



**CITY OF LARAMIE**  
**PARKS & RECREATION DEPARTMENT**  
P.O. Box C  
Laramie, WY 82073

Parks Division: (307) 721-5264  
Fax (307) 721-5256  
Recreation Division: (307) 721-5269  
Fax: (307) 721-5284  
Facilities Mgmt Division: (307) 721-3585  
TDD (307) 721-5295

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**PARKS, TREE & RECREATION ADVISORY BOARD FINAL AGENDA**

**October 10, 2018**

**6:30PM**

**Recreation Center, 920 Boulder Dr.**

**Consent Agenda:**

1. To approve the minutes from the May 23, 2018 regular meeting of the Parks, Tree and Recreation Advisory Board. ([Feezer, pages 2-3](#))

**Motion:** by \_\_\_\_\_, seconded by \_\_\_\_\_, 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.)

**Regular Agenda:**

1. Recreation/Ice & Events Cost Recovery – Discussion Item – ([Guerin, pages 4-7](#))
2. 6<sup>th</sup> Penny Special Purpose Tax – Submitted Projects, Process, Timeline – Discussion Item – ([Feezer, pages 8-17](#))
3. 5<sup>th</sup> Penny Information – Presentation – ([Feezer, pages 18-20](#))
4. Advisory Board – Where are we going? – Discussion Item ([Foianini, pages 21-24](#))

**Staff Reports FYI:**

1. Monthly Managers Report ([pages 25-26](#)) - Facilities Division Staff Report, Parks Division Staff Report, Recreation Division Staff Report, Administration Report

**Advisory Board Open Items:**

1. None at this time.

**Upcoming Items/Other Business:**

1. Other Business:
2. Public Comment:

**Next Regular Meeting Date:**  
November 14, 2018 @ 6:30pm

**CITY OF LARAMIE**  
**PARKS, TREE & RECREATION ADVISORY BOARD**  
**May 23, 2018**  
**Minutes of Meeting**

MEMBERS PRESENT: Chris Dixon, Amy Williamson, Dave Hammond, Pam Stamp, Steve Ropp, Amber Holen, Richard Miller

MEMBERS NOT PRESENT: Marius Favret, Larry Foianini

COUNCIL LIASON: Pat Gabriel

GUESTS: Cordon Cox, Gayle Woodsum

CITY STAFF PRESENT: Jodi Guerin, Recreation Manager; Scott Stevenson, Facilities Maintenance Manager; Todd Feezer, Director; Inez Wildenborg, Administrative Coordinator

The regular meeting was called to order by Chair Pro Tem Hammond at 6:32 pm.

**Consent Agenda:**

1. To approve the minutes from the March 21, 2018 regular meeting of the Parks, Tree and Recreation Advisory Board. (Feezer, pages 2-3)
2. To approve the minutes from the April 11, 2018 regular meeting of the Parks, Tree and Recreation Advisory Board. (Feezer, pages 4-5)

Motion by Williamson, seconded by Holen, that the consent agenda be approved and that each specific action on the consent agenda be approved as indicated within the staff reports. Motion carried 7-0.

**Regular Agenda:**

1. LaBonte Lake Biochar Test – Description process and expected outcomes, initial test results ongoing efforts with lake quality issues. (Feezer, pages 6-15)
2. Authorizing the development of an agreement between the Cathedral Home – Youth Crisis Center and City of Laramie, Parks & Recreation Department allowing Youth Crisis participants to conduct community service in reciprocation for Laramie Community Recreation Center privileges. (Feezer, pages 16-17)

Motion by Williamson, seconded by Stamp, that the Parks & Recreation Department develop an agreement with the Cathedral Home – Youth Crisis Center allowing Youth Crisis participants to conduct community service in reciprocation for Laramie Community Recreation Center privileges. Motion carried 7-0.

3. Update on Kiwanis Park – Community Garden project in conjunction with Feeding Laramie Valley and a potential AARP Community Challenge Grant. (Woodsum/Feezer, pages 18-19)
4. Update on City of Laramie - AARP Community Challenge Grant, e-bikes and public bike repair stations. (Feezer, pages 20-30)
5. Discussion related to the damage and repairs of the LaBonte Dock. (Hunter/Feezer, pages 31-33)

**Monthly Managers Report**

Hunter presented Parks & Mosquito Division Staff Report

Guerin presented Recreation Division Staff Report

Feezer presented Facilities Division Staff Report  
Feezer presented Admin. Division Staff Report

**Advisory Board Open Items:**

1. None at this time.

**Upcoming Items:**

1. May meeting will be last meeting until September.

**Other Business:**

1. None at this time.

**Public Comments:**

1. None at this time.

\*Next Regular Meeting Date: September 12, 2018 @ 6:30pm.

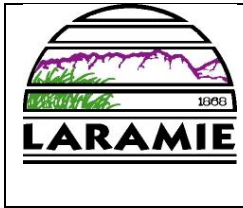
Meeting adjourned at 8:25pm.

Respectfully Submitted,

*Inez Wildenborg*

Administrative Coordinator

City of Laramie, Parks and Recreation Department



**Agenda Item:** Recreation

Discussion Item

**Title:** Laramie Community Recreation Center and Laramie Ice & Event Center Cost Recovery Analysis

**Recommended Board MOTION:**

I move to acknowledge receipt of the Recreation Center and Ice & Event Center Cost Recovery Analysis.

**Administrative or Policy Goal:**

4) The Board will review annually and provide recommendations on fees and policies for the Recreation Center and Ice and Event Center based on the operating pro-forma.

**Background:**

When the Recreation Center plans were being developed a financial pro-forma was also created to establish a cost recovery plan that could be appropriately paid for with a combination of user fees and general fund dollars. The analysis indicated that for the first few years the City could expect to recover approximately 75% of expenses and that after that time we should expect a declining recovery rate.

The City’s annual analysis has been very encouraging with recovery rates only dropping below 75% one year in 2007. This year the cost recovery at the Recreation Center is at 76%. This year the Admissions Revenues were very strong with diminished facility rentals. Additionally, anticipating reduced funding over the next few years, we took stock of aging equipment and repairs and made as many as budget would allow. Overall, the trends at the Recreation Center are holding strong.

