

**AGENDA  
CITY OF LARAMIE, WYOMING  
CITY COUNCIL MEETING FOR THE INCOMING COUNCIL  
CITY HALL  
JANUARY 3, 2017 6:30 pm (following the previous meeting)**

*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. Oaths of Office for Elected Councilors.**

**4. Roll Call**

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

**5.A. Nominations**

**5.B. Election**

**5.C. Resolution 2017-01, appointing the Mayor and President of the Council of the City of Laramie, Wyoming for the years of 2017-2018.  
[Johnson, CC]**

Documents:

[AgendaCover Reso 2017-01, Mayor2017-18.pdf](#)  
[Reso 2017-01 Mayor.pdf](#)

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

**6.A. Nominations**

**6.B. Election**

**6.C. Resolution 2017-02, appointing the Vice-Mayor and Vice-President of the Council of the City of Laramie, Wyoming for the years of 2017-2018.  
[Johnson, CC]**

Documents:

[AgendaCover Reso 2017-02, Vice-Mayor2017-18.pdf](#)  
[Reso 2017-02 Vice-Mayor.pdf](#)

**7. Seat Selection.**

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

**8.A. Resolution 2017-03, 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.  
[Johnson, CC]**

Documents:

[AgendaCover Reso 2017-03, BoardsCommissions2017-18.pdf](#)  
[Council Members Seniority List 2017.pdf](#)  
[Reso 2017-03 Boards-Commissions.pdf](#)  
[BC\\_Appts\\_January\\_2017\\_Master\\_Appointments.pdf](#)

**9. Resolution 2017-04, designating the Laramie Daily Boomerang as the official legal newspaper of the City of Laramie, Wyoming for the calendar years 2017 and 2018.  
[Johnson, CC]**

Documents:

[AgendaCover Reso 2017-04, Newspaper2017-18.pdf](#)  
[Reso 2017-04 Legal Newspaper 2017-2018.pdf](#)

**10. Disclosures by City Council Members**

**11. 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.

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

**13. CONSENT AGENDA**

**13.A. CONTRACT: Professional Services Contract between the City of Laramie and the Retail Coach.**

**Action:**

I move to approve the Professional Services Contract between the City of Laramie and the Retail Coach authorize the Mayor and Clerk to sign upon receipt of an executed copy from the Retail Coach.

**[Jordan, CMO]**

Documents:

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

**Action:**

that the Council schedule the following meeting(s):

- 1. WORK SESSION: February 11, 2017, 8:30 am** - Council Retreat, Recreation Center Conference Room

**14. REGULAR AGENDA**

- 15. Resolution 2017-5, authorizing the submittal of a State Drinking Water Revolving Loan Fund (DWSRF) application to the Office of State Lands and Investments in an amount not to exceed \$3,000,000 to support the Public Works Service Center Improvement Project.  
[Smith, PW]**

Documents:

[Cover Sheet DWSRF PW Service Center.pdf](#)  
[PW Service Center DWSRF Res 2017-5.pdf](#)

- 16. Resolution 2017-6, authorizing the submittal of a State Clean Water Revolving Loan Fund (CWSRF) application to the Office of State Lands and Investments in an amount not to exceed \$2,000,000 to support the Public Works Service Center Improvement Project.  
[Smith, PW]**

Documents:

[Cover Sheet CWSRF PW Service Center.pdf](#)  
[PW Service Center CWSRF Res 2017-6.pdf](#)

- 17. Resolution 2017-7, authorizing the submittal of a State Drinking Water Revolving Loan Fund (DWSRF) application to the Office of State Lands and Investments in an amount not to exceed \$4,356,000 to support the design and construction of the North Side Tank Improvement Project.  
[Smith, PW]**

Documents:

[Cover Sheet DWSRF NS Tank.pdf](#)  
[WTNSTK Resolution 2017-7.pdf](#)

- 18. Consideration of future Council work session topics**

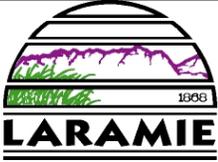
Documents:

[Upcoming Meetings 01-03-2017.pdf](#)  
[Future Work Session Topics 1-3-2017.pdf](#)

**19. Public Comments on Non-Agenda Items by sign-in requests**

(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.)

**20. Adjournment**



**Agenda Item: Resolution**

**Title:** Resolution 2017-01, appointing the Mayor and President of the Council of the City of Laramie, Wyoming for the years of 2017-2018.

**Recommended Council MOTION:**

That Council approve Resolution 2017-01, appointing Council Member \_\_\_\_\_ as the Mayor and President of the Council of the City of Laramie, Wyoming for the years of 2017-2018.

**Administrative or Policy Goal:**

The purpose of this Resolution is to appoint the City Council member elected by Council members at the City Council to service as the President of the City Council and Mayor of the City.

**Background:**

Pursuant to Section 2.04.016 of the Laramie Municipal Code, the City Council shall, at the first meeting in January following a general election, elect from its members a president of the City Council to be the Mayor. The election for Mayor shall be conducted by the City Clerk. The City Clerk shall call for nominations from each member of the City Council who is present. Each member of the City Council shall be permitted to nominate one (1) person, and a nomination shall not require a second. A nominee who wishes to decline the nomination shall so state at this time. After the nomination, each member of the City Council may vote for any of the nominees. If any nominee receives a majority vote of the fully City Council which is five (5) Council members, that Council member will be Mayor. If no nominee receives a majority vote of the fully Council, then the fully City Council will vote on the two (2) Council members, or more in the event of a tie, receiving the most votes. The Council member receiving the most votes of the fully City Council will be Mayor. In the event of a tie, the Mayor will be selected in a contest by chance. The Mayor elect will conduct the election of Vice Mayor in the same manner described for the election of the Mayor herein.

**Legal/Statutory Authority:**

LMC Section 2.04.016

**BUDGET/FISCAL INFORMATION: N/A**

**Responsible Staff:** Angie Johnson, City Clerk

Attachments:

Resolution 2017-01

RESOLUTION APPOINTING THE MAYOR AND PRESIDENT OF THE COUNCIL OF THE CITY OF LARAMIE, WYOMING, FOR THE YEARS 2017-2018

Whereas, pursuant to Section 2.04.016 of the Laramie Municipal Code, Council for the City of Laramie, Wyoming (City) shall, at the first meeting in January following a general elections, elect from its members a President of the City Council to be the Mayor of the City;

Whereas, a new Council was seated on January 3, 2017;

NOW THEREFORE THE CITY COUNCIL OF LARAMIE, WYOMING RESOLVES;

Section 1: That the foregoing recitals are incorporated in and made a part of this resolution by reference.

