

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

PARKS, TREE & RECREATION ADVISORY BOARD AGENDA

May 18, 2016

6:30 PM

Recreation Center, 920 Boulder Dr.

Consent Agenda:

1. To approve the minutes from the April 13, 2016 regular meeting of the Parks, Tree and Recreation Advisory Board. (Feezer, pages 2-3)
2. To approve the Adopt A Park Agreement with Naughty Pines Derby Dames at Harbon Park (Feezer, pages 4-6)
3. To approve the acceptance of a grant in the amount of \$500 from Rocky Mountain Power for purchase trees for the Arbor Day Celebration (Overstreet, pages 7-10)
4. To approve the Arbor Day Resolution and forward to City Council for approval (Overstreet, page 11-12)
5. To approve the invoice to Laramie Rotary Clubs for the request of \$2,000 to replenish the Shawver Tree Fund account (Overstreet, page 13-14)

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. Supporting the MOU between the City of Laramie and the Rotary Club of Laramie and the Laramie Sunrise Rotary Club outlining the details related to permanently renaming Optimist Park to Rotary Park. (Feezer, pages 15-41)
2. Presentation from Leadership Laramie addressing the redevelopment of the Boswell Park area to include a way finding structure. (Feezer, pages 42-45)
3. Consideration of Parks, Tree and Recreation Advisory Board Goals for 2016. (Stonum, 46-47)
4. Annual Overview of Ice & Event Center Operations as presented by staff. (Garcia, pages 48-56)

Staff Reports FYI

Monthly Managers Report (pages 57-61)
Facilities Division Staff Report
Parks Division Staff Report
Recreation Division Staff Report

Advisory Board Open Items:

1. Open Position Update

Upcoming Items:

1. No Pending Items

Other business: Public Comments

Next Regular Meeting Date: Wednesday, June 8, 2016 at 6:30 pm

CITY OF LARAMIE
PARKS, TREE & RECREATION ADVISORY BOARD
April 13, 2016
Minutes of Meeting

MEMBERS:

Present: Marius Favret, Larry Foianini, Jacque Stonum, Helen Coates, Steve Ropp,
Dave Hammond

Not Present: Amy Williamson, Chris Dixon

COUNCIL LIASON: Paul Weaver (Present)

GUESTS: None Signed In

STAFF

Present: Todd Feezer, Parks & Recreation Director; Jodi Guerin, Recreation Manager,
Tyler Shevling, IPM Maintenance Worker, Scott Hunter, Parks & Cemetery Supervisor

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 March 9, 2016 regular meeting of the Parks, Tree and Recreation Advisory Board. (Feezer, pages 2-5)
2. To approve the renewal of an Adopt A Park Agreement with Laramie High School Personal Learning Services Class at Optimist Park (Feezer, pages 6-9)
3. To approve the renewal of an Adopt A Park Agreement with Robert and Leslie Waggener at Undine Park (Feezer, pages 10-13)
4. To approve Sponsorship Request from Laramie Jubilee Days for 1st Street Plaza and Depot Park during the 2016 LJD Event (Feezer, pages 14-15)

Motion by LF, seconded by MF, 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. Approval of Memorandum of Understanding between Basic Beginnings, Inc., The John P. Ellbogen Foundation, The Laramie Community Recreation Center and The Wyoming Early Childhood Partnership for use of the Child Care Room and storage at no charge (Feezer, pages 16-20)

Motion by LF, second by MF. Motion carried 6-0.

2. Annual Overview of IPM Operations presented by Tyler Shevling
Questions were asked and discussion was made.

Staff Reports FYI:

Parks Division Staff Report, Greenbelt Counts Report – Scott Hunter
Recreation Division Staff Report, Recreation Center Membership Report – Jodi Guerin
Facilities Division Staff Report – Todd Feezer

Upcoming Items:

1. Rotary Club proposal to adopt and rename Optimist Park (May 18 Meeting)

Other Business:

Member of Leadership Laramie presented basis of idea for a gateway structure at Boswell and 3rd Street. Was directed to attend May 11 Meeting. May 11 is postponed to May 18.

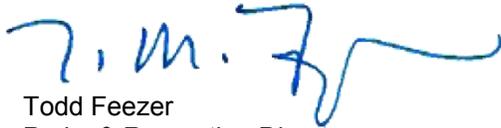
Advisory Board Open Items:

1. Parks, Tree and Recreation Advisory Board Goals/Retreat for April 27, 2016. (Discussion Item)
Schedule – 5:30pm Parks Tour, 6:30pm Dinner/Goal Setting Session

Next Regular Meeting Date: Wednesday, May 18, 2016 at 6:30 pm

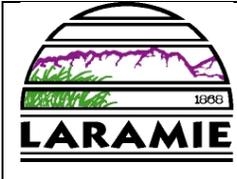
Meeting adjourned at 8:35 pm.

Respectfully Submitted,



Todd Feezer
Parks & Recreation Director

PARKS, TREE & RECREATION ADVISORY BOARD REGULAR MEETING May 11, 2016



Agenda Item: Parks

Agreement

Title: Adopt A Park Agreement with Naughty Pines Derby Dames

Recommended Board MOTION:

I move that the Parks, Tree, and Recreation Advisory Board approve an Adopt A Park Agreement with Naughty Pines Derby Dames for general cleanup and assistance with landscaping in Harbon Park in Laramie with no fee for a two year period, and authorize the City Manager to sign.

Administrative or Policy Goal:

2) The Board will encourage and support the development of open spaces, parklands, greenbelts, and setting aside land for future recreational use, and will annually review the Parks and Recreation Department's five year capital improvement plans.

10) The Board will review annually the condition and status of all City parks and support the enhancement of existing park amenities.

Background:

This Adopt A Park Agreement with Naughty Pines Derby Dames is an agreement for Harbon Park in Laramie.

The agreement is for two years with no fee charged to Naughty Pines Derby Dames because they have requested no signage. Naughty Pines Derby Dames is required to clean up the above referenced Harbon Park in Laramie a minimum of twice per year in the spring of 2016 and 2017, and also assist the city staff with landscaping enhancements, picking up trash and pulling weeds.

Adopt A Park will benefit from Naughty Pines Derby Dames's contributions to maintaining Harbon Park in Laramie. This agreement may be terminated for cause if at any time Naughty Pines Derby Dames fail to perform in accordance with the terms of this agreement.

Legal/Statutory Authority: N/A

BUDGET/FISCAL INFORMATION:

REVENUE

Source	Amount	Type
Fees/Charges for Service	\$0.00	
Grant		
Loan		
Other		
Total	\$0.00	

Responsible Staff: Todd Feezer, Parks & Recreation Director, 721-5260, tfeezer@cityoflaramie.org

AGREEMENT WITH THE CITY OF LARAMIE, WYOMING TO ADOPT A PARK

This Agreement is made and entered into this ____ day of April, 2016 by and between the City of Laramie, Wyoming, a Municipal Corporation, (“City”) whose address is 406 Iverson Street, Laramie, Wyoming 82073 and Naughty Pines Derby Dames., (“Group”), whose address is PO Box 2354, Laramie, Wyoming 82073. In consideration of the promises herein mutually exchanged, and of the benefits to each party, the receipt and sufficiency of which are hereby acknowledged, the parties agree:

1. City agrees to allow Group to assist with maintenance of Harbon Park, located within City.
2. Group commits to support maintenance of Harbon Park.
3. Group agrees to obey all laws and regulations pertaining to the park, and relating to safety, and to obey all terms, conditions, and requirements of City from time to time as expressed by City Manager or City Manager’s designee.
4. This agreement does not create an employer-employee or principal-agent relationship between City and Group or any member of Group or participant of Group.
5. Group and its individual members or participants agree to indemnify and hold harmless City, its officers, employees, and agents, from all liability, judgements, costs, expenses, and claims arising from any and all incidents occurring in connections with Group’s activities while participating under this agreement whether for personal injury or property damage or both.
6. The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party’s performance or failure to perform any term or conditions of this Agreement, or to bring an action for the breach of this Agreement.
7. This Agreement may be terminated, without cause, by City upon thirty (30) days written notice. This Agreement may be terminated immediately for cause if Group fails to perform in accordance with the terms of this Agreement.
8. Group agrees to the following conditions:
 - A. Group, as a sponsor of maintenance, is not directly contracted for maintenance services, nor will Group be directly involved in decisions related to maintenance.
 - B. Groups’ contributions will sponsor normal wear and tear maintenance. Group will not be held responsible for any extenuating situations or extra maintenance.
9. City has provided Group a copy of the general conditions for adopt a park agreements, which is marked Exhibit A and attached hereto and incorporated as part of this Agreement.
10. The term of this Agreement is from the date hereof until May 1, 2018, subject to termination in Paragraph 8 herein.

