



**CITY OF LARAMIE**  
**PARKS & RECREATION DEPARTMENT**  
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**CITY OF LARAMIE**  
**PARKS, TRAILS & RECREATION MASTER PLAN AD HOC ADVISORY COMMITTEE**  
**AGENDA**

**MEETING DATE: June 27, 2012**

**TIME: 11:30 AM**

**LOCATION: Recreation Center large conference room – 920 Boulder Drive**

**Consent Agenda**

1. Approval of the minutes from the June 13, 2012 meeting.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the consent agenda be approved and that each specific action on the consent agenda be approved as indicated. (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 Committee Member or citizen so requests, in which case the item will be removed from the consent agenda and will be considered on the regular agenda.)

**Regular Agenda:**

1. Presentation and discussion of the North Laramie Drainage Master Plan draft conceptual recommendations. (Larry Ketcham, City Engineer)
2. Shared Use Paths, Class 1 Trails recommended development standards.
3. Future meeting schedule:
  - July 11<sup>th</sup> - Census data in relation to park service areas
  - July 24<sup>th</sup> - *City Council Work Session – update on Ad Hoc Committee’s progress*
  - July 25<sup>th</sup> - Bike lanes, Class 2 and 3 trails (on-road facilities) recommended development standards.
4. Other business

**New business:**

Public Comments

Next Meeting Date: Wednesday July 11, 2012 @ 11:30am

CITY OF LARAMIE  
PARKS, TRAILS & RECREATION MASTER PLAN AD HOC ADVISORY COMMITTEE  
June 13, 2012  
Minutes of Meeting

**MEMBERS PRESENT:** Amy Williamson, Dave Hammond, Joe Lord, Bill Gribb, Peggy McCrackin, Vicki Henry

**MEMBERS NOT PRESENT:** Mike Moeller, Evan O'Toole, Amber Travsky, Scott Mullner, Dan McCoy

**GUESTS:** Becky Riley; Michael Dorssom, Associate Research Scientist with WYSAC

**CITY OF LARAMIE STAFF PRESENT:** Paul Harrison, Parks & Recreation Director; Mike Zook, Parks Manager; Michael Peters, Recreation Manager; Mel Owen, Administrative Assistant; Derek Teini, Senior Planner

The regular meeting was called to order by chair Dave Hammond at 11:35 a.m. Guest Becky Riley was introduced and welcomed to the meeting.

**Consent Agenda:**

- 1) **Approval of the minutes from the May 23, 2012 meeting.**
- 2) **To acknowledge receipt of a letter from Greg Brown concerning land-swap negotiations between the City and the Laramie Church of Christ.**  
Motion by Williamson, second by McCrackin, that the consent agenda be approved. Motion carried 6-0.

**Regular Agenda:**

- 1) **Review and discussion of draft survey questions for the Master Plan citizen survey. Question and answer session on the survey process, facilitated by staff from the Wyoming Survey and Analysis Center (WYSAC).**

Harrison presented the rough draft of the survey questions to the Committee and noted that it would continue to undergo revisions as the process moved forward and WYSAC staff began to work on the document. Michael Dorssom, an Associate Research Scientist with WYSAC, was introduced to the Committee. Dorssom stated that most of the survey questions would be "closed" in structure which would offer respondents a range of answers to choose from. This change is necessary in order to effectively perform statistical analysis of the results. The Committee discussed the draft as presented and suggested several edits and additions. A revised draft that includes the Committee's changes is appended to this document. The Committee also noted a desire to use a larger, more user-friendly, map within the survey; and inquired about utilizing a 8 ½ by 11 inch map insert within the survey. Harrison stated that due to the early deadlines built into the project, City staff would work on revising the survey with WYSAC and the finished product would be sent out to the Committee for their edification.

- 2) **Review and discussion on draft comment letter concerning the proposed Rogers Canyon Resource Protection and Public Access Plan.**

Harrison presented the draft letter in response to the Rogers Canyon Scoping Notice from the Bureau of Land Management (BLM). He noted that two Committee members responded individually to the notice and a general letter was drafted that integrated the individual responses. The Committee requested that the modifier "wildlife friendly" be inserted before the word fencing within the first sentence of the third paragraph of the letter.

Motion by Williamson, second by McCrackin, to approve the draft comment letter with the above noted change and submit said letter to the BLM. Motion carried 6-0.