Cost recovery at the Ice & Event Center was not originally contemplated since this cost center is entirely in the general fund. Recreation staff have established a goal for the I&E to reach a 70-75% cost recovery although our high point to date is from 2012 when we reached a 65% recovery rate, due largely to an increase in revenue over previous years. In 2018, revenue was very similar to last year, although expenses were slightly higher. This is also due to efforts to building improvements and increased staffing. The Recovery rate for 2018 ended up at 55%, and I anticipate that the expanded weeks of ice season, increasing ice rates and increased activity registrations will continue to help improve our recovery rate in the future.

**Legal/Statutory Authority:** N/A

**Budget/Fiscal Information**

**Revenue**

Source	Amount	Type
2018 Ice Revenue	\$ 217,678.00	
2018 LCRC Revenue	\$ 1,619,715.00	
<b>Total</b>	<b>\$ 1,837,393.00</b>	

**Expense**

*Proposed Project Cos.*

<b>Project</b>	<b>Amount</b>	<b>Funds</b>
2018 Ice Expense	\$ 398,517.00	
2018 LCRC Expense	\$ 1,843,389.00	
<b>Total Amount</b>	\$ 2,241,906.00	

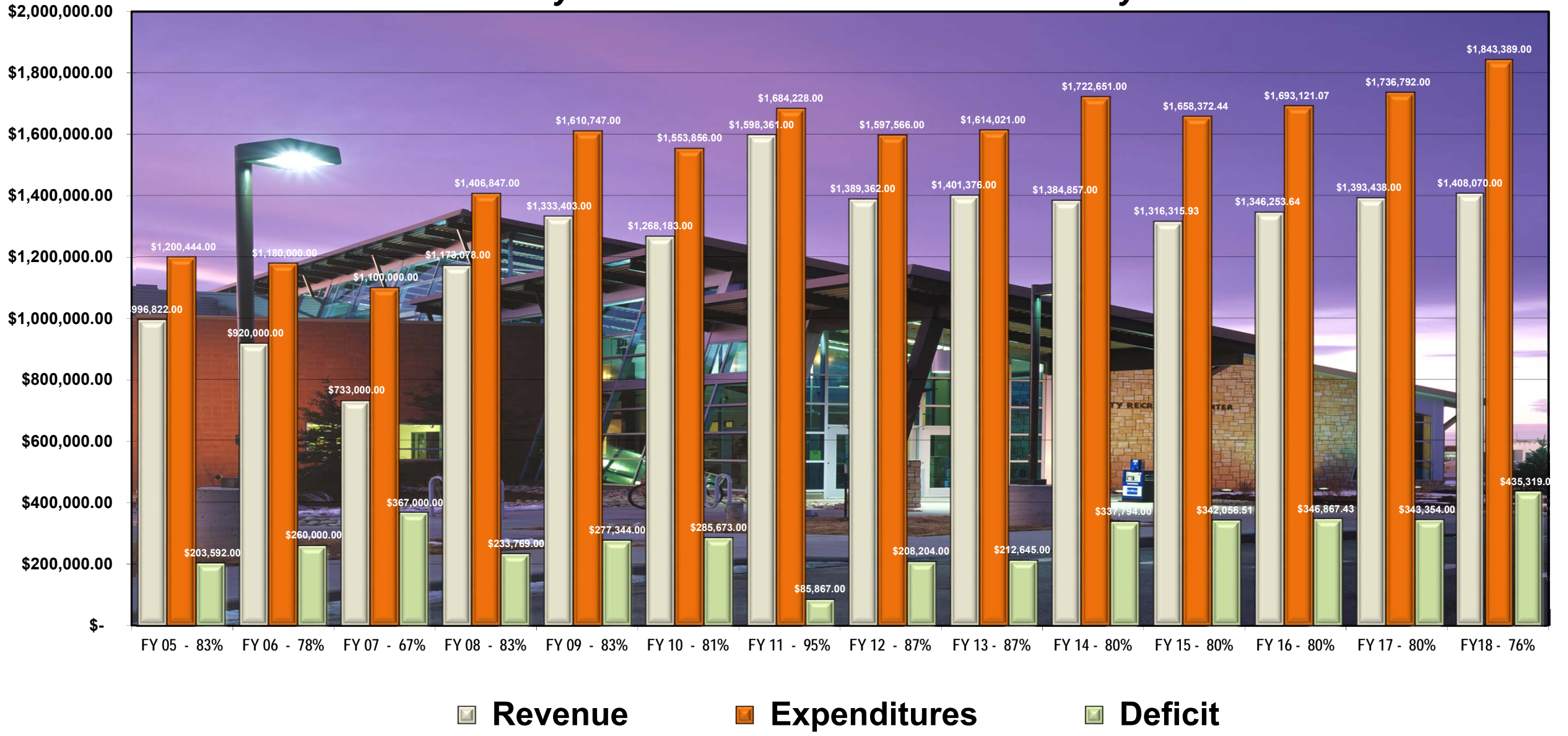
**Responsible Staff:**

Jodi Guerin, Recreation Manager, 721-5259, [jguerin@cityoflaramie.org](mailto:jguerin@cityoflaramie.org)

