
MINUTES
Monolith Ranch Advisory Committee
January 9, 2014, 1:00 PM
405 Grand Ave., Laramie, WY
Annex Conference Room

The regular meeting of the Monolith Ranch Advisory Committee will meet at the Historic Carnegie Building, 405 Grand Avenue, 1st Floor Conference Room.

I. ROLL CALL

Members Present: Cal Van Zee, Paul Rechar, David Evertson, Joe Lord, Jason Sherwood, Vicki Henry and Earl Smith
Staff Present: Danielle Brewer
Guests: Mindy Meade

II. APPROVAL OF AGENDA

New business items brought to attention by Smith; items to add include committee structure and HMA Agreement.

MOTION BY HENRY, seconded by Rechar, to approve the agenda with the two added new business items. **MOTION CARRIED UNANIMOUSLY.**

III. APPROVAL OF MINUTES – November 14, 2013

MOTION BY HENRY, seconded by Sherwood, to approve the minutes from the November 14, 2013 committee meeting. **MOTION CARRIED UNANIMOUSLY.**

IV. NEW BUSINESS

A. Dave Derragon, Assistant City Manager – Committee Structure

See attached memo from Dave Derragon dated January 9, 2014.

Staff has been discussing committee structure over the last few months. The Monolith Ranch Advisory Committee is the only committee having staff members as voting members; all of the other committees have appointed members with staff members serving as a liaison to the committee. The staff recommendation is to remove the two staff positions as voting members and establish the board similar in structure of other committees. The staff will still attend the meetings and provide the support necessary; removing them from voting takes away any potential conflict of interest and aligns the MRAC with other committee structures. The committee will need to determine if they wish to remain a five person board or if they wish to recruit two additional members to have a seven member board. In general, the goal is to bring the structure in compliance with the other boards and commissions within the organization. A resolution will need to be prepared for the City Councils consideration for approval or denial.

Floor was open for discussion. **MOTION BY LORD**, seconded by Evertson, to eliminate the two staff positions as voting members from the committee, keeping the committee number to five. **MOTION CARRIED UNANIMOUSLY**

A resolution will be drafted and emailed to the committee for approval. Within the resolution, the structure of the committee will be listed and the committee will elect a chair and vice-chair at the first meeting after approval of the resolution.

B. Jason Sherwood, Game and Fish – Hunter Management Agreement

See Attachment A - - City of Laramie and Monolith Ranch HMA 2013 provided by Sherwood.

At the last meeting, the purchase of the new property in the middle of the Ranch was discussed. The process has been started to update the Hunter Management Agreement to include that property. A new contract is being developed, similar to the old contract, to include a better definition of what a hunting year is. The agreement is a five year commitment, it is meant to be short term and to ensure things are working properly. The revised agreement will be provided in the next month via email to the committee for approval or changes.

Now would also be a good time to review and discuss the rules set for the Ranch and if there are any changes that need to be addressed. These rules are State regulated so Game and Fish can issue citations if someone is driving where they are not supposed to. This year there were no issues brought to attention and no tickets were written.

Floor was open for discussion. No motion necessary at this time.

V. OLD BUSINESS

A. Standing Report from Parks, Trails and Recreation Master Plan Ad Hoc Advisory Committee

Lord reported there is no change in the committee report. The Monolith Ranch recreational development has been tabled. The public has expressed extreme interest suggesting a dog park, community gardens, and bicycle trails.

B. Quarterly Report from Water Resource Specialist

See attached memo from Dave Derragon dated January 9, 2014.

C. Pivot Update from Water Resource Specialist

See attached memo from Dave Derragon dated January 9, 2014.

Discussion on the urgency of the VFD (variable frequency drive) needing to be installed. There is concern the City is not receiving the product we contracted to receive.

D. Titus Survey from Water Resource Specialist

Tabled for future discussion

E. Update from US Fish and Wildlife Service – Mindy Meade

Meade would like to become a familiar face to the committee. She reported with the severe decline in temperature and the increase of snow, the project was slightly delayed; the range folks need to be able to see the grasses that are out there and cannot under a blanket of snow. The hopes are to get out to the Ranch next week weather permitting. Projects like this generally tend to take approximately two years, going from a blank sheet to concepts, to discussions and into the permitting and contracts.

F. Lease Negotiations – Cal Van Zee

We are approximately 18 months out from the end of the lease. Dave was going to check on bid procedures. Floor was open to discussion regarding the new lease and changes to items that should be addressed.