- 3) **Discussion on establishing bike/trail design standards for use within the Master Plan.**

Harrison informed the Committee that staff had recently received the American Association of State Highway and Transportation Officials' (AASHTO) 2012 Guide to the Development of Bicycle Facilities and would be reviewing it soon. Staff noted that their recommendation for trail standards will likely be: 10 feet wide, concrete, 6 inches thick with 6 inches of compacted base and shoulders, saw cut with no control joints. Staff believes that the above standard is

the best option for multi-use trails and will prove more durable than asphalt trails. A formal recommendation will be brought before the Committee at the next meeting after any applicable AASHTO standards are incorporated into the specifications.

**4) Future meeting schedule.**

Staff notified the Committee that the City Council Work Session had been moved to the evening of July 24<sup>th</sup> at 6 pm.

**5) Other Business.**

Chair Dave Hammond spoke to the Committee about bike lane painting in Laramie. Hammond noted that lane painting has been occurring throughout the City recently and yet bike lanes appear to be excluded from this summer's repainting efforts. Hammond encouraged the Committee to consider the topic and asked that a discussion be held at the next meeting in reference to bike lanes.

**New Business**

None

**Public Comments:**

Becky Riley introduced herself and noted that she was a resident of the Indian Hills neighborhood and a signatory of the letter from Greg Brown which was included in the Committee's meeting packet. Riley encouraged the Committee to express their support for the land swap negotiations currently occurring between the City and the Church of Christ. Riley also requested the Committee's attention to the Indian Hills area when developing a master plan for parks.

Meeting adjourned at 12:45 pm.

Respectfully submitted,



Mel Owen  
Administrative Assistant  
Parks and Recreation  
City of Laramie

## Parks and Recreation Ad Hoc Committee Master Plan Survey Questions

Revised by Committee at 6/13/12

### General

1. What is the age of yourself, members of your family?
2. What is your income level and employment status?
3. Would you be supportive of paying (through taxes or some other assessment) more for parks and recreation services? If you answered yes, how would you like to pay for these services:  
A) Sales tax collections      B) SPT(full explanation of SPT included) funds      C) new residential development fees      D) user fees      E)other

### Parks (Define)

1. Where do you live within the community?
2. Where would you like to see new parks developed? Map for these two questions.
3. What Parks do you or members of your family most often use? Why? (maybe include a list of a few reasons...)
4. What Parks do you or members of your family not use? Why? (maybe include a list of a few reasons...)
5. How often do you use our parks?
6. What amenities in the City parks do you use? What activities do you do within City parks?
7. What amenities would you like to see added to our Parks?
8. What barriers or difficulties do you experience when using city parks? (Give a full range of options that includes physical, economic barriers etc)
9. How do you get to parks located within the community? (multiple choice answers)
10. If you ride your bike, how far maximum would you travel to get to a park? (multiple choice answers)
11. If you walk, how far maximum would you travel to get to a park? (multiple choice answers)
12. If you have children, how far maximum would you allow your child to travel unsupervised to get to a park?

### Trails (Define)

1. Do you use bike lanes and trails primarily for recreation, transportation or both?
  - a. If you are using our bike lanes and trails primarily for recreation, what streets do you use and why? And what barriers or difficulties do you face in using these bike lanes or trails.
  - b. If you are using our bike lanes and trails primarily for transportation around the community, what streets do you use and why? And what barriers or difficulties do you face in using these bike lanes or trails.
2. What types of improvements, such as painting, signage, bike boxes (fully explain term or use different wording), etc. would you like to see incorporated into the trail system?

### Recreation

1. What recreation activities or facilities do you or members of your family most often use? Why? How often do you usually use the above recreation activities or facilities?
2. What barriers or difficulties do you face in using the current recreation facilities and activities that are offered in our community?
3. Are there any deficiencies in recreation activities or facilities in Laramie?
4. What types of recreation facilities and activities would you like to see in Laramie?

Natural Areas (Define)

1. What natural areas/open space do you or members of your family most often use? Why? How often do you utilize these areas? Include list of public natural areas.
2. What activities do you normally do in these natural/open space areas?
3. Should all natural areas allow public access or should some natural areas restrict access?
4. What areas in and around Laramie should be preserved as natural areas/open space? Use map.
5. What barriers do you face in accessing natural areas/open space around the Laramie area?

Please rank the priority you place on the below options for allocating City funds and resources: (Offer a 1-5 range for each option.)

A) Parks

B) Trails

C) Recreation

D) Natural Areas/Open space

## 2.0 INTRODUCTION

### 2.1 Authorization

The City of Laramie has contracted Short Elliott Hendrickson Inc. (SEH) to complete a drainage master plan for the northern portion of the City of Laramie in response to many drainage problems in the area.