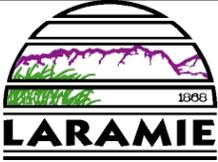
Section 2: That the City Council elects and appoints Council member \_\_\_\_\_ to serve as President of the City Council and Mayor of the City for the years 2017 through 2018.

PASSED, APPROVED, AND ADOPTED THIS 3<sup>RD</sup> DAY OF JANUARY, 2017

ATTEST

MAYOR

Angie Johnson,  
CITY CLERK



**Agenda Item: Resolution**

**Title:** Resolution 2017-02, appointing the Vice-Mayor and Vice-President of the Council of the City of Laramie, Wyoming for the years of 2017-2018.

**Recommended Council MOTION:**

That Council approve Resolution 2017-01, appointing Council Member \_\_\_\_\_ as the Vice-Mayor and Vice-President of the Council of the City of Laramie, Wyoming for the years of 2017-2018.

**Administrative or Policy Goal:**

The purpose of this Resolution is to appoint the City Council member elected by Council members at the City Council to service as the Vice-President of the City Council and Vice-Mayor of the City.

**Background:**

Pursuant to Section 2.04.016 of the Laramie Municipal Code, the City Council shall, at the first meeting in January following a general election, elect from its members a Vice-President of the City Council to be the Vice-Mayor. The election for Vice-Mayor shall be conducted by the City Clerk. The City Clerk shall call for nominations from each member of the City Council who is present. Each member of the City Council shall be permitted to nominate one (1) person, and a nomination shall not require a second. A nominee who wishes to decline the nomination shall so state at this time. After the nomination, each member of the City Council may vote for any of the nominees. If any nominee receives a majority vote of the fully City Council which is five (5) Council members, that Council member will be Vice-Mayor. If no nominee receives a majority vote of the fully Council, then the fully City Council will vote on the two (2) Council members, or more in the event of a tie, receiving the most votes. The Council member receiving the most votes of the fully City Council will be Vice-Mayor. In the event of a tie, the Vice-Mayor will be selected in a contest by chance.

**Legal/Statutory Authority:**

LMC Section 2.04.016

**BUDGET/FISCAL INFORMATION: N/A**

**Responsible Staff:** Angie Johnson, City Clerk

Attachments:

Resolution 2017-02

RESOLUTION APPOINTING THE VICE-MAYOR AND VICE-PRESIDENT OF THE COUNCIL OF THE CITY OF LARAMIE, WYOMING, FOR THE YEARS 2017-2018

Whereas, pursuant to Section 2.04.016 of the Laramie Municipal Code, Council for the City of Laramie, Wyoming (City) shall, at the first meeting in January following a general elections, elect from its members a Vice-President of the City Council to be the Vice-Mayor of the City;

Whereas, a new Council was seated on January 3, 2017;

NOW THEREFORE THE CITY COUNCIL OF LARAMIE, WYOMING RESOLVES;

Section 1: That the foregoing recitals are incorporated in and made a part of this resolution by reference.

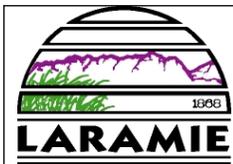
Section 2: That the City Council elects and appoints Council member \_\_\_\_\_ to serve as Vice-President of the City Council and Vice-Mayor of the City for the years 2017 through 2018.

PASSED, APPROVED, AND ADOPTED THIS 3<sup>RD</sup> DAY OF JANUARY, 2017

ATTEST

MAYOR

Angie Johnson,  
CITY CLERK



**Agenda Item: Resolution**

**Title:** Resolution 2017-03, 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.

**Recommended Council MOTION:**

That Council approve Resolution 2017-03, 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.

**Administrative or Policy Goal:**

The purpose of this Resolution is to appoint the City Council member selected by Council members at the City Council meeting on January 3, 2017 to serve as a City Council liaison or voting member to a City Board and Commission as outlined in Attachment A.

**Background:**

Pursuant to Section 1.03 of the City Council Code of Conduct and Guidelines adopted December 05, 2006 and revised in May of 2016, the selection of liaison positions by council members to city boards and commissions and the selection of seating of council members at the rostrum are handled at the first meeting when a new council is seated. Council shall first, elect the mayor and the vice-mayor and select the seating of council members at the rostrum prior to the selection of liaison positions by council members to city boards and commissions. The selection of council members to liaison positions to city boards and commissions shall be by rotation of council members beginning with those council members with the most consecutive years of service as a council member then reverse the order for the next rotation until all liaison positions to all city boards and commissions have been filled. The priority of those members with equal years of consecutive service shall be made by a game of chance selected by the mayor. Council members previously appointed to an ad hoc committee by resolution may continue to serve on the ad hoc committee.

**Legal/Statutory Authority:**

Laramie City Council Code of Conduct Section 1.03

**BUDGET/FISCAL INFORMATION: N/A**

**Responsible Staff:** Angie Johnson, City Clerk

Attachments: Resolution 2017-03, Attachment A

## **City Council Members - Order of Years of Consecutive Service**

1. Klaus Hanson (14 years)
2. Joe Shumway (12 years)
3. Dave Paulekas (6 years)
4. Vicki Henry (4 years)
5. Jayne Pearce (4 years)
6. Andi Summerville (3 years)
7. Bryan Shuster (2 years)
8. Pat Gabriel (0 years)
9. Charles McKinney (0 years)

Resolution 2017-03

RESOLUTION 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.

Whereas, pursuant to Section 1.03 of the Revised Rules of Procedure and Code of Conduct for the Council for the City of Laramie (City), City Council members are to select a City Council member to serve as a City Council liaison or voting member to each City Board and Commission at the first meeting in January when a new Council is seated;

Whereas, a new Council was seated on January 3, 2017;

Whereas, on January 3, 2017, City Council members selected the Council members to serve as a City Council liaisons or voting members to each City board and commission, and a list of the City Council member to be appointed to serve as a Council liaison or voting member to a City Board and Commission is marked Attachment A, and is attached hereto and incorporated herein;

NOW THEREFORE THE CITY COUNCIL OF LARAMIE, WYOMING RESOLVES:

Section 1. That the foregoing recitals are incorporated in and made a part of this Resolution by this reference.

