

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

**December 14, 2022, at 6:30 p.m. Minutes of Meeting**

**MEMBERS PRESENT:** Wendy King, Dave Hammond, Sarah Brown Mathews, Amy Williamson, Richard Miller., Chris Dixon, Brett Kahler and, Steve Gale

**MEMBERS ABSENT:** Larry Foianini

**COUNCIL LIASON:** Pat Gabriel

**GUESTS:** K'O LM

**CITY STAFF PRESENT:** Todd Feezer, Assistant City Manager; Scott Hunter Parks Manager; Kevin McIntyre, Facilities Manager; Jodi Guerin, Recreation Manager.

**1. Call to Order:** The regular meeting was called to order by Chair Foianini at 6:30 pm.

**2. Approval of Agenda:**

MOTION BY Amy Williamson, seconded by Chris Dixon, that the Agenda be set as submitted.  
Motion passed, unanimous, voice vote.

**3. Citizen Comments:**

Non-agenda related topics. No action can be taken. Please limit time to 5 minutes. None

**4. Advisory Board or Staff Comments:**

Non-agenda related topics. No action can be taken. Please limit time to 5 minutes.

**4.A. ACRB Reminders - Submittal Dates/Schedules**

The City of Laramie, Wyoming will accept written proposals for fiscal year 2024 **Albany County Recreation Board Funding**.

Per the by- laws of the Albany County Recreation Board, the Board will receive proposals from the City of Laramie for recreation projects, which may include facilities, construction, programs, maintenance and operation, and equipment. The City of Laramie is accepting proposals from community recreation providers, organizations, and clubs for fiscal year 2024 **community recreation projects**. Proposals must be submitted to the Parks and Recreation Department, 920 Boulder Drive, Laramie, Wyoming 82070 no later than 4:00 p.m. local time on the 15 day of December 2022. Applications and instructions to respondents along with all background information concerning the Albany County Recreation Board grants are available at <https://www.cityoflaramie.org/PandRprojects> or by contacting Todd Feezer, Assistant City Manager at 307- 721- 5304, [tfeezer@cityoflaramie.org](mailto:tfeezer@cityoflaramie.org). The City reserves the right to waive any informality in any submittal and/or reject all proposals, and to accept proposals that are in the best interest of the City.

Publication dates: October 20, November 3, December 1, 2022 (Has also been advertised on the City Website and Facebook Page)

Presentations will be held on January 11, 2023 at 6:30pm

Prioritization of projects will be held on January 12, 2023 at 6:30pm

Documents:

ACRB City of Laramie Request FY24.fillable.pdf

**5. Disclosures: None**

**6. Consent Agenda:**

Motion: by Amy Williamson, seconded by Sarah Brown Mathews, 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.)

**6.A. ADOPT A TRAIL: Consideration of the renewal of an Adopt A Trail agreement with HabiTect Inc.**

that the Parks, Tree & Recreation Advisory Board approve the Adopt A Trail agreement with HabiTect Inc.

Documents:

Adopt a Trail HabiTect 22.pdf

**7. Regular Agenda:**

**7.A. Consideration of approval of the request from the Laramie Middle School to utilize a portion of Scout Park for the development of a nine hole disc golf course.**

**Sarah Brown Mathews moved, Amy Williamson seconded, motion passed unanimously.**

**[Hunter, Parks/Feezer, ACM]**

Documents:

LMS Disc Golf Course Request PTR Cover Sheet.pdf

LMS Scout Park Disc Golf Request.pdf

**7.B. Consideration of a request for funding for the City Hall art project.**

**Amy Williamson moved, Steve Gale seconded, motion passed unanimously.**

**[Guerin, Recreation]**

Documents:

LPAC City Hall Art Project Cover Sheet.pdf

LPAC City Hall Design Competition Proposal.pdf

**7.C. Presentation on the expansion, development and maintenance of the hub-and-spoke trail system in Laramie.**

**[Feezer, ACM]**

Documents:

Trails Update Cover Sheet.pdf

**8. Advisory Board Open Items:**

**9. Staff Reports/Financial Information**

Facilities Staff Report

Parks Staff Report

Recreation Staff Report

Documents:

Fac Monthly Report 11-30-22.pdf

Parks Manager Report 11.30.2022.pdf

3 yr average Greenbelt .pdf

Rec monthly Report November 2022.pdf

**10. Next Meeting Date**

The next Parks, Tree & Recreation Advisory Board Meeting is to be held on January 11, 2023 for the ACRB Presentation Meeting (Zoom Only) and on January 12, 2023, at 6:30pm for the ACRB Prioritization Meeting (In Person). at 6:30pm.

**11. Adjournment at 7:53**