11. This Agreement is not exclusive as to the park it affects. City may permit other groups to have projects within the same park at the same time.

12. City does not waive sovereign immunity by entering into this Contract and specifically retain immunity and all defenses available to them as sovereigns pursuant to Wyo. Stat. § 1-39-104(a) and all other state law.

In witness whereof, the parties have read and understood it, and that they agree to be bound by the terms of the Agreement, that they have the authority to sign it. The effective date of this Agreement is the date and year first written above.

CITY OF LARAMIE, WYOMING

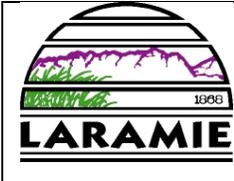
GROUP: Naughty Pines Derby Dames

By: _____
Janine Jordan, City Manager

Nicole Maxwell

By: _____
Authorized Signature

CITY OF LARAMIE COUNCIL REGULAR MEETING May 18, 2016



Agenda Item: Grant

Title: Rocky Mountain Power – Arbor Day Grant 2016

Recommended Council MOTION:

Approve the acceptance of a grant from Rocky Mountain Power for \$500 to promote and celebrate 2016 Arbor Day Event.

Administrative or Policy Goal:

Laramie Municipal Code:

2.28.070 - Duties—Generally.

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

E. The board shall promote public education on tree planting and proper management of trees within the community.

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.

(Ord. 1232 § 7, 1998)

Background:

Every year for several years Rocky Mountain Power has sent Laramie a grant for \$500 to plant Arbor Day trees in a park area. There is no required match by the City of Laramie for dollars or any in-kind cost to get the Grant. The City does not apply for the Grant. The last two years we have been able to buy 5 trees each year to plant in a park with the assistance of a nearby elementary school for our tree planting celebration for Arbor Day.

Legal/Statutory Authority: N/A

BUDGET/FISCAL INFORMATION:

REVENUE

Source	Amount	Type
Fees/Charges for Service		
Grants for Projects	\$500.00	
Loans on Project		
Other		
Total	\$500.00	

EXPENSE

Proposed Project Cost.

Project Budget	Amount	Funds
Project Cost	\$500.00	
Loans on Project		
Grants for Project	\$500.00	
Other/Outside Projects		
City's Amount		
Contingency	0%	\$0.00
Total Amount	\$500.00	

Responsible Staff:

Randy Overstreet
City Arborist
307-721-5338
roverstreet@cityoflaramie.org

Future dates are subject to change

Work Session	
Advertised	
Public Hearing (PH) Held	
PH Advertised	
Introduction/1 st Reading	May 24, 2016
2 nd Reading	
3 rd Reading	

Attachments:

_____ City Manager _____ City Attorney _____



Wyoming State Forestry Division

THE FOREST RESOURCE AGENCY OF WYOMING



5500 Bishop Blvd
Cheyenne, WY 82002
Phone: (307) 777-7586
Fax: (307) 777-5986
Forestry@wyo.gov

Matthew H. Mead
Governor

Bill Crapser
State Forester

April 26, 2016

MEMO TO: Rocky Mountain Power Grant Recipients

FROM: Mark Hughes, Community Forestry Coordinator

RE: Request for Payment form

I'm pleased to announce that Rocky Mountain Power has once again provided funding to Wyoming State Forestry to be used for Arbor Day celebrations in six Wyoming communities. This is the 14th consecutive year that Rocky Mountain Power has made this generous contribution for Arbor Days in our state.

Your community has been chosen for funding and you will receive \$500 for your Arbor Day celebration. To receive the funds simply complete the attached Request for Payment and return to me at your earliest convenience.

If you wish to send a note of thanks you can address it to:

Robert Vanderhoof
Vegetation Supervisor
Rocky Mountain Power
1438 W 2550 S
Ogden, UT 84401

The grant does not have to be matched and can be used in any manner you wish to celebrate Arbor Day this year. In the past communities have used the funds for purchase of Arbor Day trees, seedling or larger potted trees to give away, or for media promotion. Use your imagination and have a great Arbor Day!

2016 Wyoming Urban and Community Forestry Grants

REQUEST FOR PAYMENT

EDUCATION/PROGRAM DEVELOPMENT/ARBOR DAY PROJECT

1. Community Name:
2. Project Name: **2016 Rocky Mountain Power Arbor Day Grant**
3. Project Description:

Grant from Rocky Mountain Power, Inc. and Wyoming State Forestry Division to assist with 2016 Arbor Day celebration. Funds to be used for promoting and celebrating community Arbor Day event.

REQUEST FOR PAYMENT

5. Urban & Community Forestry Grant Funds:.....\$500.00
6. Federal ID Number (VIN)
or State Vendor Number: _____
7. Make Check Payable to
(Must match Vendor No.): _____
Address: _____

-
8. I request payment from WY State Forestry Division for \$500.00 of 2016 U&CF Program Grant funds.

Signature: _____ Date: _____

**Return to: 2016 Urban and Community Forestry Grants
Wyoming State Forestry Division
5500 Bishop Boulevard
Cheyenne, WY 82002
Attn: Mark Hughes**

CITY OF LARAMIE COUNCIL REGULAR MEETING May 18, 2016



Agenda Item: Resolution
Title: Arbor Day 2016 June 11, 2016

Recommended Council MOTION:

Approve the Resolution for Arbor Day 2016 – June 11, 2016 and forward to City Council for approval and Mayor’s signature.

Administrative or Policy Goal:

Laramie Municipal Code:

2.28.070 - Duties—Generally.

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

E. The board shall promote public education on tree planting and proper management of trees within the community.

(Ord. 1232 § 7, 1998)

Background:

The Arbor Day Foundation - Tree City USA has four requirements to achieve a Tree City USA designation. One requirement is to have a day proclaimed by the City as Arbor Day. Laramie has chosen to use a resolution instead of a proclamation for documentation of public disclosure of the event.