### 2.2 Purpose and Scope

The purpose of the North Laramie Drainage Master Plan is to analyze the existing and future drainage conditions, identify problem areas within the study area, and provide alternate methods to convey stormwater within the study area to enhance public safety and minimize property damage. The drainage master plan document may serve as a guideline for addressing water quality degradation and flood peak increases resulting from current and future development within the study area. It may also be used to standardize storm drainage criteria for the City of Laramie and may be used to establish framework for future storm modeling of development.

The drainage master plan entailed:

- Holding three public meetings;
- Obtaining survey data of existing stormwater management facilities;
- Obtaining documents and files from the City including existing drainage and development plans and GIS data;
- Performing a geotechnical investigation;
- Performing a rainfall analysis for the study area;
- Identifying probable flow paths and catchment areas under current land use;
- Developing base hydrologic prediction models for existing and project future percent imperviousness for the 2-, 5-, 10-, and 100-year storm events;
- Identifying existing stormwater management facilities and the adequacy of their hydraulic operation under existing and proposed percent imperviousness;
- Defining critical areas requiring stormwater management;
- Qualitative analysis of possible alternatives to alleviate critical areas of potential flooding;
- Quantitative analysis of the top alternatives from the qualitative analysis and size the necessary improvements,
- Cost analysis of the top alternatives; and
- Providing a recommended plan of improvements and correspond cost analysis.

### 2.3 Public Process

Two initial public meetings were held at Fire Station No. 2 on Wednesday, June 23<sup>rd</sup> and Thursday, June 24<sup>th</sup>, 2010 from 6 to 8 pm. The purpose of the public meetings was to make the public aware of the drainage master plan being developed and to gather insight and information on problem areas from the citizens living within the study area. Information collected from the public meeting attendees can be found in Appendix A. A third public meeting was held on January 26, 2011 to inform the citizens of hydrologic model findings and possible solutions to the existing drainage problems. During these meetings, the public identified multiple locations of local drainage. These local issues are described throughout the report. A meeting sign in sheet can be found in Appendix A.

## 2.4 Baseline Information

Information used for the outfall study includes:

- Topographic mapping information, mapped using aerial photogrammetry, was obtained from the City of Laramie as GIS contours at two-foot contour intervals (City of Laramie, 2010);
- Existing Zoning and Proposed Land Use maps for the City of Laramie (City of Laramie, 2010);
- NRCS soils maps for Albany County (NRCS, 2007);
- Flood Insurance Studies (FIS) and Flood Insurance Rate Maps (FIRM) updated in 1996;
- Various drainage reports and development plans within the study area provided by the City of Laramie.

### 2.4.1 Survey Data Collection and Structure Inventory

Existing storm sewer infrastructure data was collected by Coffey Engineering and Surveying throughout the months of June and July 2010. Additional survey data was collected by Coffey Engineering and Surveying on August 26, 2011 and September 12, 2011. Survey notes are located in Appendix B.

During the survey data collection, photos were obtained of each of the structures surveyed, and the size, material, and overall maintenance condition was noted. A copy of the photos and notes obtained is located in Appendix C.

### 2.4.2 Geotechnical Investigation

A geotechnical investigation of the North Laramie study area was performed by Terracon to determine soil strata within the basin. The geotechnical engineering report presents the results of the subsurface exploration and provides geotechnical recommendations concerning drainage and slope stability. A copy of the Geotechnical Report is located in Appendix D.

As discussed in the geotechnical report, groundwater was encountered at depths of 6 to 11 feet below the ground surface. In agreement with this statement, local staff has verified that prior to development a small channel ran along what now is Reynolds Street. Also verifying this statement, the groundwater level appears to be evident in lower basin detention ponds after a rain event.

