

**CITY OF LARAMIE**  
**PARKS, TREE & RECREATION ADVISORY BOARD**

March 9, 2016  
Minutes of Meeting

MEMBERS PRESENT: Chris Dixon, Marius Favret, Larry Foianini, Jacque Stonum, Helen Coates

MEMBERS NOT PRESENT: Steve Ropp, Dave Hammond, Amy Williamson

COUNCIL LIASON: Paul Weaver

GUESTS: Paula Wilson-Cazier, Alisha Bunker, Dan McCoy, Sarah Crank, Tyler Carroll, Illegible Name

CITY OF LARAMIE STAFF PRESENT: Todd Feezer, Parks & Recreation Director; Jodi Guerin, Recreation Manager, Scott Stevenson, Facilities Supervisor, Keith Wardlaw, Mosquito Supervisor, Loni Wilson, Parks Crew Leader, Julie McGee, Account Clerk

The regular meeting was called to order by Madam Chair Jacque Stonum at 6:30 pm.

Consent Agenda:

1. To approve the minutes from the February 10, 2016 regular meeting of the Parks, Tree and Recreation Advisory Board. (Feezer, pages 2-5)
2. To approve the MOU between City of Laramie, Wyoming and the University of Wyoming Art Museum for the provision of the "Love Motel for Insects and Pollinator Garden." (Feezer, pages 6-14)
3. To approve the Lease Agreement between the City of Laramie and Action Resources International for a term of 5 years at Fort Sanders building. (Stevenson, pages 15-51)
4. To approve the facility use agreement between Ivinson Memorial Hospital and the City of Laramie for the provision of physical therapy and personal training services for patients. (Guerin, pages 52-60)
5. To approve the facility use agreement between Open School and the City of Laramie for the provision of group swim lessons. (Guerin, pages 61-69)
6. To approve the facility use agreement between Wyoming Technical Institute and the City of Laramie for the provision of access to the Laramie Community Recreation Center for students. (Guerin, pages 70-78)
7. To approve the MOU between Laramie Colts Baseball Club and the City of Laramie or the provision of use of Cowboy Field for the 2016 season (Guerin, pages 79-88)

Motion by Favret, seconded by Foianini, that the consent agenda be approved and that each specific action on the consent agenda be approved as indicated within the staff reports. (Items listed on the consent agenda are considered to be routine and will be enacted by one motion in the form listed above. There will be no separate discussion of these items unless a Board Member or citizen so requests, in which case the item will be removed from the consent agenda to the regular agenda.) Motion carried 5-0.

Regular Agenda:

1. Training and Orientation on Wyoming Open Meetings Act and Public Records Act presented by Paula Wilson-Crazier.
2. Approval of Resolution AB2016-23, authorizing the submission of a Make-A-Splash grant for 2016 to support swim lessons scholarships for disadvantaged youth.

Motion by Favret, second by Coates. Motion carried 5-0.

3. Approval of Resolution AB2016-24, updating the 2015 Parks & Recreation Master Fee Schedule as presented.

Favret asked why the senior citizens discount age is set at age 60 when many agencies use anywhere from 62-70 as their standard. Could raising the senior citizen discount age increase revenue? Guerin responded that she would do some research on the matter and report to the Board at a later date with her findings.

Public Comment: Alisha Bunker addressed the Board with her concerns that the fee schedule is too high. She has a background as a fitness instructor and is currently a fitness instructor at the Laramie Community Recreation Center. She gave multiple examples of ways that other recreation centers in other communities such as Longmont, Colorado have set their fees and suggested that further research into a better plan would be beneficial.

The Board asked more specific questions in regards to her understanding of the fee schedules in these other centers.

Guerin added that a survey is being conducted to determine the community's perception of the Recreation Center. Fioanini asked Guerin how we compare with other communities that are comparable to the City of Laramie. Guerin responded that in her opinion, we are comparable. Feezer pulled up pricing from a center in Longmont, Colorado and related some rates and all were higher than Laramie. Stonum stated that she would like to see us move to membership rates that would simplify the system and possibly include fitness program fees with membership.

Motion by Favret, second by Coates. Motion carried 5-0.

4. Approval of Resolution AB2016-25, University of Wyoming Bike Friendly Designation and consideration of a motion to support the University of Wyoming's Bicycle Pedestrian Safety Committee and the Campus Sustainability Class's investigation into becoming a "Bicycle Friendly Community"

Presentation made by Dan McCoy. McCoy gave an explanation of the program and what a distinction it is for a community to be listed as a Bicycle Friendly Community by the League of American Bicyclists. McCoy brought three people in support of the project.

Favret commented that he felt it was a positive move by the City to add bicycle racks to the downtown community. McCoy explained that UW has a standard that has been in place for the look and construction of the racks on campus which restricted them from having racks similar to those downtown. He commented while the racks downtown are very nice, they do hold as many bikes as they wanted their bike racks to hold.