Legal/Statutory Authority:

N/A

BUDGET/FISCAL INFORMATION:

REVENUE

\$0.00

EXPENSE

\$0.00

Responsible Staff:

Randy Overstreet
 City Arborist
 307-721-5338
 roverstreet@cityoflaramie.org

Future dates are subject to change

Work Session	
Advertised	
Public Hearing (PH) Held	
PH Advertised	
Introduction/1 st Reading	May 24, 2016
2 nd Reading	
3 rd Reading	

Attachments:

_____ City Manager _____ City Attorney _____

A RESOLUTION DESIGNATING AN ANNUAL COMMUNITY ARBOR DAY AND TREE SALE CELEBRATION

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees: and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, the planting of trees is a vital step in developing civic pride and a sense of community; and

WHEREAS, trees provide an abundance of environmental and aesthetic advantages to citizens and wildlife, wherever they are found; and

WHEREAS, the State of Wyoming has designated the last Monday in April as the State Arbor Day; and

WHEREAS, all communities in Wyoming can designate their own Arbor Day, based upon the climactic conditions of the community; and

WHEREAS, the Governing Body for the City of Laramie desires to participate in the annual celebration of Arbor Day; and

WHEREAS, the City of Laramie has celebrated Arbor Day and the Annual community Tree Sale for the previous thirty-one years; and

WHEREAS, over 80 trees will be available for sale at wholesale cost, one per household to promote our urban forest; and

WHEREAS, due to a generous donation from Rocky Mountain Power Inc. of \$500, the City will plant three to five park grade trees in a city park as part of our Arbor Day Celebration;

NOW THEREFORE THE CITY COUNCIL OF LARAMIE, WYOMING, RESOLVES:

SECTION 1: That the foregoing recitals are incorporated in and made part of this resolution by reference.

SECTION 2: That the City Council does hereby designate Saturday, June 11, 2016 as Arbor Day within the City of Laramie, and we urge all citizens to plant trees and to support our City's community forestry program.

PASSED AND APPROVED on this th day of , 2016.

BY: _____
David A. Paulekas, Mayor and President of the
Laramie City Council

ATTEST: _____
Angie Johnson, City Clerk



Agenda Item: Agreement

Title: Invoice to Laramie Rotary Clubs to replenish the Shawver Tree Fund

Recommended Council MOTION:

Approve the invoice to replenish the Shawver Tree fund account, managed by the city, for the Rotary’s 50% cost share payment for the purchase and shipping of right-of-way trees in conjunction with the 50% cost share with the adjacent property owner.

Administrative or Policy Goal:

Laramie Municipal Code:

2.28.070 - Duties—Generally.

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

E. The board shall promote public education on tree planting and proper management of trees within the community.

(Ord. 1232 § 7, 1998)

Background:

The Shawver Tree Fund was approved by City Council in 2013 to pay a portion of the cost for right-of-way tree replacements and new trees planting within the City of Laramie. In 2015, the City spent \$1,097.45 for the price of trees and the shipping cost with the Shawver Tree Fund. Property owner reimbursements to the fund equaled \$548.72. There were 10 tree planted in 2015 using the Shawver Tree Fund. Currently for calendar year 2016 we have 11 trees ordered for the Shawver Tree Fund.

Legal/Statutory Authority:

N/A

BUDGET/FISCAL INFORMATION:

REVENUE

\$2,000.00 held in account until used in conjunction with tree purchases. 50/50 cost share.

EXPENSE

As needed as property owners participate in the Shawver Tree Fund. 50/50 cost share.

Responsible Staff:

Randy Overstreet
 City Arborist
 307-721-5338
 roverstreet@cityoflaramie.org

Future dates are subject to change

Work Session	
Advertised	
Public Hearing (PH) Held	
PH Advertised	
Introduction/1 st Reading	May 24, 2016
2 nd Reading	
3 rd Reading	

Attachments:

_____ City Manager _____ City Attorney _____



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

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 Fax: (307) 721-5284
 Facilities Mgmt Division: (307) 721-3585
 TDD (307) 721-5295
 Administration: (307) 721-3572

To: Rotary Clubs of Laramie
 Attn: Jerry Schmidt
 jjschmidt@bresnan.net

Date: May 23, 2016
 Amount Due: \$2000.00
 Date Due: June 23, 2016

Re: Shawver Tree Fund account to pay for 50% of a tree cost and shipping for a participant.

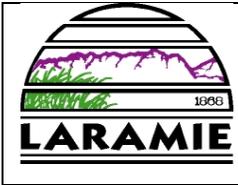
Date	Description	Amount Due
5/23/16	Replenish the Rotary 50% cost share for the Shawver Tree Fund. Managed by the Rotary Club and the city of Laramie.	\$2000.00
TOTAL		\$2000.00

Make all checks payable to **City of Laramie**. Send it to the attention of:

Randy Overstreet
 City of Laramie Parks & Recreation
 P.O. Box C
 Laramie, WY 82073

If you have any questions concerning this invoice, contact Randy Overstreet at roverstreet@cityoflaramie.org or 307.721.5338

Thank you!



Agenda Item: Administration

Memorandum of Understanding

Title: Memorandum of Understanding between the City of Laramie and Laramie’s two Rotary Clubs: The Rotary Club of Laramie and the Laramie Sunrise Rotary Club pertaining to a City park located between West Garfield and Spruce streets, currently known as Optimist Park.

Recommended Board Motion:

I move that the Parks, Tree & Recreation Advisory Board approve the Memorandum of Understanding between the City of Laramie and Laramie’s two Rotary Clubs related to Optimist Park and forward to City Council for approval and Mayor’s signature.

Administrative or Policy Goal:

The Board will review annually the condition and status of all City parks and support the enhancement of existing park amenities.

Background:

The City of Laramie has been approached by Laramie’s two Rotary Clubs related to Optimist Park. The proposal from the Rotary Clubs is to provide ongoing financial support, bi-annual maintenance and volunteer services towards park improvements in return for naming rights and involvement in park planning processes.

Legal/Statutory Authority: N/A

BUDGET/FISCAL INFORMATION:

REVENUE

Source	Amount	Type
Fees/Charges for Service	\$0.00	
Grant	\$0.00	
Agreement	\$25,000.00	\$6,250/yr for 4 Years
Agreement	\$0.00	
Total	\$25,000.00	

EXPENSE

Proposed Project Cost.

Project	Amount	Funds
Project Cost	\$25,000.00	Sign & Park Improvements Agreed Upon in MOU
Loans on Project		
Grants for Project		
Other/Outside Projects		
City's Amount	\$25,000.00	
Contingency		
Total Amount	\$25,000.00	

Responsible Staff:

Choose an item.

Todd Feezer, Director, Parks & Recreation, 721-5260, tfeezer@cityoflaramie.org

Attachments: MOU

Letters of Support

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Laramie (“City”), and Laramie’s two Rotary Clubs: The Rotary Club of Laramie and the Laramie Sunrise Rotary Club (herein collectively referred to as “Rotary”), and pertains to a City park located between West Garfield and Spruce streets, currently known as Optimist Park (“Park”).

WHEREAS, Rotary has been a vital force in community service in Laramie for almost one hundred years; Rotary’s goals and objectives include community health; enhanced water and sanitation; youth health; education and literacy; and community development;

WHEREAS, Rotary desires to further these purposes through involvement and improvement of the Park. Parks are a natural place to engage youth groups in constructive activities and Rotary proposes to assist the City in further developing and maintaining a public space to conduct community service, outreach programs and other community activities;

WHEREAS, The City has identified various potential improvements to the Park and seeks to encourage Rotary to participate with the City in providing financial assistance and volunteer efforts to supplement City resources and ultimately accomplish these improvements;

WHEREAS, Rotary manages a fund created by Charles R. Shawver called the Shawver Tree Fund, the purpose of which is to plant and replace trees in open spaces in Laramie. This fund’s objectives are consistent with identified objectives for improvements to the Park;

WHEREAS, The Park has served as a location for Rotary’s annual duck race and, with the development and renaming of the Park to “Rotary Park”, would enhance Rotary’s visibility and help build awareness of Rotary in the community.

WHEREAS, the City and Rotary desire to establish a framework for a productive working relationship for ongoing improvement and development of the Park.

In consideration of the foregoing and the terms set forth below, the parties agree as follows:

1. **Park Identification.** The Park currently features two picnic shelters, one of which has restrooms, barbecue grills, a basketball court, playground, a dog run, and a soccer field, and is further illustrated and defined in Appendix F of the City’s Parks and Recreation Master Plan, attached hereto as Exhibit A and incorporated by this reference.