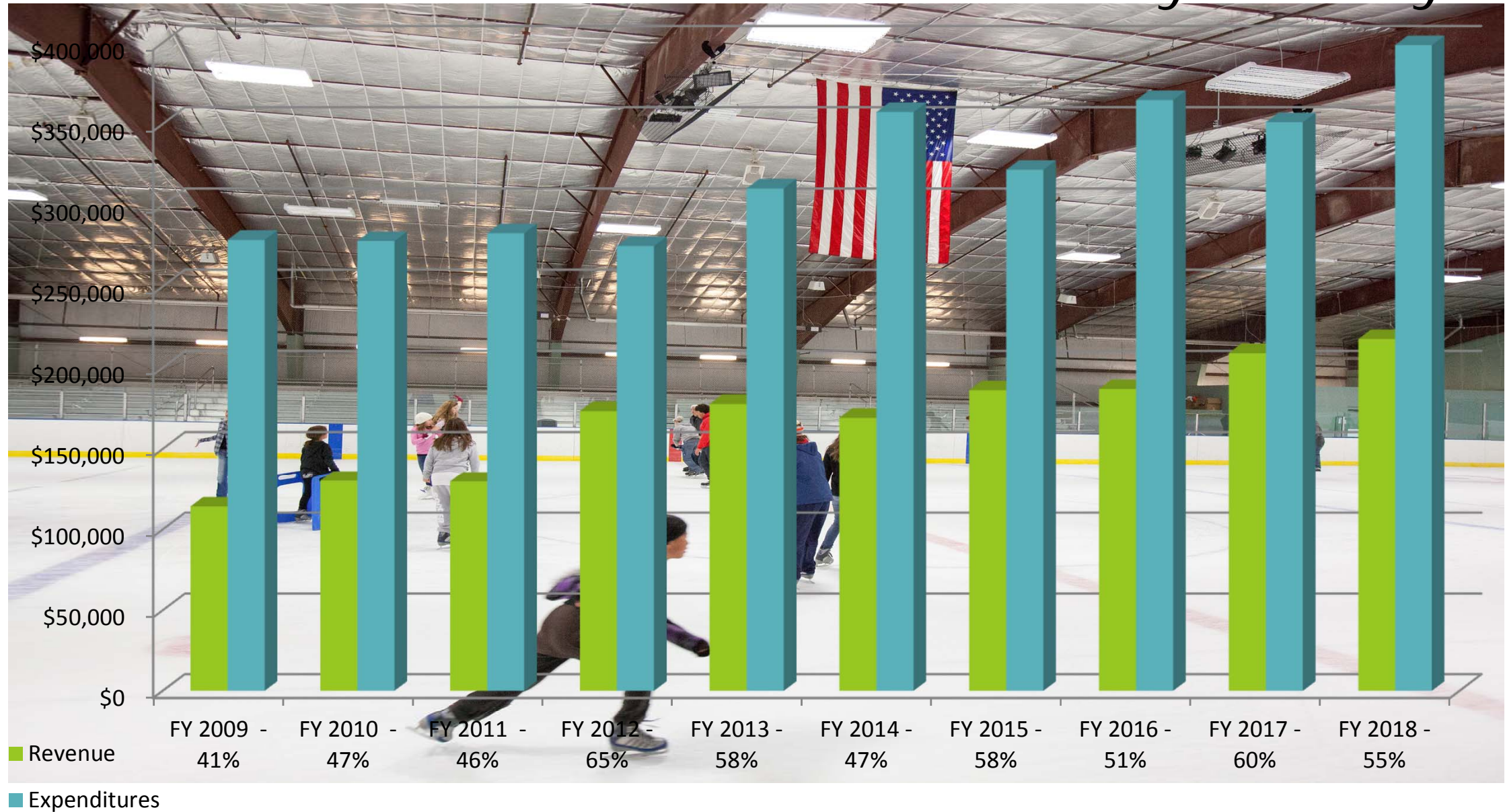
**Attachments:**

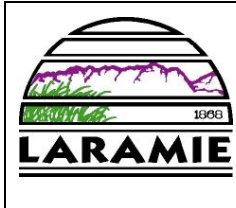
Cost Recovery Graphs

# *Laramie Community Recreation Center Financial History*



# Ice and Event Center Cost Recovery History





**Agenda Item:** Administration

Discussion Item

**Title:** 6th Penny Special Purpose Tax – Submitted Projects, Process, Timeline

**Recommended Board MOTION:**

No motion.

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**Administrative or Policy Goal:**

- The board shall advise the city council with respect to the acquisition, promotion and development of parks and recreation facilities.
- The board shall advise the city council with respect to planning and development standards for all parks recreation and open space areas.
- The board shall evaluate, advise and make recommendations to the parks and recreation director concerning existing parks and recreation policies, programs and activities.
- The board shall consider, investigate, report and recommend on any special parks recreation and open space matter coming within the scope of its work.

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**Background:**

On August 21, 2018 voters in Albany County passed the Specific Purpose Optional Sales Tax (6<sup>th</sup> Penny). In that proposition, specific to the Parks & Recreation Department are:

- \$2,500,000 for Laramie Community Recreation Center & Ice and Event Center improvements including renovation of indoor leisure pool, general amenities, locker rooms, customer service areas, replacement of furniture, fixtures and equipment, concrete rehabilitation, and expansion of facility amenities with associated landscaping and site improvements. For more information on this project please email the Pennies Build Community Team by clicking [here](#).
- \$2,135,446 for new and existing recreational shared-use paths and trails including planning, design, development, construction, project management, land or easement acquisition, rehabilitation, and amenities, including construction of Spring Creek Trail Phase 1 & 2. For more information on this project please email the Pennies Build Community Team by clicking [here](#).
- \$6,821,080 for construction of new parks and improvements of existing public parks as set forth in the City’s Parks and Recreation Master Plan, including planning, design, development, land acquisition, project management, construction, rehabilitation, amenities, and playground equipment. For more information on this project please email the Pennies Build Community Team by clicking [here](#).
- \$1,000,000 for community and gateway enhancements located near the entrances to the City on Snowy Range Road, Third Street, Grand Avenue and the highway interchanges, including landscaping, irrigation, beautification, safety, public art installations, lighting, energy efficiencies, architectural enhancements, signage, amenities, land acquisition, property redevelopment and nuisance abatement.

The projects submitted by the Parks & Recreation Department though work with the Parks, Tree & Recreation Advisory Board are attached. This funding becomes available as it is earned. This means that all the funding is not immediately accessible. The City did plan for bonding approximately \$500,000 in parks and \$250,000 in trails to get some projects off the ground ahead of the collection.

Since the passage there have been many projects proposes or asked about when they may be starting or could expected the project to be completed. Immediately two projects are planned. Scout Park Development and the Spring Creek Trail between 30<sup>th</sup> and LaPrele Park. Other projects that are looking to move forward quickly are a universally accessible playground, Depot Park playground improvements, Grand View Heights Park, Coughlin-Pole Mountain Park, a new Bridge over the Laramie River near the Timbers and beautification of the entry ways.

Projects will move forward through the biennium budgeting process with approval from City Council.

