

**LARAMIE COUNTY CLERK  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM PROCESSING FORM**

**1. DATE OF PROPOSED ACTION:** July 19, 2016

**2. AGENDA ITEM:**    ☐ Appointments    ☐ Bids/Purchases    ☐ Claims  
  
☐ Contracts/agreements/leases    ☐ Grants    ☐ Land Use: Variances/Board App/Plats  
  
☐ Proclamations    ☐ Public Hearings/Rules & Reg's    ☐ Reports & Public Petitions  
  
☐ Resolutions    Other

**3. DEPARTMENT:** County Clerk

**APPLICANT:**

**AGENT:** Debra Lee

**4. DESCRIPTION:** Consideration of the Minutes of Proceedings for July 5, 2016.

Amount \$                      From                      To

**5. DOCUMENTATION:**                      Originals

| <u>Commissioner</u> |       | <u>Clerks Use Only:</u> |  | <u>Signatures</u> |       |
|---------------------|-------|-------------------------|--|-------------------|-------|
| Ash                 | _____ |                         |  | County Attorney   | _____ |
| Holmes              | _____ |                         |  | Deputy Attorney   | _____ |
| Thompson            | _____ |                         |  |                   |       |
| Heath               | _____ |                         |  |                   |       |
| Kailey              | _____ |                         |  | Grants Manager    | _____ |
| Action              | _____ |                         |  | Outside Agency    | _____ |
| Postponed           | _____ |                         |  |                   |       |

**Minutes of the Proceedings  
Board of County Commissioners  
Prepared by the Office of the Clerk of Laramie County  
Laramie County Wyoming**

Tuesday, July 05, 2016

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- 160705 00** The Laramie County Commissioners met in regular session Tuesday, July 5, 2016 at 3:30 p.m. Those in attendance were Commissioner K.N. Buck Holmes, Chairman; Commissioner Linda Heath; Vice-Chairman; Commissioner Amber Ash; Commissioner Troy Thompson; Commissioner Ron Kailey; County Attorney Mark Voss; County Clerk Debra Lee and Deputy Clerk Valerie Roybal.

Those signing the register were Eugene D. Royer; Sandra Newland, Laramie County Grants; Patty Benskin, Kiwanis; Heather Rudy, Human Resources; Ashley Smith, Laramie County Planning; Pepper McClenahan, Laramie County Planning; Glen Crumpton, Laramie County Combined Communication; Jean Vetter, High Plains Design; Casey Palma, Steil Surveying; Esmeralda Meraz, Family Kitchen.

- 01** Commissioner Ash moved to approve the Minutes of Proceedings for June 21, 2016. Commissioner Thompson seconded the motion, which passed unanimously.
- 02** Commissioner Thompson moved to approve the second amendment to the Electronic-Citation Implementation Grant Agreement 140805-27 between Laramie County and the Wyoming Supreme Court, which extends agreement to June 30, 2017. Commissioner Ash seconded the motion, which passed unanimously. After obtaining all signatures, the amendment is to be filed in central files with the County Clerk.
- 03** Commissioner Thompson moved to approve the warrants in the amount of \$2,830,274.12 for June 2016. Commissioner Ash seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.
- 04** Commissioner Thompson moved to approve the following part-time salaries in the amount of \$28,849.34 for June 2016: Buildings/Maintenance, \$13,806.77; District Court, \$1,807.50; Detention Center, \$8,953.09; County Coroner, \$122.07; Shooting Range, \$2,910.21; Drug Court, \$394.84; DUI Court, \$394.86; Planning & Development, \$460.00. Commissioner Ash seconded the motion, which passed unanimously.
- 05** Commissioner Thompson moved to approve following fees collected by various County entities for May 2016: County Clerk, \$120,752.86; Planning & Development, \$67,681.39; Clerk of District Court, \$22,854.60; Shooting Sports, \$12,191.39; Circuit Court, \$60,373.00; Drug Court, \$370.00; DUI Court, \$1,797.00; Sheriff's Department, \$70,573.75. Commissioner Ash seconded the motion, which passed unanimously.