Section 2. That the City Council appoints the City Council member to serve as a City Council liaison or voting member to the City Board and Commission as outlined in Attachment A.

PASSED, APPROVED AND ADOPTED THIS 3<sup>RD</sup> DAY OF JANUARY, 2017.

MAYOR

Angie Johnson, City Clerk

## Boards & Commissions | Council Appointments 1\_3\_2017

<b>Board/Commission</b>	<i>Liaison/Voting</i>	<i>from 1-5-2015</i>	<i>effective 1-3-2017</i>
<b>Board of Health</b>	Liaison	Henry	1.
<p><i>The Board of Health is required to meet at least quarterly and may be called to meet at the request of the City Health Officer. Meetings are scheduled for the third Thursday of each month, in the City Hall Annex Conference Room, 405 Grand Avenue.</i></p> <p><i>Contacts: David Derragon, Jerry Hankin, and Erica Larsen</i></p>			
<b>Building &amp; Fire Code Board of Appeals</b>	Liaison	Shuster	1.
<p><i>The Building &amp; Fire Code Board of Appeals meets as needed.</i></p> <p><i>Contacts: David Derragon and Jerry Hankin</i></p>			
<b>Downtown Development Authority / Mainstreet*</b>	Voting	Weaver	1.
<p><i>The board meets monthly and also on an otherwise as-needed basis at the call of the Board. Meetings Special meetings can be called upon the call of the Chairman or upon oral or written request of any five (5) directors. NOTE* These are two separate boards with one voting member.</i></p> <p><i>Contacts: David Derragon and Eric Connor</i></p>			
<b>Environmental Advisory Committee</b>	Liaison	Henry	1.
<p><i>The committee shall meet the first Thursday of each even-month and also as requested by City Council or the board of County Commissioners.</i></p> <p><i>Contacts: David Derragon and Darrin Parkin</i></p>			
<b>Laramie Advisory Commission on Disabilities</b>	Liaison	Hanson	1.
<p><i>The commission meets every odd-month, and also upon the call of the chairperson, or vice-chairperson and at such other times as the commission may determine.</i></p> <p><i>Contact: Jasmin Parten, Human Resources</i></p>			
<b>Parks, Trees, and Recreation Advisory Board</b>	Liaison	Weaver	1.
<p><i>Meets on second Wednesday of every month at 6:30 p.m. in the Recreation Center Conference Room.</i></p> <p><i>Contact: Todd Feezer</i></p>			
<b>Planning Commission/Zoning Board of Adjustment</b>	Liaison	Shuster	1.
<p><i>Meets on the second and fourth Monday of every month at 4:30 p.m. in Municipal Chambers, City Hall, 406 Ivinson Avenue.</i></p> <p><i>Contacts: Derek Teini and Angie Johnson</i></p>			
<b>Monolith Ranch Advisory Committee</b>	Voting	Pearce	1.
<p><i>Meets on each fourth-Thursday of the month, on a quarterly basis, at 2:00 p.m., in the City Hall Annex Conference Room, 405 Grand Avenue.</i></p> <p><i>Contacts: Darren Parkin and Cindy Williams</i></p>			

<b>Traffic Commission</b>	Liaison	Hanson	1.
<p><i>Meets on second Thursday of every month at 7:00 a.m. in the City Hall Annex Conference Room, 405 Grand Avenue.</i></p> <p><i>Contacts: Earl Smith and Cindy William</i></p>			

<b>Standing Committees</b>		<i>current</i>	
<b>Finance Committee</b>	Liaison	Hanson Vitale Shumway	1. 2. 3.
<p><i>Meets the fourth Tuesday of every month at 5 p.m. in the Office of the Finance Director.</i></p> <p><i>Contacts: Malea Brown and Natalia Weakly</i></p>			

<b>Local Emergency Planning Committee</b>	Liaison	Shumway	1.
<p><i>Meets 2<sup>nd</sup> Monday quarterly beginning January 9<sup>th</sup>, 2017, at Fire Station 3 from noon to 1 p.m.</i></p> <p><i>Contacts: Dan Johnson (board chairman), Harold Colby and Aimee Binning</i></p>			

<b>Urban Systems Advisory Committee</b>	Voting	Pearce Paulekas Henry	1. 2. 3.
<p><i>The Urban Systems Advisory committee meets on an as-needed basis. All meetings are announced prior to and open to the public.</i></p> <p><i>Contacts: David Derragon and Derek Teini</i></p>			

<b>Laramie/Albany County Records and Communications Advisory Board</b>	Liaison	<i>contact:</i> City Manager	N/A
<p><i>Meetings are held on Mondays at 1:00 (or 1:30 p.m.) not less than once every three months (quarterly, on an annual basis). Meetings are open to the public.</i></p> <p><i>Contact: Janine Jordan, City Manager</i></p>			

<b>Civil Service Commission</b>	Liaison	Paulekas	1.
<p><i>Civil Service Commission meets quarterly at 3 p.m. 2<sup>nd</sup> Thursday (Jan, April, July, Oct.), and additionally as needed in Council Chambers at 406 Iverson Avenue. (For discussion, Council may appoint it's liaison as one of the three voting members rather than having 3 members plus a liaison.)</i></p> <p><i>Contact: Angie Johnson</i></p>			

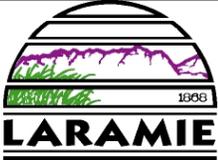
<b>Joint Powers Boards</b>		<i>current</i>	
<b>Albany County Tourism Board JPB</b>	Liaison	Pearce	1.
<p><i>Meets on the third Monday of each month at 4:00 pm at the Albany County Tourism Building, 210 East Custer Street.</i></p> <p><i>Contact: Fred Ockers, Director ACTB</i></p>			
<b>Laramie Plains Civic Center Board JPB</b>	Liaison	Weaver	1.
<p><i>Meetings are held the 2<sup>nd</sup> Wednesday of every month at 5:15 p.m. in room 208 of the Laramie Plains Civic Center, 708 Garfield Street.</i></p> <p><i>Contact: Melissa Danielle, Executive Director LPCC</i></p>			
<b>Laramie Regional Airport JPB</b>	Liaison	Summerville	1.