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**Legal/Statutory Authority:** N/A

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**Budget/Fiscal Information**

**Revenue**

<b>Source</b>	<b>Amount</b>	<b>Type</b>
6th Penny Ballot	\$ 12,456,526.00	
Potential Grant Applications	\$ 1,500,000.00	TAP/SRTS Trail Applications
Potential Grant Applications	\$5,000,000.00	
<b>Total</b>	\$ 18,956,526.00	

**Responsible Staff:**

Todd Feezer, Director, Parks & Recreation Department [tfeezer@cityoflaramie.org](mailto:tfeezer@cityoflaramie.org)/307.721.5260

Choose an item.

**Attachments:**

Parks.Rec 6 Penny Workbook.3.5.18 Update Master

	Item	Estimate w/o Grant	Estimate w/Grant
<b>Trail Detail Master</b>			
2	Trail Detail - Trestle Bridge/WTP	\$371,000.00	\$185,500.00
1	Trail Detail - Spring Creek Phase 1	\$261,500.00	\$93,625.00
	Trail Detail - Garfield to Wister	\$434,000.00	\$217,000.00
	Trail Detail - Spring Creek Phase 2	\$289,000.00	\$144,500.00
	Trail Detail - Laramie River GB Rehab	\$617,500.00	\$617,500.00
	Trail Detail - Harney St./Clark St.	\$485,000.00	\$242,500.00
<i>Trail Subtotal:</i>		<i>\$2,458,000.00</i>	<i>\$1,500,625.00</i>
<b>Park Rehab Detail</b>			
6	Park Rehab Detail - Scout Park	\$489,500.00	\$244,750.00
5	Park Rehab Detail - Undine Park	\$564,000.00	\$282,000.00
8	Park Rehab Detail - LaBonte Park	\$3,843,600.00	\$1,921,800.00
	Park Rehab Detail - Aragon Softball	\$1,554,000.00	\$777,000.00
10	Park Rehab Detail - LL/Cowboy	\$2,010,000.00	\$1,005,000.00
<i>Park Rehab Subtotal:</i>		<i>\$8,461,100.00</i>	<i>\$4,230,550.00</i>
<b>Park New Detail</b>			
7	Park New Detail - Grand View Heights	\$630,000.00	\$315,000.00
9	Park New Detail - Coughlin Pole Mt.	\$300,000.00	\$150,000.00
	Park New Detail - Cedar St. Park	\$780,000.00	\$390,000.00
	Park New Detail - UA Playground	\$1,080,000.00	\$540,000.00
<i>Park New Subtotal:</i>		<i>\$2,790,000.00</i>	<i>\$1,395,000.00</i>
<b>Recreation Campus Detail</b>			
3	Recreation Campus Detail - Recreation Center Improvements	\$745,000.00	\$745,000.00
4	Recreation Campus Detail - Ice Center Improvements	\$1,200,000.00	\$1,200,000.00
<i>Recreation Campus Subtotal:</i>		<i>\$1,945,000.00</i>	<i>\$1,945,000.00</i>
<b>Total Estimated Entire Plan:</b>		<b>\$15,654,100.00</b>	<b>\$9,071,175.00</b>

**Trestle Bridge/WTP Pathway**

Shared Use Path (Trestle Bridge to McCue)	1400 LF	\$75.00	\$105,000.00	
Trestle Bridge Renovation	1 LT	\$200,000.00	\$200,000.00	
Trail Amenities	1 LT	\$5,000.00	\$5,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$30,500.00	
Contingency	10% Estimated Proj. Cost		\$30,500.00	
				\$371,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$185,500.00 Potential TAP/SRTS Grant Funding
				\$185,500.00 If successful Grant Application - Estimated Match Required

**Spring Creek Phase 1 - 30th to LaPrele Park**

Shared Use Path (Garfield to LaPrele Park)	2250 LF	\$75.00	\$168,750.00	
Fence Required by MOU (Rawstone)	2250 LF	\$20.00	\$45,000.00	
Trail Amenities	1 LT	\$5,000.00	\$5,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$21,375.00	Awarded TAP Grant (\$40,000), City Match (\$10,000)
Contingency	10% Estimated Proj. Cost		\$21,375.00	
				\$261,500.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$127,875.00 Potential Additional TAP/SRTS Funding + Existing Grant
				\$93,625.00 If successful Grant Application - Estimated Additional Match Required

**Grand Avenue Underpass - Garfield to Wister**

Shared Use Path (Garfield to Wister)	2100 LF	\$75.00	\$157,500.00	
Underpass Improvements	1 LT	\$200,000.00	\$200,000.00	
Trail Amenities	1 LT	\$5,000.00	\$5,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$35,750.00	Awarded TAP Grant (\$40,000), City Match (\$10,000)
Contingency	10% Estimated Proj. Cost		\$35,750.00	
				\$434,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$217,000.00 Potential Additional TAP/SRTS Funding + Existing Grant
				\$217,000.00 If successful Grant Application - Estimated Additional Match Required

**Spring Creek Phase II - LaPrele Park to 17th Street**

Shared Use Path (LaPrele Park to 17th St.)	3100 LF	\$75.00	\$232,500.00	
Trail Amenities	1 LT	\$10,000.00	\$10,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$23,250.00	Awarded TAP Grant (\$40,000), City Match (\$10,000)
Contingency	10% Estimated Proj. Cost		\$23,250.00	
				\$289,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$144,500.00 Potential Additional TAP/SRTS Funding + Existing Grant
				\$144,500.00 If successful Grant Application - Estimated Additional Match Required

**Laramie River Greenbelt Rehabilitation**

Convert Paved Path to Concrete (1 section)	1500 LF	\$75.00	\$112,500.00	
Trail Amenities	1 LT	\$25,000.00	\$25,000.00	
Design/Engineering/Proj. Mngmt	5% Estimated Proj. Cost		\$5,625.00	Awarded TAP Grant (\$40,000), City Match (\$10,000)
Contingency	10% Estimated Proj. Cost		\$11,250.00	
			\$154,375.00	Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				No anticipated grant funding
			\$617,500.00	Total Estimated Project Cost (4 Sections)