2. **Donations.** Rotary will provide \$25,000.00 cash to City (“Donation”), in four annual payments of \$6,250.00 each, with the first payment due within _____ days of the execution of this MOU.

3. **Restrictions on Use of Funds.** City agrees that this Donation will be used solely for capital improvements in the Park that fall within the framework of the City’s Parks and Recreation Master Plan and expenditures will not be made without the prior written approval of Rotary. City further agrees to that this Donation will remain earmarked for capital improvements in the Park, and will not be used for operation or maintenance expenses.

4. **Renaming of Park.** Following the execution of this MOU, and upon the City’s receipt of the first \$6,250.00 cash as described in Paragraph 2 above, the City agrees to permanently rename the Park to “Rotary Park” and to provide the revised signage.

5. **Cleanup Days.** Rotary agrees to organize volunteer cleanup days twice each calendar year (preferably one in the spring and one in the fall) following the execution of this MOU.

6. **Future Development.** Rotary and City agree to discuss and explore further development and community service projects related to the Park. Rotary and the City will work together to address projects identified in the City's Parks and Recreation Master Plan (Exhibit A), including a children's playground, picnic shelter and restrooms, parking lot, tree plantings, and other projects related to the Laramie River.

7. **Indemnification and Insurance.** The City shall ensure all contractors it hires or uses for the Park agree to: (i) indemnify the City, Rotary, and each of their officers, employees and agents, from any and all liability that may arise from that contractor's acts or omissions regarding that contract, including those of the contractor's officers, employees, agents or subcontractors, and (ii) have appropriate levels of general liability insurance.

8. **Volunteers.** The parties understand individual volunteers may not be protected by the above-referenced indemnities and insurance coverage for potential liability that could result for those volunteers' actions or inactions related to any construction activities of the Park. The City shall inform volunteers of that risk.

9. **Termination.** A non-defaulting part may terminate this MOU in the event of a default with the terms set forth in this MOU, including its exhibits. Provided however, the party seeking termination must first provide written notice of the default to the other party and allow a reasonable period (not less than thirty (30) days) period to cure the default. In the event said default continues uncorrected after written notice thereof to the defaulting party, this MOU may be terminated.

10. **Notice.** Any formal notice, request, approval or other communication to be provided by either party shall be in writing and dispatched by first class mail, registered or certified mail, postage prepaid, return-receipt requested, or by electronic facsimile transmission followed by delivery of a "hard" copy, or by personal delivery, to the addresses of City and Rotary set forth below. Such written notices, requests, approvals or other communication may be sent in the same manner to such other addresses as either party may from time to time designate. Any notice that is transmitted by electronic facsimile transmission followed by delivery of a "hard" copy, shall be deemed delivered upon its transmission; any notice personally delivered shall be deemed received on the documented date of receipt and any notice that is sent by registered or certified mail, postage prepaid, return-receipt requested shall be deemed received on the date of receipt thereof. Addresses for giving notice are as follows:

City of Laramie

Attn: Janine Jordan, City Manager
P.O. Box C
Laramie, WY 82073

The Rotary Club of Laramie

Attn: Lawrence Struempf, President
P.O. Box 12
Laramie, WY 82073

Laramie Sunrise Rotary Club

Attn: Jo Korpitz, President
P.O. Box 2188

Laramie, WY 82073

DATED this _____ day of _____, 2016.

The Rotary Club of Laramie

By: _____
Lawrence Struempf, President

Laramie Sunrise Rotary Club

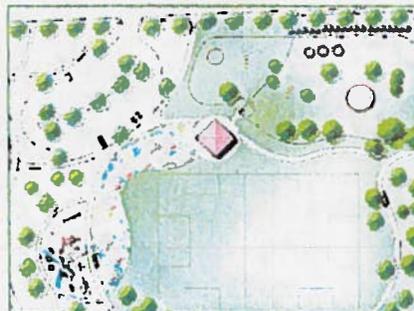
By: _____
Jo Korpitz, President

City of Laramie

By: _____
David A. Paulekas, Mayor & President of the Laramie City Council

Appendix F

Optimist Park Development Plan by Russel Mills Studios



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT CONCEPTUAL DESIGN BOOKLET



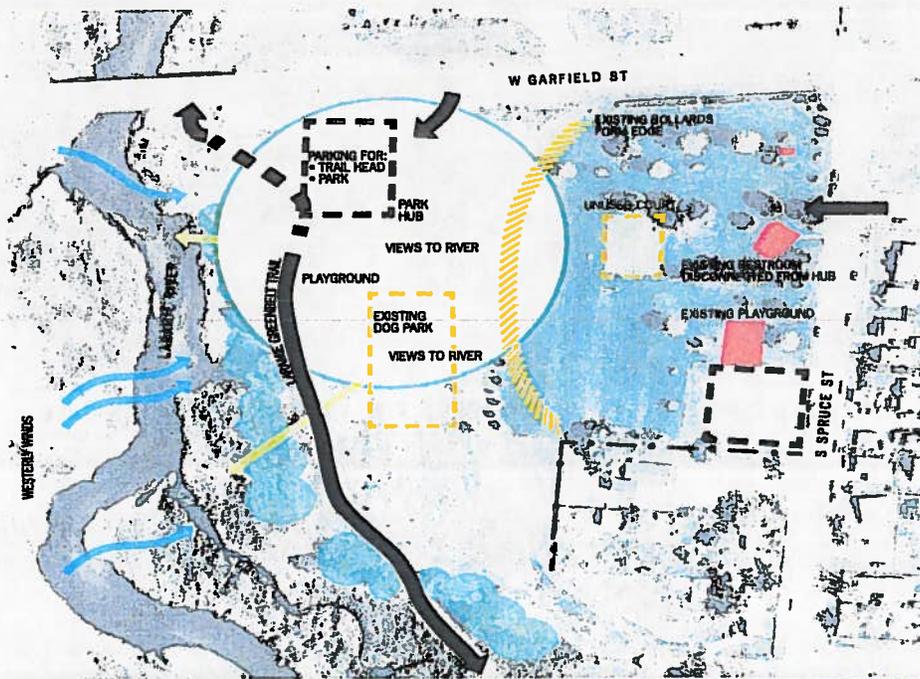
draft

NOVEMBER 2, 2009

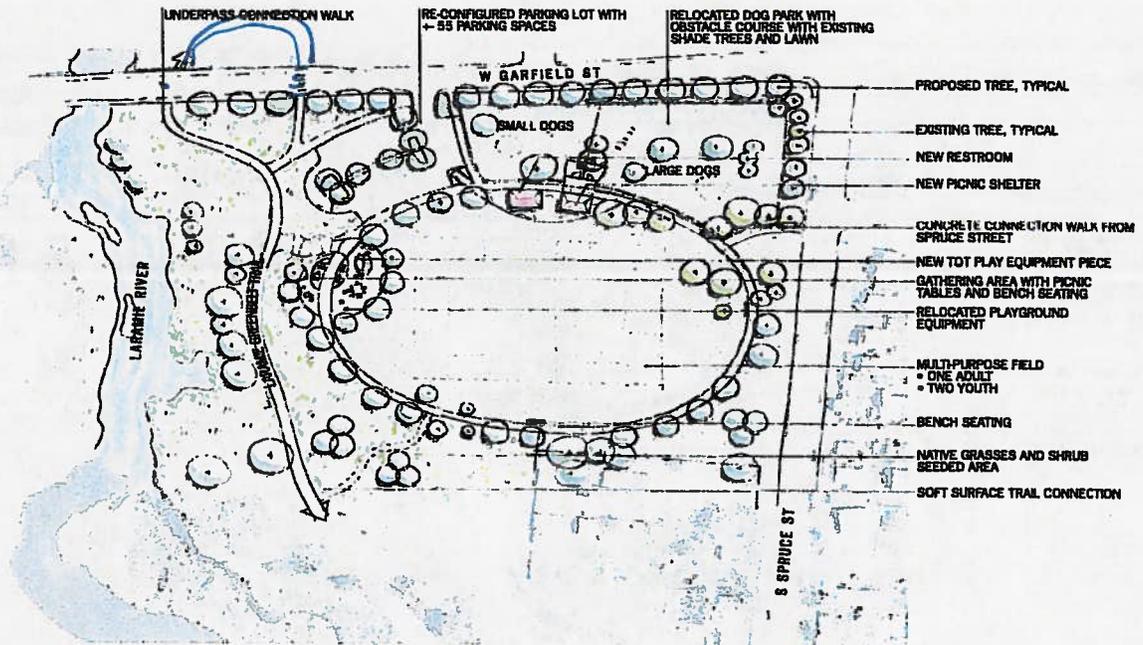
SITE ANALYSIS	1
PRELIMINARY CONCEPT PLAN OPTION A	2
PRELIMINARY CONCEPT PLAN OPTION B	3
PREFERRED CONCEPTUAL PLAN	4
PLAYGROUND ENLARGEMENT PLAN	5
DOG PARK ILLUSTRATION	6
PLAYGROUND ILLUSTRATION	7
COST ESTIMATE	8



