

PARKS, TREE, AND RECREATION ADVISORY BOARD

**RECREATION CENTER, 920 BOULDER DRIVE,
LARAMIE, WY 82070**

NOVEMBER 12, 2025 AT 6:30 P.M.

1. Call to Order at 6:31p.m.
2. Roll Call – All board members present except Larry Foianini. Council Liaison Fried absent. Staff present – Director Bork (virtual), Scott Hunter, Kevin McIntyre, Wendy Clubb, Brenda Turner
3. Approval of Agenda
 - A. MOTION BY Dave Hammond, seconded by Melanie Arnette that the Agenda be approved as presented - **PASSED**
 - B. MOTION BY Dave Hammond, seconded by Sarah Brown Mathews that the Consent Agenda be approved - **PASSED**
4. Disclosures - Ex-parte communications; potential conflicts of interest - NONE
5. Regular Agenda – *Note: Summary provided by Zoom AI Companion, edited by staff for accuracy.*

Meeting Agenda and Personnel Updates

The meeting began with a minor technical difficulty regarding the owl projector, which was resolved. Brenda confirmed that Councilor Fried was absent due to a City Council work session. Sarah announced her early departure at 7:20 for another meeting. The consent agenda was approved without discussion.

Wendy's Promotion and Pool Safety

Director Bork introduced Wendy Clubb, who was promoted to Recreation Division Manager, and asked her to share her background. Wendy discussed her experience in recreation and facility management, including her time in Alaska. The group then addressed concerns about glass being found in the pool, with Wendy explaining the situation and steps being taken to prevent further incidents. She mentioned that they are implementing stricter policies on what can be brought into the pool area and working on a cost analysis for draining the pool.

Pool Safety and Application Updates

The meeting discussed safety measures at the pool following the discovery of glass fragments. Director Bork explained that standard practice requires draining and power washing the pool, despite uncertainty about the source of the glass. Wendy Clubb introduced new policies including a ban on deck shoes and restrictions on carrying other items onto the pool deck. The group also reviewed changes to the ACRB application process for fiscal year 2027, which now uses an online Google Form to streamline the submission and review process.

Capital Projects Design, and other Updates

- Director Bork provided updates on several capital projects.
- The Laramie Bike Park project is in the design phase with American Ramp Company, expected to have preliminary designs by early December.
- The West Side-West Laramie Trail Connector project is at 56% completion, with design work continuing and an amendment to be presented to City Council on November 18th for costs for additional easement work.
- The Spring Creek Phase 2 project is in the bid process, and will extend the existing trail from 23rd to 9th, with construction starting this spring and aiming for completion by December 2026.
- The Coughlin Pole Mountain project is in the initial design phase, with work ongoing to ensure adequate water flow.
- Optimist All-Inclusive Playground design is moving forward with anticipated construction in 2026.
- The community-wide sports study led by BerryDunn, which is set to begin in December.
- The board discussed the possibility of reducing meeting frequency to every other month, but after consideration, decided to maintain monthly meetings.
- Scott Hunter mentioned the Jewish community's interest in purchasing spaces at Greenhill Cemetery.
- The board noted upcoming vacancies due to term endings.
- Ryan Smith raised concerns about low-flow shower heads in the men's locker room
- Board Chair Brett Kahler announced that this was his last meeting as a board member due to a new position in Northern Colorado.
- The next meeting is scheduled for December 10th.

6. Adjournment at 7:26 p.m.

Next Regular Meeting Date:

Wednesday, December 10, 2025 @ 6:30 p.m.