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- 06 Commissioner Thompson moved to approve the agreement between Laramie County and Blue Cross/Blue Shield for coordination of the FlexShare Benefit Plan. Commissioner Ash seconded the motion, which passed unanimously. The agreement is filed in central files with the County Clerk.
  - 07 Commissioner Thompson moved to approve the agreement between Laramie County and the Cheyenne Kiwanis Club for the purpose of providing for mass feeding exercises and operations by the Kiwanis Club. Commissioner Ash seconded the motion, which passed unanimously. The agreement is filed in central files with the County Clerk.
  - 08 Commissioner Heath moved to approve a change order between Laramie County and Motorola Solutions (141216-08) as follows: "Remove tower from building shortly after initial installation due to structural failures of building support system and a second return installation effort for the same tower. Motorola Solution agrees to provide reasonable assistance, including information and documentation, necessary to support the customer's claims for reimbursement from third parties for the Pricing Change in this Change Order; provided however, Motorola solutions shall not be required to disclose information to which it considers confidential or proprietary, including, for example, its master pricing agreements with its suppliers or costs to manufacture products." Commissioner Kailey seconded the motion, which passed unanimously. The change order is filed in central files with the County Clerk.
  - 09 Commissioner Thompson moved to approve the change order to contract 160301-16 between Laramie County and CGRS, Inc. for the Laramie County Compressed Natural Fueling Station to install Gasboy card lock system on both aboveground storage tanks in the amount of \$42,159.66 and to change date from June 24, 2016 to August 26, 2016. Commissioner Heath seconded the motion, which passed unanimously. The change order is filed in central files with the County Clerk.
  - 10 Debra Lee, County Clerk, presented an application for a Restaurant Liquor License. Chairman Holmes opened the hearing for public comment. Hearing no public comment, Chairman Holmes closed the hearing. Commissioner Ash moved to approve the application for a Restaurant Liquor License submitted by Esmeralda Meraz d/b/a Family Mexican Restaurant LLC, located at 715 South Greeley Highway. Commissioner Kailey seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.
  - 11 Commissioner Thompson moved to postpone the public hearing regarding a Zone Change for a portion of the SW1/4 Section 30, and the NW 1/4 Section 31, T.13N., R.66W., of the 6th P.M., Laramie County, Wyoming, to the August 2, 2016 meeting. Commissioner Ash seconded the motion, which passed unanimously.
  - 12 Commissioner Thompson moved to postpone the public hearing regarding a Subdivision Permit and Plat for Bison Crossing Subdivision, 9th Filing, located in a portion of the SW 1/4 Section 30 and the NW 1/4 Section 31, T.

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13N., R.66W., of the 6th P.M., Laramie County, Wyoming, to the August 2, 2016 meeting. Commissioner Ash seconded the motion, which passed unanimously.

- 13 Barbara Kloth from the Planning Department informed the commissioners that the purpose of the application is to change the property from A2 (Agricultural) to AR (Agricultural Residential) to allow for development of a new subdivision. The application is being run concurrently with a subdivision permit and plat application to subdivide approximately 160 acres into thirty (30) single-family residential lots. The subdivision cannot be approved if the zone change is not approved, given the minimum size requirements. Commissioner Holmes opened the public hearing. Hearing no public comment, Commissioner Holmes closed the public hearing. Commissioner Ash moved to approve a zone change from A2 (Agricultural) to AR (Agricultural Residential) for the SE 1/4 of Section 14, T.14 N., R.66W., of the 6th P.M., Laramie County, Wyoming and to adopt the findings of facts a and b of the staff report. Commissioner Thompson seconded the motion. Motion passed unanimously. The resolution is filed in central files with the County Clerk.
- 14 Commissioner Holmes opened the public hearing on consideration of a subdivision permit and plat for Woods Landing Estates, located in the SE 1/4 of Section 14, T.14N., R.66W., of the 6th P.M., Laramie County, Wyoming. Hearing no comment, Commissioner Holmes closed the public hearing. Commissioner Thompson moved to postpone action on the Subdivision Permit and Plat for Woods Landing Estates, located in the SE 1/4 of Section 14, T.14N., R.66W., of the 6th P.M., Laramie County, Wyoming, to the July 19, 2016 meeting in order to give the planning department and developer time to discuss with fire district #2 a requirement that the developer install a 30,000 gallon cistern. Commissioner Kailey seconded the motion. Motion passed unanimously.

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**CERTIFICATION**

I, Debra K. Lee, Clerk of Laramie County, do hereby certify the above to be a true and correct copy of the Minutes of the Proceedings for Tuesday, July 05, 2016

**SEAL**

Approved by : \_\_\_\_\_

Debra K. Lee  
County Clerk

Reviewed by : \_\_\_\_\_

K. N. Buck Holmes, Chairman  
Board of County Commissioners

This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources, 310 West 19th Street, Cheyenne, WY 82001, (307)633-4355 within a reasonable time.