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
TABLE OF CONTENTS

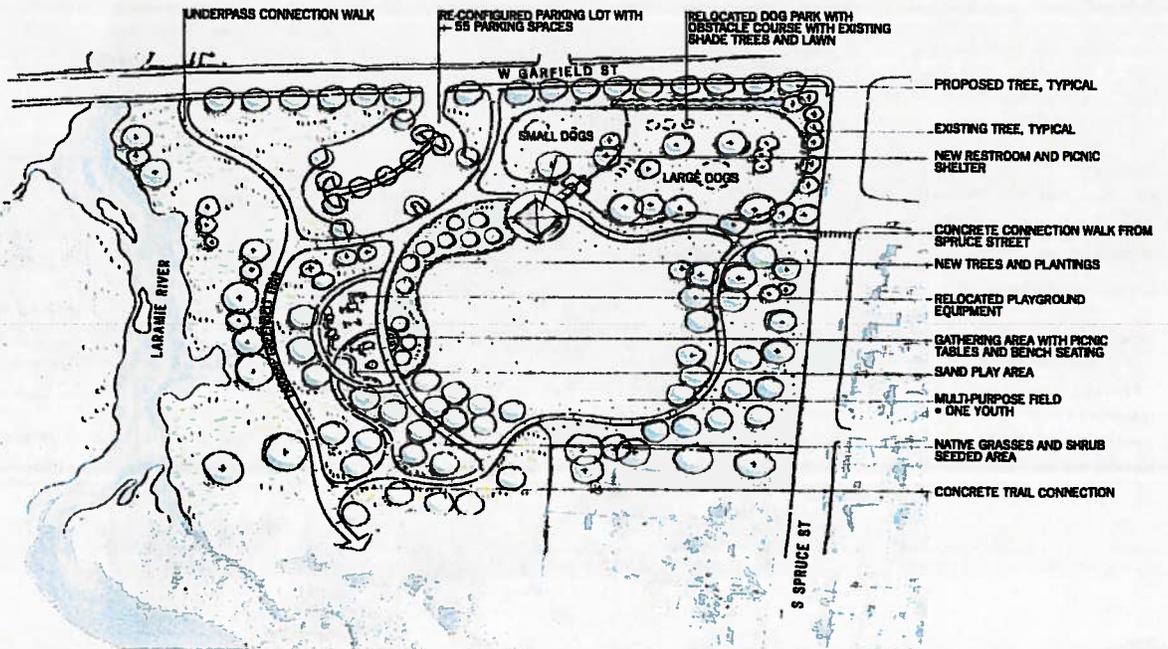


OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
SITE ANALYSIS



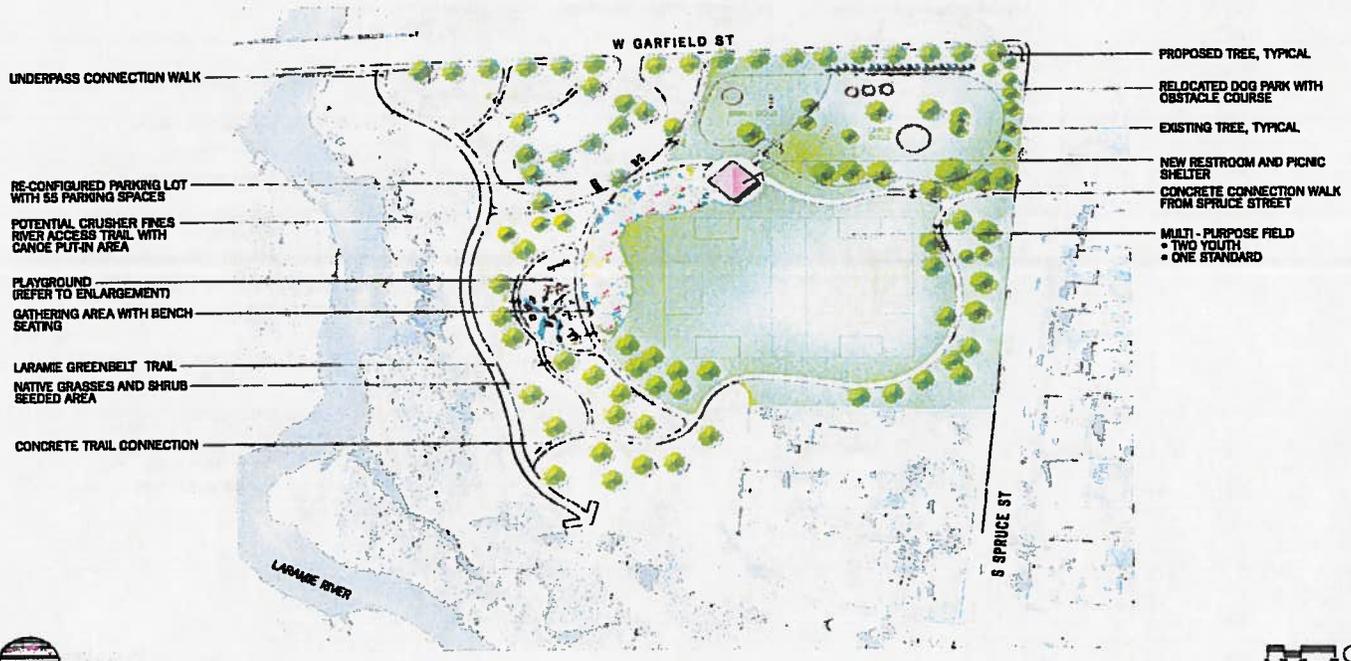
OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
 PRELIMINARY CONCEPT PLAN - OPTION A

2



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
 PRELIMINARY CONCEPT PLAN - OPTION B