VI. SET DATE FOR NEXT MEETING

The next meeting was set for April 17, 2014, at 1:00 pm.

VII. SET AGENDA FOR NEXT MEETING

- A.** Resolution update on the committee's structure – elections
- B.** Standing Report from Parks, Trails and Recreation Master Plan Ad Hoc Advisory Committee
- C.** Quarterly Report from Water Resource Specialist
- D.** Pivot Update from Water Resource Specialist
- E.** Titus Survey Update from Water Resource Specialist
- F.** Update Lease Negotiations and committee's involvement
- G.** Hunter Management Agreement update from Jason Sherwood

VIII. ADJOURNMENT

MOTION BY VAN ZEE, seconded by Lord, to adjourn the meeting. **MOTION CARRIED UNANIMOUSLY.** The meeting adjourned at 1:45 pm.

Respectfully Submitted,

APPROVED BY CITY COUNCIL

S/Danielle Brewer

Secretary
Ranch Advisory Committee

Date

MEMO

To: Ranch Committee Members

From: Dave Derragon, Asst City Manager *Dave*

Subject: January 9, 2014 Agenda Items

Date: January 9, 2014

Earlier this week, City Manager Jordan's schedule changed for today and she will be away from the office. This change requires my attendance on a conference call today at 1:00 PM in her place.

Darren Parkin, Water Resources Specialist, is away from the office today and Friday as his father passed away and the wake is scheduled today. The funeral is tomorrow.

I apologize for not being in attendance, but I will offer this memo to cover pertinent agenda items.

Committee Structure

Initially, the Ranch Committee was created as an Ad Hoc Committee for a one year period to assist with challenges facing the ranch. At that time, two city employees were placed on the committee to facilitate the committee's organization and operation during that process. The decision was made approximately one year later to create the Ranch Committee as a standing committee and all members rolled forward as voting members in the resolution adopted by the City Council. The two city employees remained on the committee.

For all boards and commissions, it is the practice of the city not to have employees as voting members. Boards and commissions generally have staff liaisons to assist with operation and activities. Having employees appointed to committees as voting members may create the perception that staff is unduly influencing the committee in the recommendations made to the City Council. As we know, perception often becomes reality.

For this reason, it is recommended that the structure is changed to remove the city employees as voting members of the Ranch Committee. A resolution would be adopted by the Council making this change. My question to the Committee is this: Would the Committee prefer have five members, or continue with seven members? I believe the

committee is functioning well and would be successful with five members. Please let me know your thoughts and we will proceed accordingly.

Removing the two city employees will not change attendance at the Committee meetings. Staff liaisons will be appropriately present as needed. Public Works, City Manager's Office and Community Development are departments likely to be involved with the Committee on an ongoing basis.

Water Resource Specialist

Report attached

RAC – 1/9/14
Darren Parkin

Report:

Since the last meeting of the RAC in November, things at the Monolith Ranch have been pretty quiet. The lessee has only been keeping a few hundred head of livestock on the property making winter feeding an easy operation. However, this will soon change as up to 1,600 head are expected to be brought to the ranch sometime in January.

The quality of some of the grass hay has proven to be very poor, due to the protracted haying season. The hay that was put up first is very good, and the quality gets progressively worse with the later hay. Some of it is bad enough that they cannot get the cattle to even eat it, so it is a balancing act trying to mix the good with the bad. They have sent a few semi loads to their feedlots where it can be blended and fed in a more controlled environment. Still, the ranch produced a lot of hay and they do not expect to run out this winter.

Water tanks freezing over have always been a problem on the ranch. This fall the lessee redid the drains on all of the winter stock tanks and that has definitely helped keep the ice off better. Water availability is the main limiting factor to the number of cattle that they can bring in for winter feeding. Therefore, they would like to install more stock tanks to be able to bring in even more livestock. There is some disagreement between Stanley Baer and his ranch hands as to where these tanks should go, and I have some concerns over some of the proposed locations adversely affecting hay production. In addition, they would like the City to cost share the expenses, so talks are ongoing.

The lessee has made his grazing payment to the City for 2013, \$19,600.03, a testament to how few cattle were on the ranch this year. In 2012 there were 1,100 +/- head on the ranch all summer long, and in 2013 we averaged closer to 200 +/- . The payment in 2012 was \$47,484.08.