**Harney St. Connectors/Clark St. Pedestrian Bridge**

Trail from Harney to Laramie River GB	1500 LF	\$75.00	\$112,500.00	
Pedestrian Bridge (Clark St.)	1 LT	\$350,000.00	\$350,000.00	
Design/Engineering/Proj. Mngmt	10% Estimated Proj. Cost		\$11,250.00	Awarded TAP Grant (\$40,000), City Match (\$10,000)
Contingency	10% Estimated Proj. Cost		\$11,250.00	
			\$485,000.00	Total Estimated Project Cost - Trestle Bridge/WTP Pathway
			\$242,500.00	Potential Additional TAP/SRTS Funding + Existing Grant
			\$242,500.00	Total Estimated Project Cost (4 Sections)

\$1,840,500.00 New Trail Total (No Grant)

\$617,500.00 Rehab Trail Total (No Grant)

\$883,125.00 New Trail Total (w/Grant Estimate)

\$617,500.00 Rehab Trail Total (w/Grant Estimate)

**Scout Park Rehabilitaiton**

Site Work	1 LT	\$225,000.00	\$225,000.00	Earthwork, Demo, Utilities, Cocrete, Site Work
Site Amentities	1 LT	\$200,000.00	\$200,000.00	Playgrounds, Restrooms, Exercise Equipment Renovation
Landscape/Irrigation	1 LT	\$20,000.00	\$20,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$0.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$44,500.00	
				\$489,500.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$244,750.00 Potential LWCF Grant
				\$244,750.00 If successful Grant Application - Estimated Match Required

**Undine Park Rehabilitation**

Site Work	1 LT	\$225,000.00	\$225,000.00	Earthwork, Demo, Utilities, Cocrete, Site Work
Site Amentities	1 LT	\$300,000.00	\$200,000.00	Playgrounds, Restrooms, Shelter
Landscape/Irrigation	1 LT	\$45,000.00	\$45,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$47,000.00	
Contingency	10% Estimated Proj. Cost		\$47,000.00	
				\$564,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$282,000.00 Potential LWCF Grant
				\$282,000.00 If successful Grant Application - Estimated Match Required

**LaBonte Park Rehabilitation**

Site Work	1 LT	\$308,000.00	\$308,000.00	Earthwork, Demo, Utilities, Cocrete, Site Work
Site Amentities	1 LT	\$350,000.00	\$350,000.00	Playgrounds, Restrooms, Shelter
Landscape/Irrigation	1 LT	\$45,000.00	\$45,000.00	
Field Reno + Lighting	1 LT	\$800,000.00	\$800,000.00	
Lake Rehabilitation	1 LT	\$1,700,000.00	\$1,700,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$320,300.00	
Contingency	10% Estimated Proj. Cost		\$320,300.00	
				\$3,843,600.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$1,921,800.00 Potential LWCF Grant
				\$1,921,800.00 If successful Grant Application - Estimated Match Required

**Aragon Softball Complex Renovation/Expansion**

Field Expansion	1 LT	\$750,000.00	\$750,000.00	2 Fields Developed to North of Existing Fields
Lighting Retrofit	1 LT	\$500,000.00	\$500,000.00	New Lighting + Retrofit Existing Lighting
Landscape/Irrigation	1 LT	\$45,000.00	\$45,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$129,500.00	
Contingency	10% Estimated Proj. Cost		\$129,500.00	
				\$1,554,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$777,000.00 Potential LWCF Grant
				\$777,000.00 If successful Grant Application - Estimated Match Required

**Little League/Cowboy Field Improvements**

LL ADA/Grand Stand	1 LT	\$500,000.00	\$500,000.00	Dugout Renovation/Grand Stand Repairs
Lighting Retrofit LL/Cowboy	1 LT	\$800,000.00	\$800,000.00	New Lighting + Retrofit Existing Lighting
Cowboy Grand Stand/Infield	1 LT	\$375,000.00	\$375,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$167,500.00	
Contingency	10% Estimated Proj. Cost		\$167,500.00	
				\$2,010,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$1,005,000.00 Potential LWCF Grant
				\$1,005,000.00 If successful Grant Application - Estimated Match Required

\$8,461,100.00 Park Rehab Total (No Grant)

\$4,230,550.00 Park Rehab Total (w/Grant Estimate)

Grand View Hieghts Park

Site Work	1 LT	\$150,000.00	\$150,000.00	Earthwork, Demo, Utilities, Cocrete, Site Work
Site Amentities	1 LT	\$225,000.00	\$225,000.00	Playgrounds, Restrooms, Shelter
Landscape/Irrigation	1 LT	\$150,000.00	\$150,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$52,500.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$52,500.00	
				\$630,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$315,000.00 Potential LWCF Grant
				\$315,000.00 If successful Grant Application - Estimated Match Required

Coughlin Pole Mt. Park

Site Work	1 LT	\$75,000.00	\$75,000.00	Earthwork, Demo, Utilities, Cocrete, Site Work
Site Amentities	1 LT	\$100,000.00	\$100,000.00	Playgrounds, Shelter
Landscape/Irrigation	1 LT	\$75,000.00	\$75,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$25,000.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$25,000.00	
				\$300,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$150,000.00 Potential LWCF Grant
				\$150,000.00 If successful Grant Application - Estimated Match Required

Cedar St. Park

Land Acquisition	1 LT	300000	\$300,000.00	
Site Work	1 LT	\$125,000.00	\$125,000.00	Earthwork, Demo, Utilities, Cocrete, Site Work
Site Amentities	1 LT	\$150,000.00	\$150,000.00	Playgrounds, Shelter
Landscape/Irrigation	1 LT	\$125,000.00	\$125,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$40,000.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$40,000.00	
				\$780,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				\$390,000.00 Potential LWCF Grant
				\$390,000.00 If successful Grant Application - Estimated Match Required

Universally Accessible Playground

Playground Construction	1 LT	800000	\$800,000.00	
Landscape/Irrigation	1 LT	\$100,000.00	\$100,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$90,000.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$90,000.00	
			\$1,080,000.00	Total Estimated Project Cost - Trestle Bridge/WTP Pathway
			\$540,000.00	Potential LWCF Grant
			\$540,000.00	If successful Grant Application - Estimated Match Required