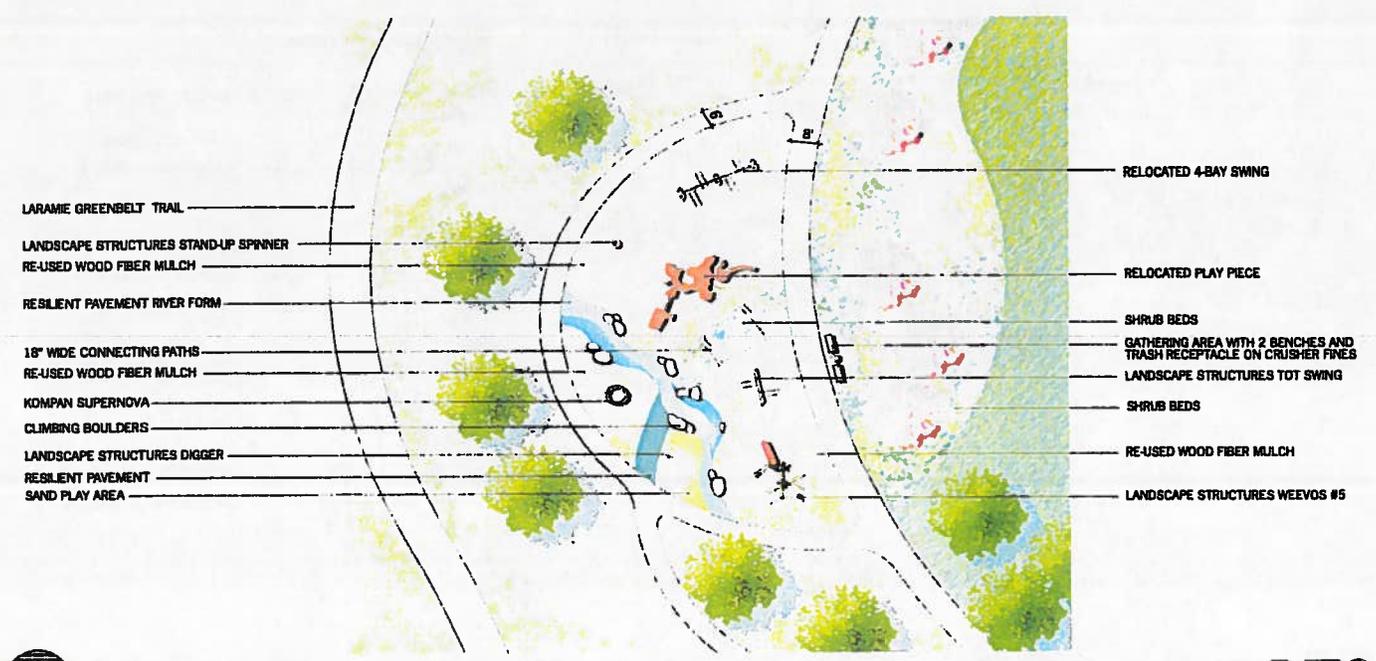
3



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
PREFERRED CONCEPTUAL PLAN



4



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
PLAYGROUND ENLARGEMENT PLAN



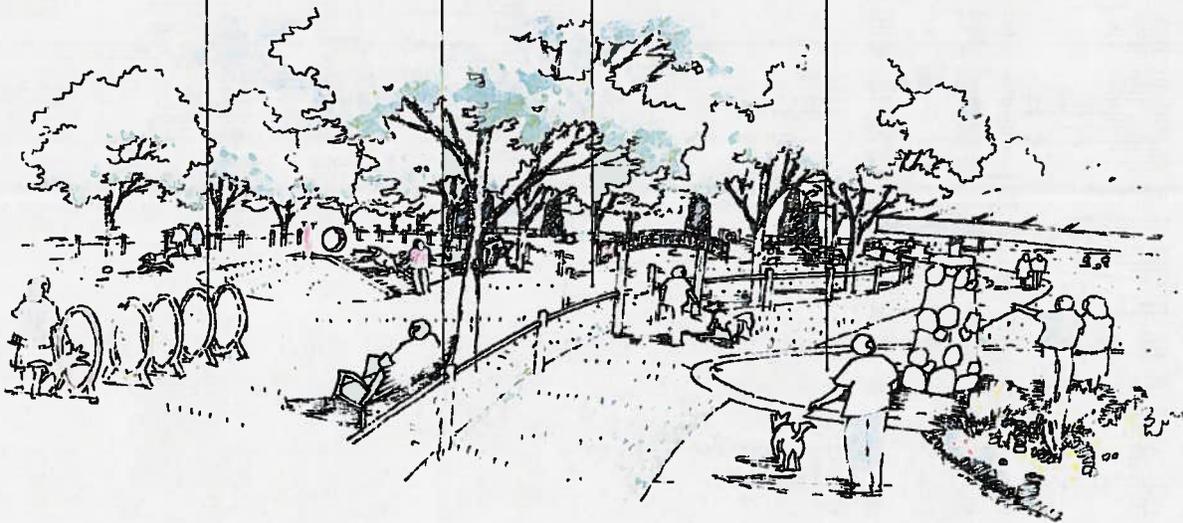
5

DOG PARK AREA WITH OBSTACLE COURSE

BENCH SEATING FOR DOG
PARK VISITORS

DOG PARK GATE ENTRY

COLORED CONCRETE PLAZA AREA WITH
UPDATED PICNIC SHELTER



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
DOG PARK ILLUSTRATION

COMBINATION OF NEW AND RE-USED PLAY
EQUIPMENT

RELOCATED PLAYGROUND
EQUIPMENT

GATHERING AREA FOR PLAYGROUND
OBSERVATION

OPEN LAWN AREA
PICNIC AND RESTROOM FACILITY



OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
PLAYGROUND ILLUSTRATION

Optimist Park Redevelopment Plan
 Prepared by: [Name]
 Date: [Date]

Item	Unit	Quantity	Unit Price	Total Price	Notes
1.000	Grading	10,000	1.00	10,000.00	
2.000	Planting	500	20.00	10,000.00	
3.000	Structures	10	1,000.00	10,000.00	
4.000	Site Work	100	100.00	10,000.00	
5.000	Lighting	100	100.00	10,000.00	
6.000	Water	100	100.00	10,000.00	
7.000	Electric	100	100.00	10,000.00	
8.000	Other	100	100.00	10,000.00	
9.000	Contingency	100	100.00	10,000.00	
10.000	Subtotal			100,000.00	
11.000	Tax			10,000.00	
12.000	Total			110,000.00	

Item	Unit	Quantity	Unit Price	Total Price	Notes
13.000	Grading	10,000	1.00	10,000.00	
14.000	Planting	500	20.00	10,000.00	
15.000	Structures	10	1,000.00	10,000.00	
16.000	Site Work	100	100.00	10,000.00	
17.000	Lighting	100	100.00	10,000.00	
18.000	Water	100	100.00	10,000.00	
19.000	Electric	100	100.00	10,000.00	
20.000	Other	100	100.00	10,000.00	
21.000	Contingency	100	100.00	10,000.00	
22.000	Subtotal			100,000.00	
23.000	Tax			10,000.00	
24.000	Total			110,000.00	

OPTIMIST PARK REDEVELOPMENT & EXPANSION PROJECT
COST ESTIMATE

OPTIMIST PARK - CITY OF LARAMIE
SCHEMATIC DESIGN DOCUMENTS
 Laramie, Wyoming

LIST OF DRAWINGS

- 0001 - COVER SHEET
- SITE**
- LS101 - OVERALL SITE PLAN
- LS102 - SITE PLAN ENLARGEMENT
- LS103 - SITE PLAN ENLARGEMENT
- LS104 - SITE PLAN ENLARGEMENT
- LS105 - SITE PLAN ENLARGEMENT
- LS106 - SITE PLAN ENLARGEMENT
- LS107 - SITE DETAILS
- GRADING**
- LG101 - OVERALL GRADING PLAN
- LG102 - GRADING ENLARGEMENT PLAN
- LG103 - GRADING ENLARGEMENT PLAN
- LG104 - GRADING ENLARGEMENT PLAN
- LG105 - GRADING ENLARGEMENT PLAN
- PLANTING**
- LP101 - OVERALL PLANTING PLAN
- LP102 - PLANTING DETAILS