*Meets on the third Thursday of every month at 7:30 a.m. at the Business Office of the Laramie Regional Airport, 555 General Brees Road, Laramie, Wyoming.*

*Contact: Jack Skinner, LRA*

<b>Outside Boards</b>		<i>current</i>	
<b>Beautification Committee</b>	<i>Liaison</i>	Summerville	<b>1.</b>
<i>Meets the 3<sup>rd</sup> Thursday of each month at 3 p.m. at LCBA</i>			
<b>Laramie Chamber Alliance Board</b>	<i>Liaison</i>	Vitale	<b>1.</b>
<i>Meets the second Tuesday of each month at 12 noon at the WTBC Contact: Janine Jordan, or Bailie Scott, LCBA</i>			
<b>Laramie Economic Development Commission</b>	<i>Liaison</i>	Paulekas	<b>1.</b>
<i>Meets combined with the LCBA – information to be clarified</i>			
<b>Laramie Railroad Depot Association Board</b>	<i>Liaison</i>	Shuster	<b>1.</b>
<i>Meets Thurs at 5:30 p.m., once a month in the old shipping office of the Depot</i>			
<b>Laramie Rifle Range Board</b>	<i>Liaison</i>	Summerville/ Shuster	<b>1.</b>
<i>Meets during months of no inclement weather, TBD</i>			
<b>Wyoming Territorial Park Board</b>	<i>Liaison</i>	Summerville	<b>1.</b>
<i>Meets the last Monday of each month at 5 p.m., locations TBD</i>			

<b>Ad-Hoc Committees</b>		<i>current</i>	
Parks, Trails, and Recreation Master Plan Advisory Committee	Voting	Henry	In process of dissolution
<i>Meets monthly on the first and third Wednesdays, at 11:30 a.m., at the Parks and Recreation Conference Room.</i>			



**Agenda Item: Resolution**

**Title:** Resolution No. 2017-04, designating the Laramie Daily Boomerang as the official legal newspaper of the City of Laramie, Wyoming for the calendar years 2017 and 2018.

**Recommended Council MOTION:**

That Council approve Resolution No. 2017-04, designating the Laramie Daily Boomerang as the official legal newspaper of the City of Laramie, Wyoming for the calendar years 2017 and 2018.

**Administrative or Policy Goal:**

Council's consideration occurs upon seating of a new City Council, each two (2) year period.

**Background:**

A resolution which designates the Laramie Daily Boomerang for the calendar years of 2017 and 2018 as the official legal newspaper for publication of the minutes of regular and special Council meetings, ordinances enacted by City Council, salaries of City Administrative staff and for any other such matters as may be necessary according to law.

**Legal/Statutory Authority:**

This action is per Wyoming State Statute 15-1-110.

**BUDGET/FISCAL INFORMATION:**

**EXPENSE**

Budgeted Expenditure (approved and adopted by Council)

Budget	Amount	Funds
Total Budget Allocation	\$70,000.00	\$70,000 FY17; \$70,000 FY18
Less Amount Spent to Date	\$32,886.33	
Remainder of Budget	\$37,113.67	

**Responsible Staff:** Angie Johnson, City Clerk

Resolution 2017-04

RESOLUTION DESIGNATING AN OFFICIAL LEGAL NEWSPAPER FOR THE YEARS 2017-2018

Whereas, pursuant to Wyo. Stat § 15-1-110, Council for the City of Laramie, Wyoming (City) shall designate a legal newspaper to publish the minutes of all regular and special meetings, all ordinances enacted by City Council, salaries of City Administrative staff and for any other such matters as may be necessary according to law.

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

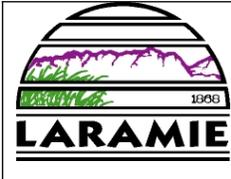
Section 1: That, the Laramie Boomerang is hereby designated for years 2017-2018, as the official legal newspaper for publication of the minutes of all regular and special meetings, all ordinances enacted by City Council, salaries of City Administrative staff and for any other such matters as may be necessary according to law.

PASSED, APPROVED, AND ADOPTED THIS 3<sup>RD</sup> DAY OF JANUARY, 2017

ATTEST

MAYOR

Angie Johnson,  
CITY CLERK



**Agenda Item: Amendment - Contract**  
**Title: Professional Services Contract between the City of Laramie and the Retail Coach**

**Recommended Council MOTION:** I move to approve the Professional Services Contract between the City of Laramie and the Retail Coach authorize the Mayor and Clerk to sign upon receipt of an executed copy from the Retail Coach.

**Administrative or Policy Goal:** This project directly and indirectly supports the council goal to “adopt a strategy for increasing sales tax”

**Background:** Through this Professional Services Agreement, the Retail Coach will provide services to support the council goal to “adopt a strategy for increasing sales tax” and requirements within the City’s Business Ready Community grant agreement and amendment with the Wyoming Business Council, such as area and communitywide research and analysis, development of a retail recruitment plan, and a growth plans for existing retailers.

The Retail Coach’s services not to exceed \$51,500 dollars and will be paid for using grant and matching funds. With the Amendment I to the Grant Agreement, which was passed and approved during the December 20, 2016 meeting, the new match for the grant will include \$6,742 in cash and \$9,942 in-kind. The Wyoming Business Council’s award will remain unchanged at \$50,000 for a total project cost of \$66,666. The Retail Coach’s services are therefor within budget.

The Retail Coach was selected following a national search and subsequent interviews and reference checks. The review and interview panel included representatives from the Laramie Chamber Business Alliance, Laramie Main Street Alliance, Albany County Tourism, Laramie Board of Realtors, University of Wyoming and staff. The firm plans to make its first visit to Laramie in the middle of the month, pending council approval to this Agreement.

Should council pass and approve this Professional Services Agreement, representatives from the Retail Coach will be in Laramie for its first visit in the middle of the month.

