \_\_\_\_\_ be appointed by the Laramie Public Art Coalition Board of Directors to serve as the City Council's representative.

PASSED AND APPROVED THIS 15<sup>th</sup> day of January 2019.

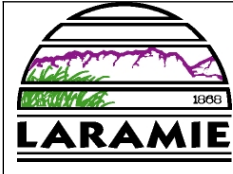
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Joe Shumway, Mayor and President of the  
Laramie City Council

Attest:

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Nancy Bartholomew, City Clerk



**Agenda Item: Original Ordinance, First Reading**

**Title: ORIGINAL ORDINANCE NO. 1993, AMENDING LMC 5.09.350.C. CORRECTLY LABEL CATERING PERMITS AND 12.60.050.H. TO CLARIFY THAT CERTAIN APPLICATION FEES ARE DUE AT TIME OF APPLICATION**

**Recommended Council MOTION:**

I move to approve Original Ordinance No. 1993, amending LMC 5.09.350.C. to correctly label catering permits and 12.60.050.H. to clarify that certain application fees are due at time of application, on first reading and set a public hearing for February 5, 2019.

**Administrative or Policy Goal:**

Staff recommend this change for clarity and consistency in Laramie Municipal Code.

**Background:**

These changes are being requested to correct and clarify two sections of Laramie Municipal Code in an effort to keep it accurate and up to date.

Chapter 5.09.350- Catering permits for special events- C. One catering permit is required for each dispensing area/bar located within the permitted premise. Multiple dispensing areas/bars at an event requires multiple malt beverage permits. *(Malt Beverage permits should read Catering permits.)*

Chapter 12.60.050-Special Events-Permit-Application procedure- Filing Period- H. There shall be no fee for the issuance of a special event permit. Every person applying for an open container permit, malt beverage permit or an alcohol catering permit for special events under the provisions of this chapter shall pay in advance of the special event fee set by resolution per each twenty-four hour period of the permit for special events. *(According to current procedure the fee is paid at the time of application. The change is intended to add that clarification into code. Should now read "Special event permits do not require an application fee. Open container, malt beverage, and catering permits have application fees set by Council resolution, and those fees must be paid at the time of applying for those permits.")*

**Legal/Statutory Authority:**

WY § 12-4-105, LMC 5.09.350.C. and 12.60.050.H.

**Responsible Staff:**

Nancy Bartholomew, City Clerk

Future dates are subject to change

**Attachments:**

Original Ordinance No. 1993

Work Session	N/A
Public Hearing (PH) Held	
Introduction/1 <sup>st</sup> Reading	January 15, 2019
2 <sup>nd</sup> Reading	<a href="#">Click here to enter a date.</a>
3 <sup>rd</sup> Reading	<a href="#">Click here to enter a date.</a>



ORIGINAL ORDINANCE NO.: 1993  
ENROLLED ORDINANCE NO.:

INTRODUCED BY:

AN ORDINANCE AMENDING LMC 5.09.350.C. TO CORRECTLY LABEL CATERING PERMITS AND 12.60.050.H. TO CLARIFY THAT CERTAIN APPLICATION FEES ARE DUE AT TIME OF APPLICATION.

WHEREAS, clarity and consistency in Laramie Municipal Code is desired;

WHEREAS, it is important to remain current with Wyoming State Statutes;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LARAMIE:

**Section 1:** Amend Chapter 5.09 - ALCOHOLIC BEVERAGES as follows:

5.09.355 - Catering permits for special events.

A. The city manager or designee may issue a catering permit for special events authorizing the sale of alcoholic and malt beverages to any person holding a retail or resort retail liquor license authorizing the off-premises sale of both alcoholic and malt beverages, for sale at special events such as meetings, conventions, private parties and dinners or at other similar gatherings not capable of being held within the licensee's licensed premises. No licensee holding a catering permit for special events shall sell or permit consumption of any alcoholic or malt beverage off the premises described in the catering permit for special events.

B. A catering permit for special events may be issued for one twenty-four-hour period, subject to the schedule of operating hours for retail liquor licensees established by law and to any operating hours requirements made by the city manager or designee or city council.

C. One catering permit is required for each dispensing area/bar located within the permitted premise. Multiple dispensing areas/bars at an event requires multiple ~~catering malt beverage~~ permits. Exception:

- i. In the case of a brewfest/winefest where tickets/wristbands/tokens for the brewfest/winefest are being sold at a single location and no other transactions occur elsewhere at the brewfest/winefest for merchandise, beer, alcohol, silent auction items, or like items determined by the city, only one catering permit is required.
- ii. In the case where 2 or fewer dispensing areas/bars exist in a single room with an event of 300 or fewer attendees and the entire room can be viewed from any location in the room, only one permit is required. Events with more than 300 attendees will be charged for each bar/dispensing area.

**Section 2:** Amend Chapter 12.60 – SPECIAL EVENTS as follows:

12.60.050. - Permit—Application procedure—Filing period.