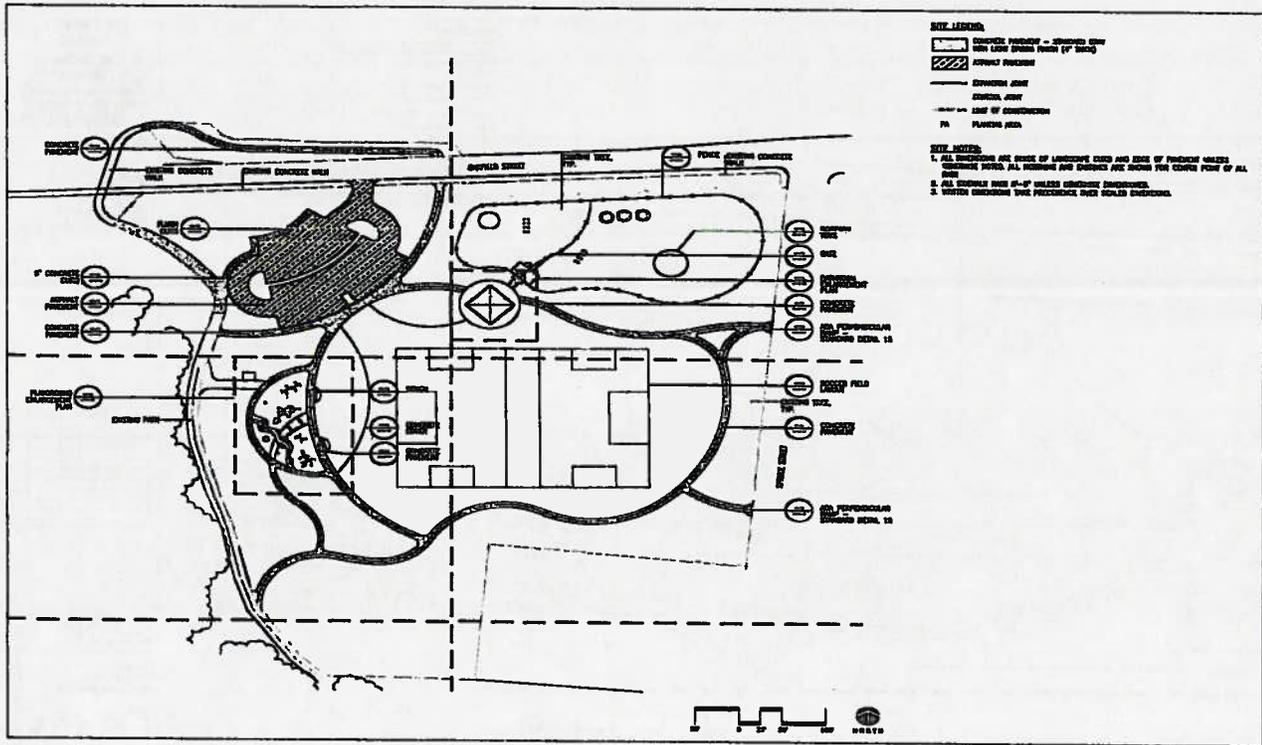
OPTIMIST PARK

City of Laramie
 2017-2020
 2017-2020

REV.	COMMENT	DATE

DATE: [DATE]
 JOB NO.: [JOB NO.]
 DRAWN BY: [NAME]
 CHECKED BY: [NAME]
 DRAWING TITLE:
COVER SHEET

SHEET NO.:
G001



- REV. LEGEND**
- CONCRETE FINISH - SHOWN WITH HATCH LINE (SEE NOTE #1)
 - ASPHALT FINISH
 - CONCRETE JOINT
 - ASPHALT JOINT
 - LINE OF CONSTRUCTION
 - PA PLANNING AREA

- NOTE:**
1. ALL DIMENSIONS ARE BASED ON LANDSCAPE EDGE AND EDGE OF FINISHED GRADE EXCEPT WHERE ALL DIMENSIONS AND FINISHES ARE SHOWN FOR CENTER POINT OF ALL CURVES.
 2. ALL DIMENSIONS HAVE 0'-0" UNLESS OTHERWISE INDICATED.
 3. VERIFY DIMENSIONS TAKE PRECEDENCE OVER BOLD DIMENSIONS.

OPTIMIST PARK

CITY OF LARAMIE
1000 Broadway Street
307.792.5200

1000 Broadway Street, Suite 100
Laramie, Wyoming 82001
P: 307.792.5200
F: 307.792.5200

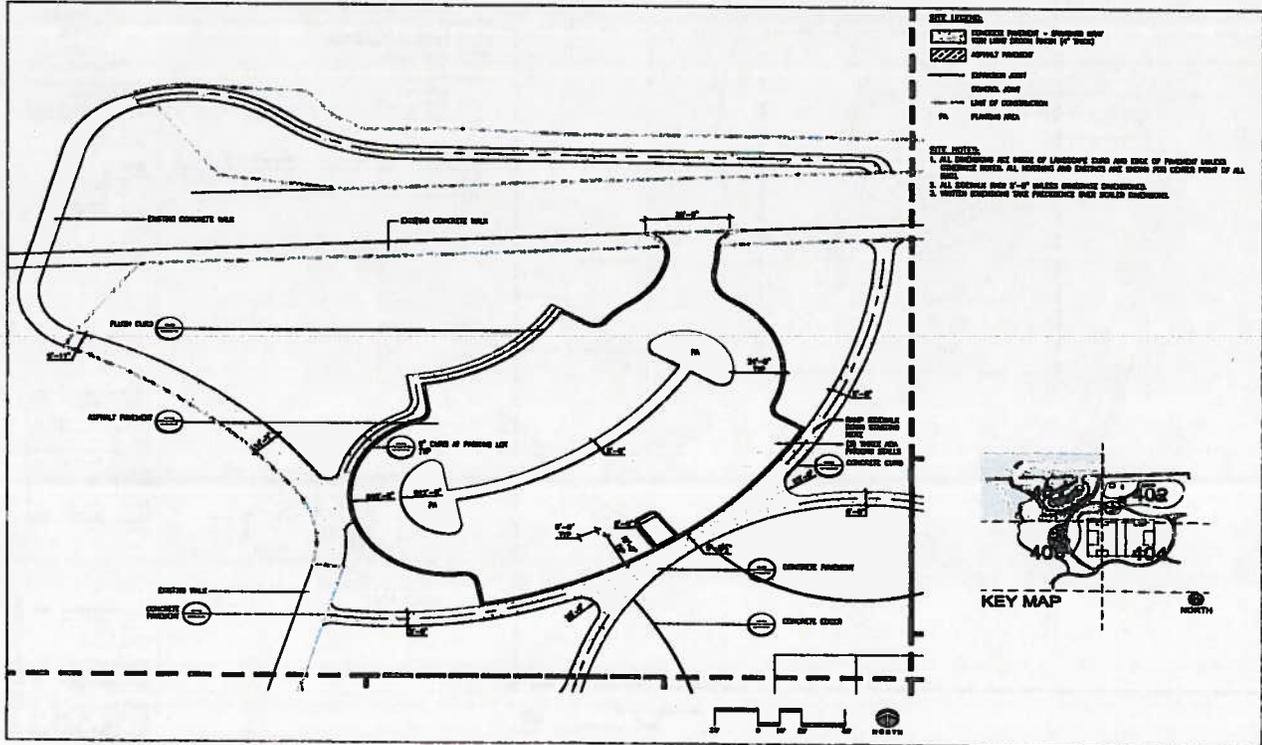
REV.	COMMENT	DATE

DATE: OCTOBER 2004
JOB NO.
DRAWN BY: J.S.
CHECKED BY: P.M.