**Legal/Statutory Authority:** This is an allowable project and the city is a qualifying applicant.

**BUDGET/FISCAL INFORMATION:**

**REVENUE**

Grants for Projects	\$50,000.00	Wyomig Business Council
Loans on Project		
Other		
Total	\$50,000.00	

**EXPENSE**

Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$66,666.00	
Loans on Project		
Grants for Project	\$50,000.00	EPA Brownfield Grant -pending
Other/Outside Projects		
City's Amount	\$16,684.00	(of which \$9,942 has been paid to another firm)
Contingency	0%	\$0.00
Total Amount	\$66,666.00	

Amount spent to date (approved and adopted by Council)

Budget	Amount	Funds
Total Budget Allocation	\$66,666.00	General
Less Amount Spent to Date	\$9,942.00	
Remainder of Budget	\$56,724.00	

Proposed Cost (Approval of this item authorizes preparation of a budget revision for the proposed amount)

Expenditures	Amount	Fund
Proposed Expenditure	\$56,724.00	contingent on award
Current Budget	\$66,666.00	
Additional Amount Requested		
Total Proposed Budget	\$66,666.00	

**Responsible Staff:**

City Manager, Janine Jordan, x5226

Grant Analyst, Sarah Reese, x5201

**Attachments:** Agreement

## PROFESSIONAL SERVICES AGREEMENT

This contract ("Agreement") is entered into as of the date of the last signature below ("Effective Date"), between the City of Laramie, Wyoming, a Wyoming municipal corporation ("City"), and The Retail Coach, LLC, a Mississippi limited liability company ("Contractor")(each a "Party" and collectively "Parties"), acting through their authorized representatives.

WHEREAS, City wishes to engage the service of Contractor to provide the services described in Exhibit A ("Scope of Services"), to assist the City in creating a Retail Trade Analysis (the "Project"), and Contractor wishes to provide such services,

THEREFORE, in exchange for the mutual obligations in this Agreement, and other consideration, the Parties agree as follows:

### 1. Term of Agreement

This Agreement commences on the Effective Date and continues through \_\_\_\_\_ . The Parties may extend the term of this Agreement only by mutual Agreement in a writing signed by both Parties which specifically states it is extending the term of this Agreement.

### 2. Services by Contractor

2.1 The Contractor shall perform the services in connection with the Project as set forth in the Scope of Services, on the schedule set forth in the Scope of Services.

2.2 The Parties acknowledge and agree that any and all opinions provided by the Contractor in connection with the Scope of Services represent the professional judgment of the Contractor, in accordance with the professional standard of care applicable by law to the services performed hereunder.

2.3 The Contractor shall devote such time as reasonably necessary for the satisfactory performance of the services under this Agreement. Should City require additional services not included under this Agreement, the Contractor shall make reasonable effort to provide such additional services within the time schedule without decreasing the effectiveness of the performance of services required under this Agreement, and shall be compensated for such additional services as agreed between the Parties, subject to the requirements of Paragraph 3.2.

2.4 The Contractor shall furnish the facilities, equipment and personnel necessary to perform its obligations under this Agreement.

### 3. Compensation to Contractor

3.1 City shall compensate Contractor in accordance with the payment schedule and amounts set forth in the Scope of Services, not to exceed a total amount of \$51,500.

3.2 Contractor shall be entitled to no additional compensation under this Agreement unless the Parties agree to additional compensation in a writing signed by both Parties which specifically states it is altering the compensation due under this Agreement.

#### **4. Termination**

4.1. This Agreement may be terminated, with or without cause, by either Party upon 30 days written notice. In the event of such termination the Contractor shall deliver to City all finished and unfinished documents, data, studies, surveys, drawings, maps, reports, photographs or other items prepared by the Contractor in connection with this Agreement. Contractor shall be entitled to compensation for any services completed to the reasonable satisfaction of the City in accordance with this Agreement through the effective date of the termination.

4.2. Either Party may terminate this Agreement immediately upon the material breach of the other Party.

#### **5. General Obligations and Agreements**

5.1 Amendments. Modifications or amendments to this Agreement are only effective if done in a writing signed by all Parties, which writing specifically states it is modifying or amending this Agreement.

5.2 Applicable Law/Venue. The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties, and the venue shall be the Second Judicial District, Albany County, Wyoming.

5.3 Confidentiality. All documents, data compilations, reports, computer programs, photographs, and any other work provided to or produced by the Contractor in the performance of this Contract shall be kept confidential by the Contractor unless written permission is granted by City for its release.

5.4 Compliance with Laws. The Contractor shall keep informed of and comply with all applicable federal, state and local laws and regulations in the performance of this Agreement.

5.5 Entirety of Agreement. This Agreement and its attachments, if any, represent the entire and integrated Agreement between the Parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

5.6 Ethics. Contractor shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. §9-13-101, et seq.), and any and all ethical standards governing Contractor's profession.

5.7 Force Majeure. Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

5.8 Indemnification. Contractor shall indemnify, defend and hold harmless City and its agents, employees, successors and assigns from all claims, lawsuits, and liabilities arising out of Contractor's performance (or failure to perform) under this Agreement.

5.9 Independent Contractor. The Contractor is an independent contractor, and not an employee of the City, under this Agreement. The Contractor assumes sole responsibility for all debts or liabilities incurred by the Contractor in performing this Agreement, and is solely responsible for the payment of all federal, state and local taxes accruing because of the performance of this Agreement. The Contractor is not authorized to incur any obligation on behalf of the City.

5.10 Ownership of Documents/Work Product. All documents, reports, records, field notes, materials, and data of any kind resulting from performance of this Agreement are at all times the property of City.

5.11 Sovereign Immunity. The City does not waive sovereign immunity by entering this Agreement and specifically retain immunity and all defenses available to them as sovereigns pursuant to Wyo. Stat. § 1-39-104(a) and all other laws.

5.12 Insurance. The Contractor shall maintain the following insurance: (i) a comprehensive general liability policy of insurance for bodily injury, death and property damage insuring against all claims, demands or actions relating to the Contractor's performance of services pursuant to this Agreement with a minimum combined single limit of not less than \$1,000,000.00 per occurrence for injury to persons (including death), and for property damage; (ii) statutory Worker's Compensation Insurance at the statutory limits and Employers Liability covering all of Contractor's employees involved in the provision of services under this Agreement with policy limit of not less than \$500,000.00; and (iii) Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limit of not less than \$1,000,000.00 per claim and \$1,000,000.00 in the aggregate. All policies of insurance shall be endorsed and contain the following provisions: (1) name City, its officers, and employees as additional insureds as to all applicable coverage with the exception of Workers Compensation Insurance and Professional Liability; and (2) provide for at least thirty (30) days prior written notice to the City for cancellation of the insurance; (3) provide for a waiver of subrogation against the City for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance, except for Professional Liability Insurance. The Contractor shall provide written notice to the City of any material change of or to the insurance required herein. A certificate of insurance and copies of the policy endorsements evidencing the required insurance shall be submitted prior to commencement of services and upon request by City.