H. ~~There shall be no fee for the issuance of a special event permit. Every person applying for an open container permit, malt beverage permit or an alcohol catering permit for special~~

~~events under the provisions of this chapter shall pay in advance of the special event fee set by resolution per each twenty-four hour period of the permit for special events. Special event permits do not require an application fee. Open container, malt beverage, and catering permits have application fees set by Council resolution, and those fees must be paid at the time of applying for those permits.~~

**Section 3.** That this ordinance shall become effective upon passage and publication.

Passed and approved this \_\_\_\_ day of February 2019.

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Joe Shumway, Mayor and President of the  
City Council

Attest: \_\_\_\_\_  
Nancy Bartholomew  
City Clerk

First Reading: January 15, 2019

Public Hearing:

Second Reading:

Third Reading and Final Action:

Duly published in the *Laramie Boomerang* this \_\_\_\_ day of \_\_\_\_, 2019.

## **FUTURE CITY COUNCIL WORK SESSIONS 1/15/2019**

### ~~Requested by Council Formal Action:~~

City Curb & Gutter Policy (Paulekas)

ACTA (Albany County Transportation Authority)/MPO (Summerville)

Rental Program (Summerville)

Parking and Enforcement (Shumway)

Mayoral/Council Social Media (Summerville)

### ~~Requested by Staff:~~

North Campus Improvements (Smith)

Future Bill Nye Avenue: Western Connection Point (Jordan)

UW Transportation & Parking Plan (Jordan)

\*Retail Recruitment Progress Report (Jordan)

City Property Land Use & Platting (Jordan)

\*Monolith Ranch Water Rights Overview & Petition

\*Safe Harbor Agreement (Wyoming Toad) on Williamson Donated Property

\* Scheduled, not held.

## **UPCOMING COUNCIL MEETINGS January 15, 2019**

All meetings at City Hall, 406 Ivinson Ave, unless noted.

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**January 15, 2019**

- 6:00 p.m. - Pre-Council**
- 6:30 p.m. - Regular Meeting**

**January 22, 2019**

- 6:00 p.m. - Work Session:** Public Comments
- 6:00 p.m. - Work Session:** WORK SESSION: City-Owned Property at Boulder Drive (Joint Meeting with ACSD Board pending RSVP) [Teini, Planning Manager]
- 6:00 p.m. - Work Session:** Retail Analysis & Progress Report [Jordan/Reese]
- 6:00 p.m. - Work Session:** City Council Updates/Council Comments
- 6:00 p.m. - Work Session:** Agenda Review
- 6:00 p.m. - Work Session:** Public Comments

**January 25- 26, 2019**      **Council Retreat** (Laramie Rec Center Conference Room, Times: Friday 4-8:30 p.m. and Saturday 9:00 am- 3:00 p.m.)

**January 29, 2019**      **Ward Meetings**

- Ward 1 - Fire Station 3, 2374 Jefferson St
- Ward 2 - City Hall, Council Chambers, 406, Ivinson Ave
- Ward 3 - Fire Station 2, 1558 N. 23<sup>rd</sup> St

**February 5, 2019**

- 6:00 p.m. - Pre-Council**
- 6:30 p.m. - Regular Meeting**

**February 12, 2019**

- 6:00 p.m. - Work Session:** Public Comments
- 6:00 p.m. - Work Session:** City Council Updates/Council Comments
- 6:00 p.m. - Work Session:** Agenda Review
- 6:00 p.m. - Work Session:** Public Comments

**February 19, 2019**

- 6:00 p.m. - Pre-Council**
- 6:30 p.m. - Regular Meeting**

*February 20-22, 2019 WAM Winter Conference (Location: Little America in Cheyenne)*

**February 26, 2019**

- 6:00 p.m. - Work Session:** Public Comments
- 6:00 p.m. - Work Session:** Monolith Ranch Water Rights Overview & Petition **(tentative)**
- 6:00 p.m. - Work Session:** Safe Harbor Agreement (Wyoming Toad) on Williamson Donated Property **(tentative)**
- 6:00 p.m. - Work Session:** City Council Updates/Council Comments
- 6:00 p.m. - Work Session:** Agenda Review
- 6:00 p.m. - Work Session:** Public Comments

**March 5, 2019**

- 6:00 p.m. - Pre-Council**
- 6:30 p.m. - Regular Meeting**

*March 10-13, 2019 NLC Congressional City Conference (Location: Washington, DC)*

**UPCOMING COUNCIL MEETINGS January 15, 2019**

All meetings at City Hall, 406 Ivinson Ave, unless noted.

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**March 12, 2019**

- 6:00 p.m. - Work Session:** Public Comments
- 6:00 p.m. - Work Session:** City Council Updates/Council Comments
- 6:00 p.m. - Work Session:** Agenda Review
- 6:00 p.m. - Work Session:** Public Comments

**March 19, 2019**

- 6:00 p.m. - Pre-Council**
- 6:30 p.m. - Regular Meeting**

**March 26, 2019**

- 6:00 p.m. - Work Session:** Public Comments
- 6:00 p.m. - Work Session:** City Council Updates/Council Comments
- 6:00 p.m. - Work Session:** Agenda Review
- 6:00 p.m. - Work Session:** Public Comments