\$2,790,000.00 Park New Total (No Grant)

\$1,395,000.00 Park New Total (w/Grant Estimate)

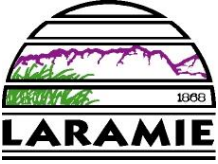
**Recreation Center Improvements**

Indoor Leisure Pool - Amenties	1 LT	\$150,000.00	\$150,000.00	New Play Feature/Additional Slide
Pool Deck Rehab	1 LT	\$75,000.00	\$75,000.00	Replace Failing Concrete Deck (Sectional)
Locker Room Renovation	1 LT	\$200,000.00	\$200,000.00	New Flooring, Benches, Partitions
Front Desk Renovation	1 LT	\$150,000.00	\$150,000.00	
Grand Hall Improvements	1 LT	\$50,000.00	\$50,000.00	
Landscape Improvements	1 LT	\$75,000.00	\$75,000.00	
Design/Engineering	10% Estimated Proj. Cost		\$22,500.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$22,500.00	
				\$745,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				No anticipated grant funding
				\$745,000.00 If successful Grant Application - Estimated Match Required

**Ice Center Improvements**

Unknowns	1 LT	\$1,000,000.00	\$1,000,000.00	Working with user groups to develop an add 1/2 sheet of ice, wet locker rooms?
Design/Engineering	10% Estimated Proj. Cost		\$100,000.00	Design/Engineering/CD Completed Previously
Contingency	10% Estimated Proj. Cost		\$100,000.00	
				\$1,200,000.00 Total Estimated Project Cost - Trestle Bridge/WTP Pathway
				No anticipated grant funding
				\$1,200,000.00 If successful Grant Application - Estimated Match Required

\$1,945,000.00 Recreation Center Campus Improvements (No Grant)

	<p><b>Agenda Item:</b> Administration</p>	<p>Presentation</p>
<p><b>Title:</b> 5th Penny Information – Presentation</p>		

**Recommended Board MOTION:**

No motion.

**Administrative or Policy Goal:**

N/A

**Background:**

See Brochure Attached

**Legal/Statutory Authority:** N/A

**Budget/Fiscal Information**

**Revenue**

Source	Amount	Type
5th Penny Proposition	\$ 4,000,000.00	Approximately \$4M Annually to the City's Operations
<b>Total</b>	\$ 4,000,000.00	

**Responsible Staff:**

Todd Feezer, Director, Parks & Recreation Department [tfeezer@cityoflaramie.org](mailto:tfeezer@cityoflaramie.org)/307.721.5260

Choose an item.

**Attachments:**

5<sup>th</sup> Penny Brochure

CITY OF LARAMIE  
CITY MANAGER'S OFFICE: 307.721.5226  
PENNIESBUILDCOMMUNITY@CITYOFLARAMIE.ORG

ALBANY COUNTY  
INFO@CO.ALBANY.WY.US

ROCK RIVER  
TOWN CLERK: 307.460.8752  
CLERK@ROCKRIVERWY.ONMICROSOFT.COM

# 5<sup>th</sup> penny General Purpose LOCAL OPTION TAX Renewal

ELECTION ON  
November 6, 2018

**DID YOU  
KNOW?**

**17%**  
of local sales  
tax is paid by  
tourists.

## 1% GENERAL PURPOSE TAX THE 5<sup>TH</sup> PENNY

The 5th Penny has been renewed by the voters every four years since 1986. Renewing the 5th Penny will not increase taxes in Albany County.

Vote to renew will occur at the general election on November 6, 2018.

## EARLY or ABSENTEE VOTING

A qualified voter may apply for an absentee ballot at any time either in person or in writing to:  
Albany County Clerk, Courthouse,  
Suite 202, Laramie, Wyoming 82070;  
or by telephone 307.721.2546.

Early voting at the County Clerk's Election Building (east side of Courthouse) will begin on Friday, September 21, 2018.



**Pennies  
BUILD  
COMMUNITY**

[www.cityoflaramie.org/penniesbuildcommunity](http://www.cityoflaramie.org/penniesbuildcommunity)



*Building a Community that is . . .*



# SAFE

A safe community is important to everyone. Providing safety and welfare services to Laramie residents accounts for two-thirds (2/3) of all municipal operations and spending.

- fire-fighting, law enforcement and ambulance services
- training and equipment for first responders
- animal control and sheltering
- repair of streets, alleys, bridges, traffic signals, signs and striping
- provision of emergency response vehicles, fire trucks and ambulances
- repair of storm drains and detention ponds



# STRONG

Collaboration makes for a strong community. Through the City's Community Partner Program, more than \$2 Million of 5th Penny monies have been "paid forward" to partner agencies, generating an incalculable return on investments. Over 30 community partner agencies create jobs and economic opportunities, help disadvantaged residents and contribute to Laramie's quality of life.

- Interfaith-Good Samaritan
- The Soup Kitchen
- Laramie Main Street Alliance
- Chamber Business Alliance
- Eppson Center for Seniors
- Downtown Clinic
- Laramie Bike Net
- Cathedral Home
- Hospice of Laramie



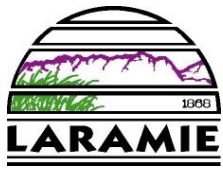
# VIBRANT

Vibrant communities grow and thrive. The 5th Penny funds are used to match and secure outside grant funding — stretching local resources as far as possible. Laramie's parks and recreation facilities, trails and open spaces are built and maintained by the 5th Penny.

- 6+ Miles of the Laramie River Greenbelt
- 30+ Miles of Trails and Shared-use Paths
- Greenhill Cemetery
- 175+ Acres of Parks
- Public Art

GET the FACTS: [WWW.CITYOFLARAMIE.ORG/PENNIESBUILDCOMMUNITY](http://WWW.CITYOFLARAMIE.ORG/PENNIESBUILDCOMMUNITY)





**Agenda Item:** Administration

Discussion Item

**Title:** Advisory Board – Where are we going?

**Recommended Board MOTION:**

No motion.