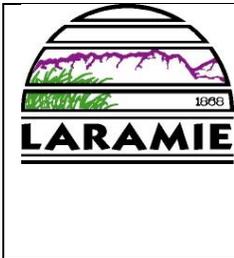
5.13 Third Party Beneficiary Rights. The Parties do not intend to create in any other person the status of third party beneficiary, and this Agreement shall not be construed to create such status. The rights and obligations in this Agreement operate only between the Parties, and inure solely to the benefit of the Parties. The Parties intend and expressly

agree that only the Parties have any right to enforce this Agreement, to any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

5.14 Time is of the Essence. Time is of the essence in all provisions of this Agreement.

5.15 Waiver. The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach.

Executed Copy Forthcoming



**Agenda Item: Resolution**

**Title:** Resolution authorizing the submittal of a State Drinking Water Revolving Loan Fund (DWSRF) application to the Office of State Lands and Investments in an amount not to exceed \$3,000,000 to support the Public Works Service Center Improvement Project.

**Recommended Council MOTION:**

“I move to approve Resolution No. 2017 – 5 authorizing the submittal of a DWSRF application to the Office of State Lands and Investments in an amount not to exceed \$3,000,000 to support the Public Works Service Center Improvement Project and authorize the Mayor and Clerk to sign the resolution”.

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**Administrative or Policy Goal:**

Construct & finance consolidated public works service center

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**Background:**

At the December 20, 2016 meeting, City Council approved an agreement to purchase property north of town for the purpose of converting it to the Public Works Service Center (PWSC). This acquisition, along with improvement costs, must be financed in various ways.

Resolution No. 2017 – 5 authorizes the submittal of a DWSRF application to the Office of State Lands and Investments (SLIB) for the Public Works Service Center Improvement Project. The DWSRF will fund the water fund allocation of the PWSC project; it funds a pro rata share of the property acquisition, design, and construction costs for all improvements associated with the Water utility function of the Public Works Department.

Since the project will ultimately be utilized by the entire Public Works Department, including: Administration, Engineering, Solid Waste, Streets/Fleet, and Utilities (Water and Wastewater), the costs are allocated to each function according to their pro rata share of the site. The allocation is based upon the intended use of each building as a percentage of the total building square footage of the project. The breakdown is as follows:

**Pro Rata Project Allocation**

	<b><u>With Parks</u></b>	<b><u>without Parks</u></b>
<i>General Fund</i>	47.1% (\$3,948,193)	41.0% (\$3,072,933)
<i>Wastewater Fund</i>	23.6% (\$1,978,660)	26.3% (\$1,978,660)
<i>Water Fund</i>	29.3% (\$2,452,385)	32.7% (\$2,452,385)

Of the two project allocations above, one assumes that a portion of the project would be allocated to the Parks and Recreation Department and excludes any allocation to that function. These options are only provided for edification at this time as they do not affect the DWSRF application.

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**Legal/Statutory Authority:**

This is a qualifying DWSRF project.

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**BUDGET/FISCAL INFORMATION:**

As a loan, this includes a 0.5% origination fee (\$15,000) and provides an interest rate of 2.5% for up to 30 years. User fees would be used to repay the loan. This project is included in the ten year financial plan and the rate impact has already been considered in our cost of service analysis and included in the rate considerations.

**REVENUE**

Source	Amount	Type
Fees/Charges for Service		
Grants for Projects		
Loans on Project	\$3,000,000.00	DWSRF award via the Office of State Lands and Investments
Other		
Total	\$3,000,000	

**EXPENSE**

## Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$7,500,000.00	Estimate of total project cost
Loans on Project	\$3,000,000.00	DWSRF award via the Office of State Lands and Investments
Loans on Project	\$2,000,000	CWSRF award via the Office of State Lands and Investments
Other/Outside Projects	\$2,500,000.00	Bond Revenue
City's Amount	\$7,500,000.00	Adopted COL budget
Contingency	0%	
Total Amount	\$7,500,000.00	

**Responsible Staff:**

Janine Jordan, City Manager  
Malea Brown, Administrative Services Director  
Earl Smith, P.E., Public Works Director  
Sarah Reese, Grants Analyst

Attachments:  
Resolution No. 2017-5

Resolution No 2017-5

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A PRE-APPLICATION FORM TO THE TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE

City of Laramie

(NAME OF APPLICANT)

FOR THE PURPOSE OF construction of the Public Works Service Center (STATE TITLE AND PUROSE OF PROJECT)

WITNESSETH

WHEREAS, the Governing Body for the City of Laramie (NAME OF APPLICANT)

desires to participate in the State Revolving Fund program to assist in financing this project: and

WHEREAS, the Governing Body for the City of Laramie (NAME OF APPLICANT)

recognizes the need for the project: and

WHEREAS, the STATE REVOLVING FUND program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the City of Laramie (NAME OF APPLICANT)

plans to repay the requested STATE REVOLVING FUND LOAN from the following sources (s): (DESCRIBE THE SOURCE OF ALL REPAYMENT FUNDS)

Water Fund Revenues

; and NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Laramie (NAME OF APPLICANT)

that a loan application in the amount of \$ 3,000,000.00 be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding Public Works Service Center (Name of project)

BE IT FURTHER RESOLVED, that Public Works Director, Earl Smith and City Manager, Janine Jordan (Name and title of persons)

are hereby designated as the authorized representatives of the City of Laramie (Name of applicant)

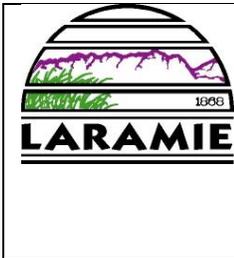
to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED THIS 3 day of January, 20 17

(Name & Title)

Attest:

(Name & Title)



**Agenda Item: Resolution**

**Title:** Resolution authorizing the submittal of a State Clean Water Revolving Loan Fund (CWSRF) application to the Office of State Lands and Investments in an amount not to exceed \$2,000,000 to support the Public Works Service Center Improvement Project.