Dixon brought up issues with bicyclists causing problems for pedestrians. McCoy commented that Laramie is rated as one of the top 10 cities for bicycle use in cities our size. Weaver asked if UW could use the data they have obtained to determine what areas are good for biking. Discussion continued on the subject of dismount zones. McCoy responded that a good example is Grand Avenue. Biking in his opinion, should not be allowed on Grand Avenue.

Feezer agreed to prepare a Resolution on the project for City Council.

Motion by Foianini, second by Coates. Motion carried 5-0.

5. Approval of the 2016 City of Laramie West Nile Prevention Plan.

Foianini opened the discussion asking about Risk Level 3 and whether they will continue to use Permethrin? Wardlaw responded that they would continue to use Permethrin but the method of its use will change. Stonum asked if we have ever reached a Risk Level 2. Wardlaw said we have reached Risk Level 2, but we have never reached Risk Level 3.

Motion by Foianini, second by Favret. Motion carried 5-0.

6. Approval of the submission of an application to Wyoming Department of Agriculture for an Emergency Insect Management Grant.

Wardlaw told the Board that the first deadline for the grant submission had passed but there is a second deadline, March 25, 2016. He will complete the grant application and submit it for this biennium budget.

Favret asked if the grant will only fund provisional staff. Wardlaw gave a brief list of things they could not use the money for which included full time staff. Stonum asked if the amount of the grant is comparable to past grants. Wardlaw responded that it was approximately 10,000 less than those they applied for 4-5 years ago.

Motion by Foianini, second by Favret. Motion carried 5-0.

7. Annual Greenhill Cemetery Report presented by Loni Wilson, Parks Crew Leader.

Favret asked if she had any idea of the life expectancy of the cemetery. Wilson responded that there are so many variables that she could not give any sort of time frame. She did say that there is an undeveloped area owned by the Catholic Church in the Cemetery that can eventually be purchased and developed. Foianini commented that he thinks the Greenhill Cemetery Facts and Tidbits in the P&R News is fantastic. He asked where she gets the stories for the write up. Wilson said she uses the Walking Brochure that was created years ago for much of what she submits. Wilson was asked if there had been any decision made on what to do regarding the Willett entrance to the Cemetery. Wilson said that the last update she had was that consideration was being given to removing parking spaces on each side of the entrance to allow for safer access. Feezer said he would follow up to determine if there has been a decision made and what the plan might be.

#### **Staff Reports FYI:**

Wardlaw presented Parks Division Staff updates to the Board.

Guerin presented the Recreation Division staff report to the Board.

Favret had questions regarding the agreement with WyoTech and LCCC and the Recreation Center gave them a different option than they do business employee groups. Guerin gave an explanation.

Foianini asked whether a refund be given at the end of the year if they do not use the full amount.

Guerin stated that she is confident they will use the entire amount but if they do not, the remaining balance will be carried forward to the next year. Her plan is to contact them when/if the balance on their account dips below 1,000 users to ask if they want to renew.

Stevenson presented the Facilities Division staff report to the Board.

Foianini inquired whether the new sauna and steamer is getting used. Stevenson said that people are using it and he is very pleased with the UV that was recently installed.

#### **Other Business:**

Coates wanted to discuss her issues with the article "Local risk of Zika Currently Low, but Infection Risk Possible" in the Laramie Boomerang March 9<sup>th</sup>, 2016, in which Keith Wardlaw, Mosquito Supervisor, gave an interview. Coates was disappointed that Wardlaw did not take the opportunity to bring up medical issues. Coates was encouraged by other Board members to consider writing a letter reflecting her *personal, not board*, views regarding the need for more reporting on the medical side of the Zika problem.

#### **New Business:**

Feezer announced the resignation of Board member, Jamie Le Jambre. La Jambre's term ends December 2016. Feezer said he would be open to names from the Board. Favret suggested a review of the previous list of names submitted. Weaver agreed. Foianini suggested putting an ad in the Boomerang.

Stonum opened discussion regarding the planning of a retreat for Board members to review their goals. Feezer suggested he host the meeting at the Recreation Center and offered to provide the meal. Feezer suggested they use the next AB Meeting date of April 13<sup>th</sup>. Stonum said she would send out an email and they would come up with a date.

#### **Public Comments:**

Alisha Bunker spoke again on the matter of membership fees at the Recreation Center. She wanted to emphasize that we are the only facility in Laramie that offers child care. Would it be possible to open up the room and make it larger to accommodate more children? Dixon asked if the Recreation Center would consider using students in sororities during the summer months as volunteers in the area of child care.

He stated that education students struggle with meeting class requirements. If we could use them, it would save the Recreation Center money and at the same time help meet their class requirements. Guerin responded that she would need more information on the matter before committing. She suggested they consider volunteering for Freedom Has a Birthday.

Meeting adjourned at 8:44 pm.

Respectfully Submitted,

/S/ Julie McGee  
Account Clerk  
City of Laramie