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**Administrative or Policy Goal:**

N/A

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**Background:**

See Attached – Municipal Code & 2016 Goals

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**Legal/Statutory Authority:** N/A

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**Budget/Fiscal Information**

**Responsible Staff:**

Larry Foianini, Chair, Parks, Tree & Recreation Board [larryfoi@bresnan.net](mailto:larryfoi@bresnan.net)/307.742.8880

Choose an item.

**Attachments:**

Roster Parks Tree Rec Advisory Board March 2018

Municipal Code Chapter 2.28 PTR

2016 PTR Advisory Board Goals

# Parks, Tree and Recreation Advisory Board Roster

## January 2018

**Chris Dixon**

1931 N. Garfield St.  
Laramie, WY 82070  
520-820-4517  
[grnknight13@gmail.com](mailto:grnknight13@gmail.com)  
Term Expires: 2020

**Marius Favret**

1759 Inca Drive  
Laramie, WY 82072  
307-343-3959  
[suemar729@gmail.com](mailto:suemar729@gmail.com)  
Term Expires: 2020

**Dave Hammond**

510 E. Kearney  
Laramie, WY 82070  
742-2772  
[dhamms@wyoming.com](mailto:dhamms@wyoming.com)  
Term Expires: 2020

**Stephen Ropp**

530 Beaufort, Unit 123  
Laramie, WY 82072  
745-4066  
[sropp@uwyo.edu](mailto:sropp@uwyo.edu)  
Term Expires: 2018

**Pam Stamp**

1476 Wyman Court  
Laramie, WY 82072  
307-760-3954  
[tpstamp@hotmail.com](mailto:tpstamp@hotmail.com)  
Term Expires: 2018

**Amy Williamson**

1306 Iverson  
Laramie, WY 82070  
745-4586  
[akwwy@hotmail.com](mailto:akwwy@hotmail.com)  
Term Expires: 2018

**Larry Foianini**

2336 Skyview Ln.  
Laramie, WY 82070  
742-8880  
[larryfoi@bresnan.net](mailto:larryfoi@bresnan.net)  
Term Expires: 2019

**Richard Miller**

1802 Beaufort  
Laramie, WY 82072  
307-460-1755  
[acriod@gmail.com](mailto:acriod@gmail.com)  
Term Expires: 2019

**Amber Holen**

2674 Riverside Drive  
Laramie, WY 82070  
307-460-1314  
[amber@wyomingtent.com](mailto:amber@wyomingtent.com)  
Term Expires: 2019

**City Council Liaison**

Pat Gabriel

\*All terms expire in December of the year noted.

### 2018 Meeting Schedule

**Meetings begin at 6:30pm**

January 10<sup>th</sup> & 11<sup>th</sup>

February 14<sup>th</sup>

March 14<sup>th</sup>

April 11<sup>th</sup>

May 9<sup>th</sup>

June 13<sup>th</sup>

July 11<sup>th</sup>

August 8<sup>th</sup>

September 12<sup>th</sup>

October 10<sup>th</sup>

November 14<sup>th</sup>

December 12<sup>th</sup>

## 2.28.070 - Duties—Generally.

The parks/tree and recreation advisory board shall have the following duties:


- A. The board shall study, investigate, develop and update a comprehensive written plan for current and future parks recreation and open space development. The comprehensive plan shall be presented to the city council and upon the city council's acceptance shall constitute the parks and recreation development master plan.
- B. The board shall advise the city council with respect to the acquisition, promotion and development of parks and recreation facilities.
- C. The board shall advise the city council with respect to planning and development standards for all parks recreation and open space areas.
- D. The board shall draft rules and regulations relating to the orderly use of parks recreation and open space and related facilities by the public. The rules and regulations are effective when adopted by the city council by minute action.
- E. The board shall promote public education on tree planting and proper management of trees within the community.
- F. The board shall study, investigate, counsel and develop written standards, rules, and regulations for the care, preservation, pruning, planting, replanting, removal or disposition of trees in parks, along street right-of-way, and in other public areas. Such standards will be presented to the city council and upon their acceptance and approval, shall constitute the official tree plan for the city of Laramie.
- G. When requested by the city council, the board shall consider, investigate, make findings, report and recommend upon any special parks trees, street trees, and other public open space matter or question regarding trees coming within the scope of its work.
- H. The board shall develop and maintain a list of desirable trees for planting as street trees with suggested spacing and planting distances from curbs, sidewalks, and foundations. Lists of trees not suitable for planting as street trees shall also be created and maintained by the board.
- I. The board shall review and make recommendations to the city council for fees and charges for parks and recreation programs and facility uses.
- J. The board shall evaluate, advise and make recommendations to the parks and recreation director concerning existing parks and recreation policies, programs and activities.
- K. The board shall consider, investigate, report and recommend on any special parks recreation and open space matter coming within the scope of its work.

# 2016 Parks, Tree & Recreation Advisory Board

## Annual Goals

1. Revisit the Parks and Recreation Master Plan in the course of board activities and use it as a roadmap when making decisions.
2. Look for ways to connect the various greenbelt trails and encourage development of the trail system in Laramie.
3. Prioritize the maintenance and upkeep of the Laramie Community Recreation Center in order recognize its value to the community and the investment the citizens have already made.
4. Encourage the further development of dog parks and off leash areas.
5. Be cognizant of staff resources in project design and idea development so that the workload remains reasonable and the existing amenities can be properly cared for.
6. Increase communication between the advisory board and City Council and send a representative to council meetings where relevant topics are being considered or discussed to ensure a voice in the decision making process.
7. Further educate board members about the department through staff presentations, amenity tours, sub-committees, and early participation in projects so that we can be ambassadors in the community. Promote opportunities to educate the public about parks, recreation, and trees.
8. Maintain the department mission around accessibility and affordability.
9. Encourage the beautification of community entryways.
10. Develop a sub-committee of the advisory board to work in conjunction with the Monolith Ranch Advisory entity for the creation of a formal community recreation plan that includes robust citizen input.

Adopted and passed this 7<sup>th</sup> Day of June, 2016.