**Recommended Council MOTION:**

“I move to approve Resolution No. 2017 – 6 authorizing the submittal of a CWSRF application to the Office of State Lands and Investments in an amount not to exceed \$2,000,000 to support the Public Works Service Center Improvement Project and authorize the Mayor and Clerk to sign the resolution”.

**Administrative or Policy Goal:**

Construct & finance Consolidated Public Works Service Center

**Background:**

At the December 20, 2016 meeting, City Council approved an agreement to purchase property north of town for the purpose of converting it to the Public Works Service Center (PWSC). This acquisition, along with improvement costs, must be financed in various ways.

Resolution No. 2017 – 6 authorizes the submittal of a CWSRF application to the Office of State Lands and Investments (SLIB) for the Public Works Service Center Improvement Project. The CWSRF will fund the wastewater fund allocation of the PWSC project; it funds a pro rata share of the property acquisition, design, and construction costs for all improvements associated with the Wastewater function of the Public Works Department.

Since the project will ultimately be utilized by the entire Public Works Department, including: Administration, Engineering, Solid Waste, Streets/Fleet, and Utilities (Water and Wastewater), the costs are allocated to each function according to their pro rata share of the site. The allocation is based upon the intended use of each building as a percentage of the total building square footage of the project. The breakdown is as follows:

**Pro Rata Project Allocation**

	<b><u>With Parks</u></b>	<b><u>without Parks</u></b>
<i>General Fund</i>	47.1% (\$3,948,193)	41.0% (\$3,072,933)
<i>Wastewater Fund</i>	23.6% (\$1,978,660)	26.3% (\$1,978,660)
<i>Water Fund</i>	29.3% (\$2,452,385)	32.7% (\$2,452,385)

Of the two project allocations above, one assumes that a portion of the project would be allocated to the Parks and Recreation Department and excludes any allocation to that function. These options are only provided for edification at this time as they do not affect the CWSRF application.

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**Legal/Statutory Authority:**

This is a qualifying CWSRF project.

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**BUDGET/FISCAL INFORMATION:**

As a loan, this includes a 0.5% origination fee (\$10,000) and provides an interest rate of 2.5% for up to 30 years. User fees would be used to repay the loan. This project is included in the ten year financial plan and the rate impact has already been considered in our cost of service analysis and included in the rate considerations.

**REVENUE**

Source	Amount	Type
Fees/Charges for Service		
Grants for Projects		
Loans on Project	\$2,000,000.00	CWSRF award via the Office of State Lands and Investments
Other		
Total	\$2,000,000	

**EXPENSE**

## Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$7,500,000.00	Estimate of total project cost
Loans on Project	\$3,000,000.00	DWSRF award via the Office of State Lands and Investments
Loans on Project	\$2,000,000	CWSRF award via the Office of State Lands and Investments
Other/Outside Projects	\$2,500,000.00	Bond Revenue
City's Amount	\$7,500,000.00	Adopted COL budget
Contingency	0%	
Total Amount	\$7,500,000.00	

**Responsible Staff:**

Janine Jordan, City Manager  
Malea Brown, Administrative Services Director  
Earl Smith, P.E., Public Works Director  
Sarah Reese, Grants Analyst

Attachments:  
Resolution No. 2017-6

Resolution No. 2017-6

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A PRE-APPLICATION FORM TO THE TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE

City of Laramie

(NAME OF APPLICANT)

FOR THE PURPOSE OF construction of the Public Works Service Center

(STATE TITLE AND PUPOSE OF PROJECT)

**WITNESSETH**

WHEREAS, the Governing Body for the City of Laramie  
(NAME OF APPLICANT)

desires to participate in the State Revolving Fund program to assist in financing this project: and

WHEREAS, the Governing Body for the City of Laramie  
(NAME OF APPLICANT)

recognizes the need for the project: and

WHEREAS, the STATE REVOLVING FUND program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the City of Laramie  
(NAME OF APPLICANT)

plans to repay the requested STATE REVOLVING FUND LOAN from the following sources (s):  
(DESCRIBE THE SOURCE OF ALL REPAYMENT FUNDS)

Wastewater Fund Revenues

; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Laramie  
(NAME OF APPLICANT)

that a loan application in the amount of \$2,000,000 be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding Public Works Service Center  
(name of project)

BE IT FURTHER RESOLVED, that Public Works Director, Earl Smith and City Manager, Janine Jordan  
(name and title of persons)

are hereby designated as the authorized representatives of the City of Laramie  
(name of applicant)

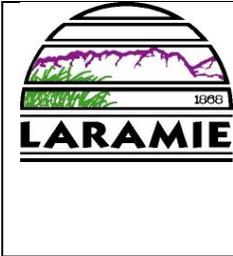
to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED THIS 3 day of January, 2017

\_\_\_\_\_  
(Name & Title)

Attest:

\_\_\_\_\_  
(Name & Title)



**Agenda Item: Resolution**

**Title:** Resolution authorizing the submittal of a State Drinking Water Revolving Loan Fund (DWSRF) application to the Office of State Lands and Investments in an amount not to exceed \$4,356,000 to support the design and construction of the North Side Tank Improvement Project.

**Recommended Council MOTION:**

“I move to approve Resolution No. 2017 – 7 authorizing the submittal of a DWSRF application to the Office of State Lands and Investments in an amount not to exceed \$4,356,000 for the North Side Tank Project and authorize the Mayor and Clerk to sign the resolution.”

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**Administrative or Policy Goal:**

This project will support the citywide infrastructure improvement program as adopted within the Water Master Plan and the Long Range Financial Plan for the Water Fund.

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**Background:**

The North Side Tank Project includes a 1MG water storage tank in the City’s pressure zone 3 to the northeast of the community along with approximately 22,000 lineal feet of water transmission mains of various sizes (12” to 24” diameter) along the northern extent of the community. The system will ultimately serve to provide a new water supply around the north side of town addressing future demands and existing deficiencies.

The North Side Tank Project has been identified as a missing critical element of the City’s water system for a number of years. The 2015 Water Master Plan (WMP) confirmed this assumption, ultimately identifying the project as the number one priority within the City’s water capital plan. Based upon the recommendations of the WMP, Council authorized staff to pursue funding of the project through the Wyoming Water Development Commission (WWDC).