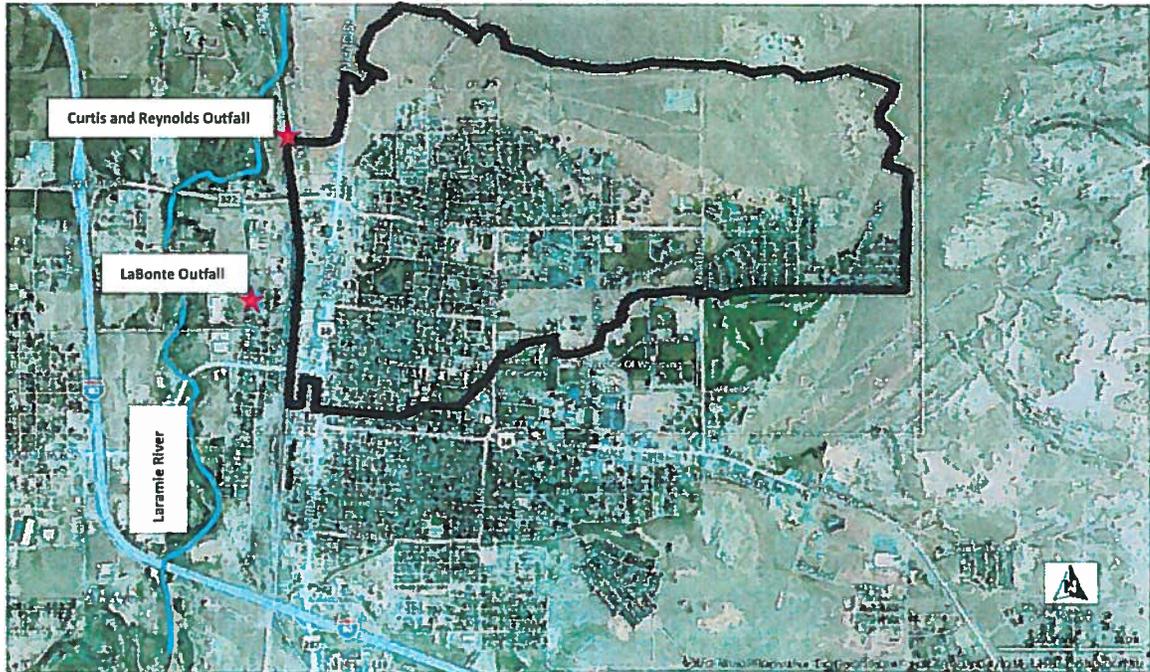
## 2.5 Design Procedures

Design procedures and parameters used in the study follow those recommended by the City of Laramie in the Request for Proposal for the North Laramie Drainage Master Plan. Computer models used in the study include Colorado Urban Hydrograph Procedure (CUHP) 2005 version 1.3.3 (Urban Drainage and Flood Control District, 2010) and XPSWMM (XP Software, 2010).

### 3.0 STUDY AREA DESCRIPTION

#### 3.1 Location

The study area is approximately four square miles located within the City of Laramie, Albany County, Wyoming. It is generally located within the area bounded by 45<sup>th</sup> Street on the east, north of the Jacoby Golf Course; north of the University of Wyoming campus; north of Iverson Street; and bounded on the west by Union Pacific Railroad. See Figure 1 below.



*Figure 1: Location Map*

#### 3.2 Existing Outfalls

The North Laramie study area has two outfalls at a common location at the northwest corner of the site and one outfall at the southwest corner of the site. See Figure 1, above, for outfall locations. The systems outfall into drainage ditches and eventually into the Laramie River, which is located parallel to the west boundary of the study area and flows north. In this report, the three systems will be commonly referred to as the Curtis Street system, the Reynolds Street system and the LaBonte system.

#### 3.3 Flood History

The North Laramie area can generally be divided into two halves, with the basins east of 15<sup>th</sup> Street referred to as “upstream” and the basins west of 15<sup>th</sup> Street referred to as “downstream.” As evidenced during the public meetings, North Laramie has experienced flooding within recent years. Stakeholders within the neighborhood have noted flooding along Reynolds Street and Curtis Street, as well as localized low spots within the area. It was also noted that certain detention facilities in the downstream portions of the basin have reached maximum volume during many rainfall events. A majority of the flooding appears to occur within the downstream basins near major trunk lines, though many localized spots were discussed during the public meetings.

### **3.4 Land Characteristics**

Topography within the study area is characterized as generally flat terrain at the downstream end (west end) of the site near the Laramie River and moderate slopes upstream.

Vegetation in the study area consists of mostly irrigated turf areas due to urbanization, however in the upper portions of the study the historic vegetation is shown as prairie with minimal coverage.

Soils within the study area are primarily Hydrologic Soils Group B interspersed with Hydrologic Soils Group C and D, as show in Figure 5. Soil information within the study area was obtained using the Natural Resources Conservation Service (NRCS) Soil Survey Geographic (SSURGO) Database (NRCS, 2007).

### **3.5 Land Use**

The study area currently includes medium density residential, commercial, and industrial development in the southwest portion of the site; low density residential development in the southeast portion of the site; and is mostly undeveloped along the north boundary of the site.

Current percent imperviousness for on-site areas was determined using the City of Laramie existing Zoning Map (City of Laramie, 2010), shown in Figure 6. Projected percent impervious for the study area was determined using a Future Land Use map created as part of the Laramie Comprehensive Plan adopted by the City Council on May 30, 2003 (City of Laramie, 2003), shown in Figure 7.