Pivot:

P Diamond Irrigation has missed another deadline to finish work on the center pivot, as they had stated in writing that everything would be complete by December 31. However, there has been some progress made. The old dog legs have been dug out and new ones have been built, they are in Fort Collins getting coated with liquid epoxy. The raw steel water lines have been removed and they are also getting anti-corrosion coating. A new electrical line has been trenched in to the pivot center, and an electrician is supposed to be on site the week of January 13 to hook everything up.

P Diamond has decided that they are unable to provide a VFD as promised in their original proposal, so a decision will need to be made as to how to proceed there. They want to use two checks and a manual valve while replacing all existing water line air vents with continuous air relief vents. This may provide some semblance of remote operation when the line is full, but it is certainly not the setup that the City expected to receive. In addition, discussion needs to occur as to the acceptability of the as built cistern/settling pond and screening.

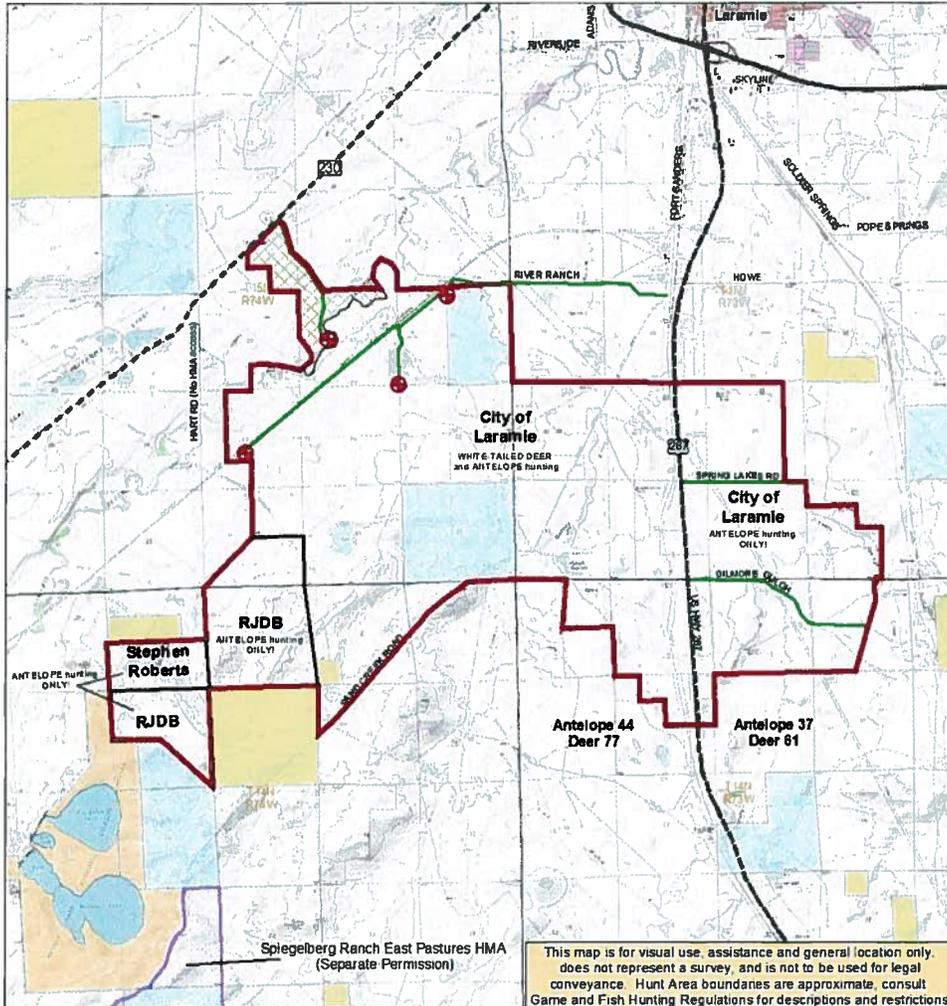
Finally, P Diamond intends to pull the pump and send it in for service to clean out all of the mud that it ingested and inspect it for damage. This is because it ran all season without any screening and we experienced a dramatic drop in pumping capacity by the end of the year.