An application for funding the project was submitted to the WWDC in the fall of 2016. The WWDC approved full funding for the project, which provides a 67% grant (\$804,000 for design and \$8,040,000 for construction). The remaining 33% of funding must come from a loan or other source provided by the City. In the case of this project, we are pursuing a DWSRF to fund the remaining amount (\$4,356,000).

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**Legal/Statutory Authority:**

This is a qualifying DWSRF project.

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**BUDGET/FISCAL INFORMATION:**

As a loan, this includes a 0.5% origination fee (\$21,780) and has an interest rate of 2.5% for a term up to 30 years. User fees would be used to repay the loan. This project is included in the ten year

financial plan and the rate impact has already been considered in our cost of service analysis and included in the rate considerations.

**REVENUE**

Source	Amount	Type
Fees/Charges for Service		
Grants for Projects		
Loans on Project	\$4,356,000.00	DWSRF award via the Office of State Lands and Investments
Other		
Total	\$4,356,000	

**EXPENSE**

Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$13,200,000.00	
Loans on Project	\$4,356,000.00	DWSRF award via the Office of State Lands and Investments
Grants for Project	\$8,844,000	WWDC Award
Other/Outside Projects		
City's Amount	\$4,356,000.00	Adopted COL budget
Contingency	0%	
Total Amount	\$13,200,000.00	

**Responsible Staff:**

Janine Jordan, City Manager  
 Malea Brown, Administrative Services Director  
 Earl Smith, P.E., Public Works Director

Attachments:  
 Resolution No. 2017-7

Resolution No. 2017-7

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A PRE-APPLICATION FORM TO THE TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE

City of Laramie  
(NAME OF APPLICANT)

FOR THE PURPOSE OF funding the North Side Tank project  
(STATE TITLE AND PUROSE OF PROJECT)

**WITNESSETH**

WHEREAS, the Governing Body for the City of Laramie  
(NAME OF APPLICANT)

desires to participate in the State Revolving Fund program to assist in financing this project: and

WHEREAS, the Governing Body for the City of Laramie  
(NAME OF APPLICANT)

recognizes the need for the project: and

WHEREAS, the STATE REVOLVING FUND program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the City of Laramie  
(NAME OF APPLICANT)

plans to repay the requested STATE REVOLVING FUND LOAN from the following sources (s):  
(DESCRIBE THE SOURCE OF ALL REPAYMENT FUNDS)

Water Fund Revenues

; and  
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Laramie  
(NAME OF APPLICANT)

that a loan application in the amount of \$ 4,356,000.00 be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding North Side Tank Project  
(Name of project)

BE IT FURTHER RESOLVED, that Public Works Director, Earl Smith and City Manager, Janine Jordan  
(Name and title of persons)

are hereby designated as the authorized representatives of the City of Laramie  
(Name of applicant)

to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED THIS 3 day of January, 20 17

\_\_\_\_\_  
(Name & Title)

Attest:

\_\_\_\_\_  
(Name & Title)

## **UPCOMING COUNCIL MEETINGS January 3, 2017**

All meetings at City Hall, 406 Iverson Street, unless noted.

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### **January 3, 2017**

**6:00 p.m. - Pre-Council**

**6:30 p.m. - Regular Meetings:** Outgoing Council and Incoming Council

### **January 7, 2017**

**8:30 a.m. - Council Retreat:** Recreation Center, expected end time: 4:00 p.m.

### **January 10, 2017**

**6:00 p.m. - Work Session:** Public Comments

**6:00 p.m. - Work Session:** Boards and Commissions Overview

**6:00 p.m. - Work Session:** Curb and Gutter Concrete Condition

**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 11-13, 2017**

**WAM Winter Workshop (Cheyenne, WY)**

### **January 17, 2017**

**6:00 p.m. - Pre-Council**

**6:30 p.m. - Public Hearing:** Original Ordinance No. 1959: Amending Chapter 15.14 to alter landscaping requirements for AV (Aviation) District.

**6:30 p.m. - Public Hearing:** Original Ordinance No. 1960: Rezoning portion of Laramie Regional Airport from AE (Airport Enterprise) to AV (Aviation).

**6:30 p.m. - Regular Meeting**

### **January 24, 2017**

**6:00 p.m. - Work Session:** Public Comments

**6:00 p.m. - Work Session:** Public Works Project Updates (*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

### **January 31, 2017**

**6:00 p.m. - Ward Meetings:** **Ward 1** - Jury Room, City Hall

**Ward 2** - Council Chambers, City Hall

**Ward 3** - Fire Station 2

### **February 7, 2017**

**6:00 p.m. - Pre-Council**

**6:30 p.m. - Regular Meeting**

### **February 11, 2017**

**8:30 a.m. - Council Retreat:** Recreation Center (*tentative*)

### **February 14, 2017**

**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

**UPCOMING COUNCIL MEETINGS January 3, 2017**

All meetings at City Hall, 406 Iverson Street, unless noted.

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**February 21, 2017**

**6:00 p.m. - Pre-Council**

**6:30 p.m. - Regular Meeting**

**February 28, 2017**

**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 7, 2017**

**6:00 p.m. - Pre-Council**

**6:30 p.m. - Regular Meeting**

**March 14, 2017**

**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 21, 2017**

**6:00 p.m. - Pre-Council**

**6:30 p.m. - Regular Meeting**

**March 28, 2017**

**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

## **FUTURE CITY COUNCIL WORK SESSIONS 1/3/2017**

### **Requested by Council Formal Action:**

City Curb & Gutter Policy (Paulekas)

Review of Inter-Agency City/County Agreements (Hanson)

Review of funding allocation for Child Care providers (Paulekas)

Open 311 (Summerville)

Turner Tract Plan Update (Summerville)

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

Tech Hire Grant Program (Summerville)

West Side Development (Henry)

\*Boards & Commissions (Pearce)

3<sup>rd</sup> Street Mobility Report (Summerville)

Rental Program (Summerville, Weaver)

### **Requested by Staff:**

Downtown Design Guidelines Revisions (CD)

\*Restaurant and Pool Inspection Program Future (Jordan)

Storm Water Program and Funding (Jaap/Jordan)

\*(Under Public Works Updates) North-Side Tank Project (Smith)

Wastewater Master Plan (Smith)

\*Boards and Commissions Overview (Jordan)

\*Curb and Gutter Concrete Condition (Smith)

\* Scheduled, not held.