

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, March 4, 2025

3:30 PM

Commissioners Board Room

To attend the meeting virtually and comment online please visit:
www.laramiecountywy.gov - Commissioner meeting

Any supporting document associated with an agenda item is the document as initially submitted for the agenda and may not include any subsequent proposed amendments or revisions.

Roll Call/Call to Order

Minutes

1. Consideration of the Minutes of Proceedings for Feb 18, 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes Feb 18, 2025](#)

Consent Agenda

2. Consideration of the adoption of the revised Laramie County Grant Policies and Procedures Handbook, updated to conform with the Uniform Guidance changes made in Oct 2024.

Dept: Grants

Agent: Sandra Bay

Applicant:

Attachments: [Grant Policies and Procedures Handbook](#)

3. Consideration of the ratification of a resolution authorizing submission of a grant application to the Spirit of Blue Foundation in the amount of \$15,000 to request funds for five fingerprint scanners for the Sheriff's office.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Grant Application, Spirit of Blue Foundation](#)

4. Consideration of an agreement between Laramie County, WY, and Action Entertainment, LLP, to provide laser tag and RC car event at the Laramie County Fair. The county shall pay the amount of \$14,000.

Dept: Events

Agent: Nicholle Watkins

Applicant: Action Entertainment, LLP

Attachments: [Agreement, Action Entertainment, LLP](#)

5. Consideration of an agreement between Laramie County, WY, and Alpacaglobo, LLC, to provide balloon-twisting entertainment at the Laramie County Fair. The county shall pay the amount of \$6,120.

Dept: Events

Agent: Nicholle Watkins

Applicant: Alpacaglobo, LLC

Attachments: [Agreement, Alpacaglobo, LLC](#)

6. Consideration of an agreement between Laramie County, WY, and Barnology, LLC, to provide a petting zoo at the Laramie County Fair. The county shall pay the amount of \$8,400.

Dept: Events

Agent: Nicholle Watkins

Applicant: Barnology, LLC

Attachments: [Agreement, Barnology, LLC](#)

7. Consideration of an agreement between Laramie County, WY, and WCC Enterprises, Inc, to provide bubble tower performance at the Laramie County Fair. The county shall pay the amount of \$7,700.

Dept: Events

Agent: Nicholle Watkins

Applicant: WCC Enterprises, Inc

Attachments: [Agreement, WCC Enterprises, Inc](#)

8. Consideration of an addendum to an agreement between Laramie County, WY, and KCG Entertainment, LLC, to perform magic shows and run a mobile escape room for the Laramie County Fair. The county shall pay the amount of \$14,700.

Dept: Events

Agent: Nicholle Watkins

Applicant: KCG Entertainment, LLC

Attachments: [Addendum, KCG Entertainment, LLC](#)

9. Consideration of a legal services agreement between Laramie County, WY, and the Law Office of Shelly Kay Flot, PC, to provide representation to indigent parents in accordance with WS 14-3-422(b) and to comply with county's obligation pursuant to WS 14-3-434(b) at a rate of \$100/hour.

Dept: County Attorney

Agent: Mark Voss

Applicant:

Attachments: [Legal Services Agreement, Shelly Kay Flot, PC](#)

10. Consideration of the following fees collected by various county entities for Jan 2025: County Clerk, \$115,590.48; Sheriff, \$277,348.94; Clerk of District Court, \$18,807.82; Shooting Sports, \$16,137.92; Planning & Development, \$101,779.88; Circuit Court, \$51,821.00; DUI Court, \$450.00; Drug Court, \$160.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Jan Fees 2024](#)

11. Consideration of the following part-time salaries in the amount of \$55,260.55 for Feb 2025: Planning, \$661.27; Shooting Sports, \$7,451.60; Buildings/Maintenance, \$17,632.92; Sheriff Operations, \$2,061.18; Detention, \$22,748.35; Events, \$706.20; District Court, \$494.18; Drug/DUI Courts, \$3,504.85.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Feb Part-time Salaries 2025](#)

Warrants

12. Consideration of warrants in the amount of \$4,627,504.12 for Feb 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Feb Warrants 2025](#)

Report & Public Petitions

13. Presentation of the FY24 audit of Laramie County. (No action required)

Dept: County Clerk

Agent: Debra Lee

Applicant: CliftonLarsonAllen, LLP

Attachments: [Laramie County FY24 Financial & Compliance Report](#)

Proclamations

14. Consideration of a resolution proclaiming March 2025 as Red Cross Month.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Resolution Proclaiming March 2025 as Red Cross Month](#)

Resolutions

15. Consideration of a resolution designating the Cheyenne America 250 Commission as the official Laramie County America 250 Commission.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Resolution, Cheyenne America 250 Commission](#)

16. PUBLIC HEARING regarding a request for the vacation of Rd 103 described as commencing at the intersection of Rd 239 and running thence north approximately 165 ft through Sect 3, T18N, R70W of the 6th PM and Sects 34, 33, and 28, T19N, R70W of the 6th PM, Laramie County, WY, and terminating at the north line of Sect 28, contiguous to Sect 21, T19N, R70W of the 6th PM, Laramie County, WY.

Dept: Public Works

Agent: Molly Bennett

Applicant:

Attachments: [Resolution, Rd 103, RP#512](#)

Grants

17. Consideration of an agreement between Laramie County, WY, and Great Western Installation in the amount of \$201,221.53 to provide and install playground equipment at North Clear Creek Park.

Dept: Grants

Agent: Sandra Bay

Applicant: LC Rec Board

Attachments: [Agreement, Great Western Installation](#)

License/Permits

18. Consideration of liquor license fees for July 1, 2025, through June 30, 2026.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Liquor License fees for 2025](#)

Appointments

19. Consideration of a resolution appointing Robert Peete as representative of Laramie County on the Laramie County Community Juvenile Services Joint Powers Board, to complete a three-year term open position, expiring June 30, 2027.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Community Juvenile Services JPB Appointment, Robert Peete](#)

Reasonable Accommodations

This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources at (307) 633-4355 or humanresources@laramiecountywy.gov at least two business days prior to the meeting. Per WS §18-3-516(f), access to county information can be obtained at laramiecountywy.gov.