**GENERAL LOCATION
MONOLITH RANCH HMA**



LEGEND

- PRIVATE LAND
- BLM LAND
- STATE LAND
- FISH AND WILDLIFE
- PRIVATE - NO ACCESS
- ARCHERY HUNTING ONLY
- SPIEGELBERG RANCH HMA (Separate Permission Slips)
- HUNTER MANAGEMENT AREA BOUNDARY
- HUNT AREA BOUNDARY
- RANCH BOUNDARY
- ACCESS ROAD
- PARKING AREA

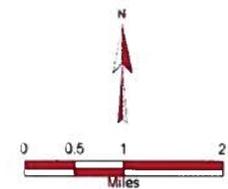


This map is for visual use, assistance and general location only, does not represent a survey, and is not to be used for legal conveyance. Hunt Area boundaries are approximate, consult Game and Fish Hunting Regulations for descriptions and restrictions.



**MONOLITH RANCH
Hunter Management
Area**

Monolith Ranch Hunter Management Area provides access to hunt antelope in Hunt Areas 44 and 37, and white-tailed deer (ONLY ON CITY OF LARAMIE PROPERTY) in Hunt Area 77 during the respective seasons as published annually by the Wyoming Game & Fish Commission. See Ranch Rules for details.



Hunter Management Area rules apply only to those lands enrolled in the HMA.

Access to these private lands for any commercial activity must be gained by contacting the individual landowner(s) directly.

Monolith Ranch HMA 2013

The **Monolith Ranch Hunter Management Area** is open to hunt only **antelope** in **Hunt Areas 44 and 37** and **white-tailed deer** (on City of Laramie property **ONLY**) in **Hunt Area 77** during the specific species season as published in the current Game & Fish Commission Regulations:

- **Archery Antelope Hunting Access:**
 - **Hunt Area 44** (*Type 1 & 6 licenses*)
 - Unlimited number of permission slips will be issued for August 15 - September 13.
 - **Hunt Area 37** (*Type 1 & 7 licenses*)
 - Unlimited number of permission slips will be issued for August 15 - September 20.
- **Firearms Antelope Hunting Access:**
 - **Hunt Area 44:** (*Type 1 & 6 licenses*)
 - Thirty (30) permission slips issued for September 14 - 30, and,
 - Unlimited permission slips issued for September 21 - 30.
 - **Hunt Area 37:** (*Type 1 & 7 licenses*)
 - Fifteen (15) permission slips issued for September 21 - 30, and,
 - Fifteen (15) permission slips issued for October 1 - 14.
- **White-tailed Deer Hunting Access:**
 - **Hunt Area 77:** (*Type 3 licenses*)
 - Ten (10) permission slips issued for October 1 – November 30.
- **Each hunter must have a permission slip and a vehicle pass** to the specific hunter management area and species they are hunting. **Anyone without Department permission shall be subject to trespass charges.**
 - Non-hunting/ non-permitted persons may assist in game retrieval on the HMA as long as they are accompanying a permitted hunter and do not possess a firearm.
 - **Persons may not scout or trespass** prior to their designated hunting access period!
- **You may receive either a Monolith or a Spiegelberg Ranch HMA antelope permission slip, NOT BOTH.**
- Violation of Ranch Rules by a hunter will result in denial of their access permission to the Hunter Management Area in subsequent years.
- Hunters must maintain proper safety procedures regarding firearms. Hunters must maintain a no hunting or shooting zone within two hundred (200) yards of any building and around all other designated areas. All firearms shall be unloaded while in vicinity of all vehicles and buildings.
- Motorized travel is allowed on **designated roads ONLY**.
 - Roads open to vehicular travel will be marked with a white arrow.
- Hunters must maintain proper vigilance aimed at preventing fires or damage by other means to the Hunter Management Area. No overnight camping or campfires are allowed. Do not litter. Close all gates behind you.
- Agricultural practices are necessary on the premises and take precedence. Hunting shall not interfere with any such activities.
- Abide by all signs and posted areas. Do not shoot in the direction of livestock, buildings, roads, fences, windmills, stock tanks, or any object other than the animal you are hunting.
- Do not damage fences, range improvements, or harass livestock. Livestock has the right of way.
- **Report all wildlife violations by calling 1-877-WGFD-TIP (1-877-943-3847).** Future hunting opportunities depend on hunter compliance with all ranch rules as well as Game and Fish laws and regulations.
- If you harvest an animal on deeded land, deposit the landowner coupon in the drop box or mail to:

City of Laramie
PO Box C
Laramie, WY 82070

RJDB
619 South 8th
Laramie, WY 82070

Stephen Roberts
PO Box 14
Laramie, WY 82070