  
\_\_\_\_\_  
Jacquie Stonum, Chair  
Parks, Tree & Recreation Advisory Board

Attest:

  
\_\_\_\_\_  
Todd Feezer, Director  
City of Laramie Parks & Recreation Department

**To:** City Manager; City Council Members  
**Fr:** Todd Feezer, Director, Parks & Recreation  
**Date:** October 1, 2018  
**Re:** September/October 2018 Monthly Manager's Report

**Parks & Recreation Administration** – The Washington Park ADA accessibility improvement project has been awarded to Simon Contractors, Laramie, Wyoming. This project includes the development of accessible horse shoe pits, barbecue grills and path replacement to obtain ADA standards. This project will be completed in the Spring of 2019. The Recreation Center Grass Play area project is nearing completion. Staff will continue to finish this project as time allows. Funding was provided by the ACRB. Staff took advantage of the fair weather this fall and contracted for cleaning, crack sealing, seal coating and striping of the Recreation Center, Ice & Event Center and 1<sup>st</sup> Street Parking lots. Preparations for FY20 ACRB grants are underway. Applications will be due in mid-December for this grant process.

**Parks & Cemetery – Parks/Cemetery/Forestry/Mosquito/IPM Report** – All drinking fountains have been winterized with staff beginning the winterization process for parks irrigations systems and restrooms. The irrigation weather station has failed, irrigation staff is requesting quotes for replacement of this vital piece of equipment. Parks staff installed the high capacity bike racks in the Downtown. These racks take one full parking space and were approved through engineering and the Traffic Commission. Staff is reviewing permits for the installation of the remaining decorative bike racks with members of the Bike Rack Committee to finish this project. Quotes for the new infield groomer were opened on Tuesday September 25<sup>th</sup>. The bid package was not properly submitted, and Fleet is recommending going out for quotes on this ACRB funded equipment. Fall sports are under way, staff continues to prep fields as needed. Staff is inspecting the downtown garbage receptacles at the request of Sanitation. Some liners need replaced and numerous cage lids are deteriorating. Staff will replace receptacles with parts currently housed at the cemetery storage yard and then replace others as budget allows. Turf fertilization began in the Cemetery on October 1<sup>st</sup>. Irrigation winterization will begin after the application of Fertilizer. Cemetery Staff conducted thirteen funerals in September. Full-Time Staff is mowing and trimming the cemetery grounds due to a lack of provisional staff. Crews and volunteers planted 31 new trees in multiple locations for Community Service Day on September 8<sup>th</sup>. Forestry staff is continuing to water new trees with the water truck. LDS Seminary students helped pick up trash and mulch trees along the 287 corridor near the fairgrounds in September. AmeriCorp volunteers assisted with pruning 82 spruce trees along the E. Grand Living Snow Fence. The branches have been chipped and used to mulch around the trees. Forestry staff reviewed nine permits for ROW trees, thirteen trees were planted using the Shawver Tree Fund on eight different properties, inspected eleven citizen trees on three different properties and reviewed five different Site Plan Reviews for Landscape Compliance. Adult mosquito surveillance and fogging has concluded for the season. Staff tested 102 mosquito pools and two American crows for West Nile. No positive tests have been found. Staff has been working on the Laramie Valley mosquito identification key and power point. Staff is preparing for the WMMA 2019 meeting in Lander. Foggers have been removed from the trucks and ATVs have been converted in preparation for winter use. Staff is preparing the bid packet for a replacement ATV and soliciting quotes for a new pressure washer. Mosquito and IPM staff have assisted the Parks and Cemetery as needed. Bare ground herbicides have been applied along the Cirrus Sky Trail and around park tree rings. Staff have treated heavy thistle areas and the LaBonte Lake.

**Facilities Management Division** – This month the facilities staff has finished the process of winterizing the Recreation Center Outdoor Leisure Pool the Washington Park Wading Pool and the Splash Pad at Undine Park. A Facilities staff member has accepted the Assistant City Clerk position and will be starting in his new position on October 1st. The City Manager has recently approved refilling the Facilities Maintenance Worker position and applications for this position are currently being accepted. Bids for the Animal Control Furnace Replacement Project were opened on June 5th. Haynes Mechanical Systems of Greenwood Village, Colorado has been awarded the contract. Notice to Proceed for this project will be issued this month and completion is expected in November. The water heater at the Ice and Event Center failed this month and was replaced under warranty a second water heater that will increase the hot water availability, improve our ice making capacity as well as provide for increased reliability of the system will be installed in October. The Facilities Work Order System received sixteen (16) work orders in September, with seven (7) still open and in progress. A total of thirteen (13) work orders were completed and closed out this month.

**Recreation Division** – The Ice & Event Center opened the season on September 1<sup>st</sup> with good participation in free skate sessions and over 80 skate assessments for lessons. The first lesson session has over 100 participants which is up over last year. Six teams signed up for Curling League this year, which is fewer than last year, and will result in a shortened season, we are planning to open up another session of Curling this fall which will include a tournament. Get your team together now! Turkey Curling will be held on November 10<sup>th</sup> with prizes awarded for costuming! Don't miss out on this great event sponsored by Toyota of Laramie! Youth Volleyball has over 40 children enrolled this fall, more than we have had the past few seasons, and our adult league topped out at the maximum 24 teams. We will have another adult volleyball session in the spring for those who missed out. In youth athletics we are re-designing our program standards to provide a similar format for all sports throughout the year. This will include the number of contact hours, pricing and staffing. Additionally, we are preparing an annual schedule that will allow children to move from one sport to another throughout the year instead of overlapping activities. We are reviewing our successful Summer Camp program for this past summer and making plans to expand and improve it for next year. Currently, we plan to expand the number of spots to 75 children and split into a younger and older group so that activities can be tailored to the age groups. Look for changes in the upcoming program guides. Swim Lessons are underway for our American Red Cross Learn to Swim program and will conclude just before Thanksgiving. The Swim America program is also offering their lessons in the lap pool on weekday evenings and we are providing swim lessons to the Open School during their weekday programming. Pumpkin Dunkin' is coming up on Saturday October 20<sup>th</sup> from 5-6:30pm. Bring out your little ones and swim with the pumpkins! Gym Jam will start up again in October, so make sure to sign up with your toddler! This fun program is a great opportunity for parents to socialize their little ones as they develop their motor skills.