DRAWING TITLE:
OVERALL SITE PLAN

SHEET NO.
LS101

SCHEMATIC DESIGN DOCUMENTS



- REV. LEGEND**
- CONCRETE FINISH - SHOWN WITH HATCH LINE (SEE NOTE #1)
 - ASPHALT FINISH
 - CONCRETE JOINT
 - ASPHALT JOINT
 - LINE OF CONSTRUCTION
 - PA PLANNING AREA

- NOTE:**
1. ALL DIMENSIONS ARE BASED ON LANDSCAPE EDGE AND EDGE OF FINISHED GRADE EXCEPT WHERE ALL DIMENSIONS AND FINISHES ARE SHOWN FOR CENTER POINT OF ALL CURVES.
 2. ALL DIMENSIONS HAVE 0'-0" UNLESS OTHERWISE INDICATED.
 3. VERIFY DIMENSIONS TAKE PRECEDENCE OVER BOLD DIMENSIONS.

OPTIMIST PARK

CITY OF LARAMIE
1000 Broadway Street
307.792.5200

1000 Broadway Street, Suite 100
Laramie, Wyoming 82001
P: 307.792.5200
F: 307.792.5200

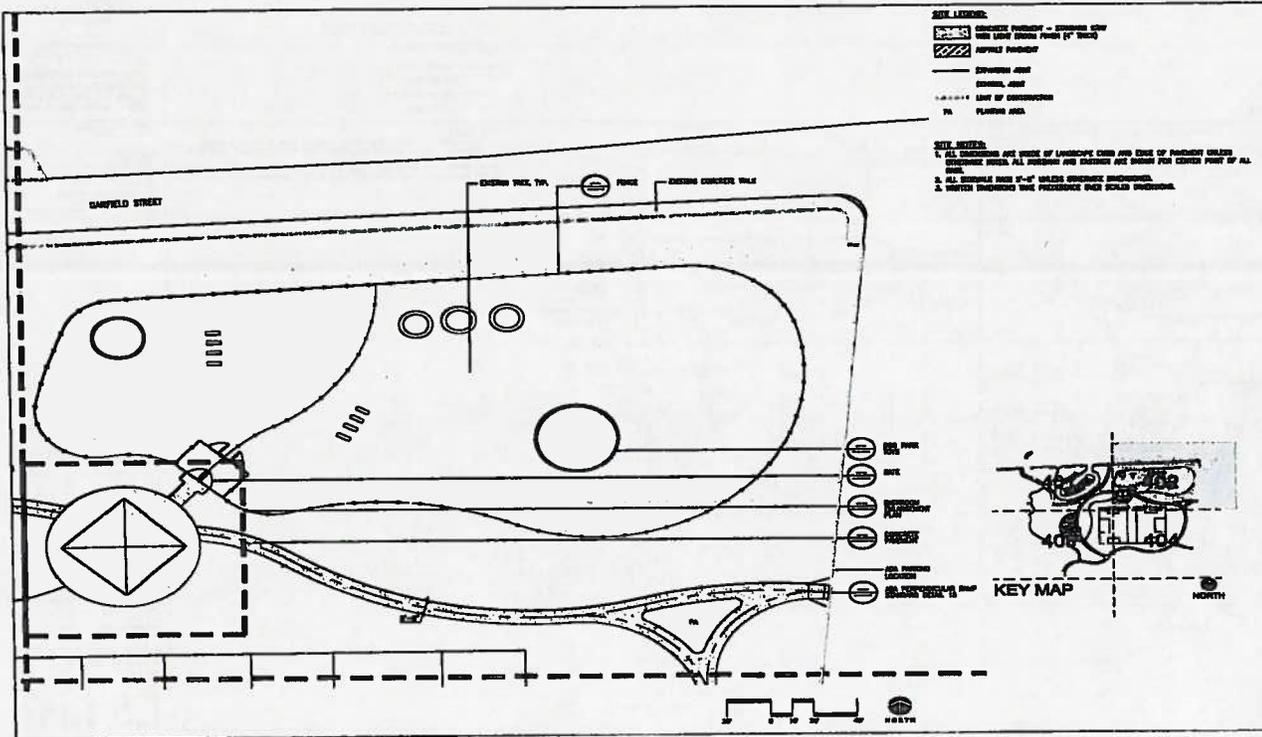
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JOB NO.
DRAWN BY: J.S.
CHECKED BY: P.M.

DRAWING TITLE:
SITE PLAN DEVELOPMENT

SHEET NO.
LS401

SCHEMATIC DESIGN DOCUMENTS



OPTIMIST PARK

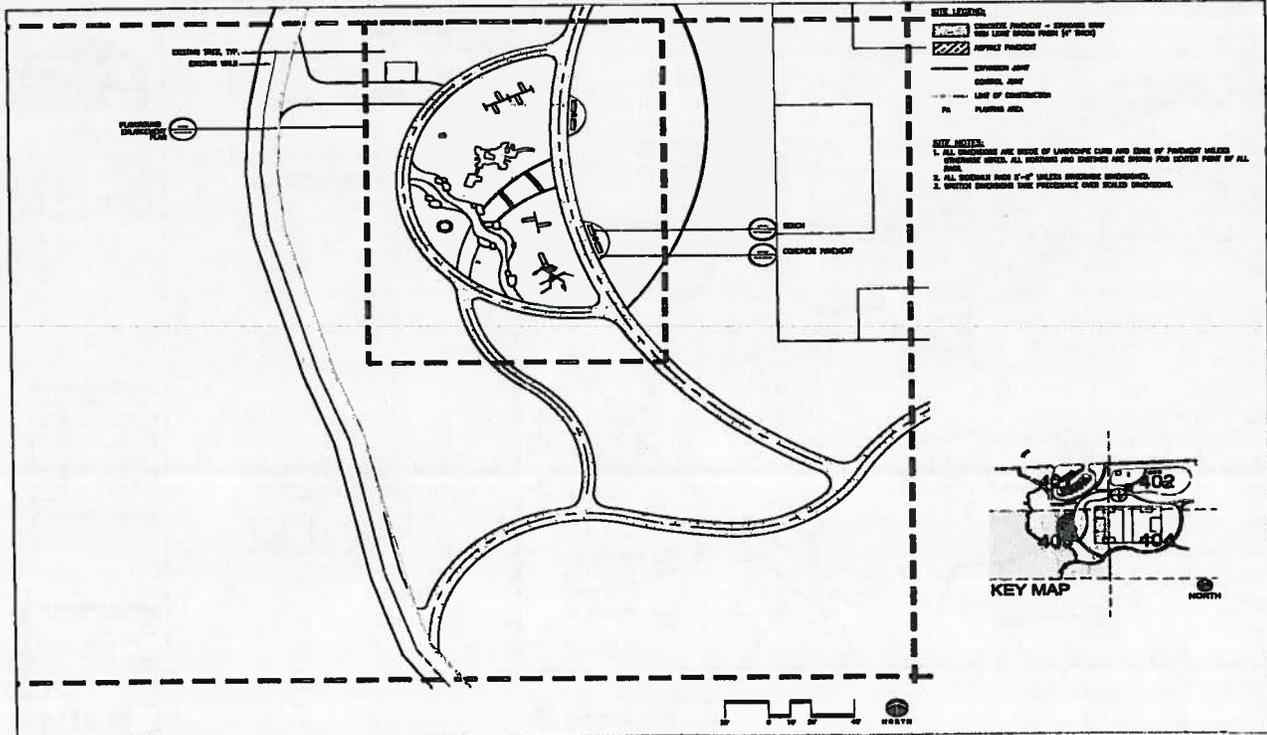
City of Laramie
 1000 14th Street
 Laramie, WY 82001
 307.733.3333

REV. COMMENT DATE

REV.	COMMENT	DATE

SCALE:

DATE: OCTOBER 2010
JOB NO.:
DRAWN BY: STJ
CHECKED BY: STJ
DRAWING TITLE: SITE PLAN ENLARGEMENT
SHEET NO.: LS402



OPTIMIST PARK

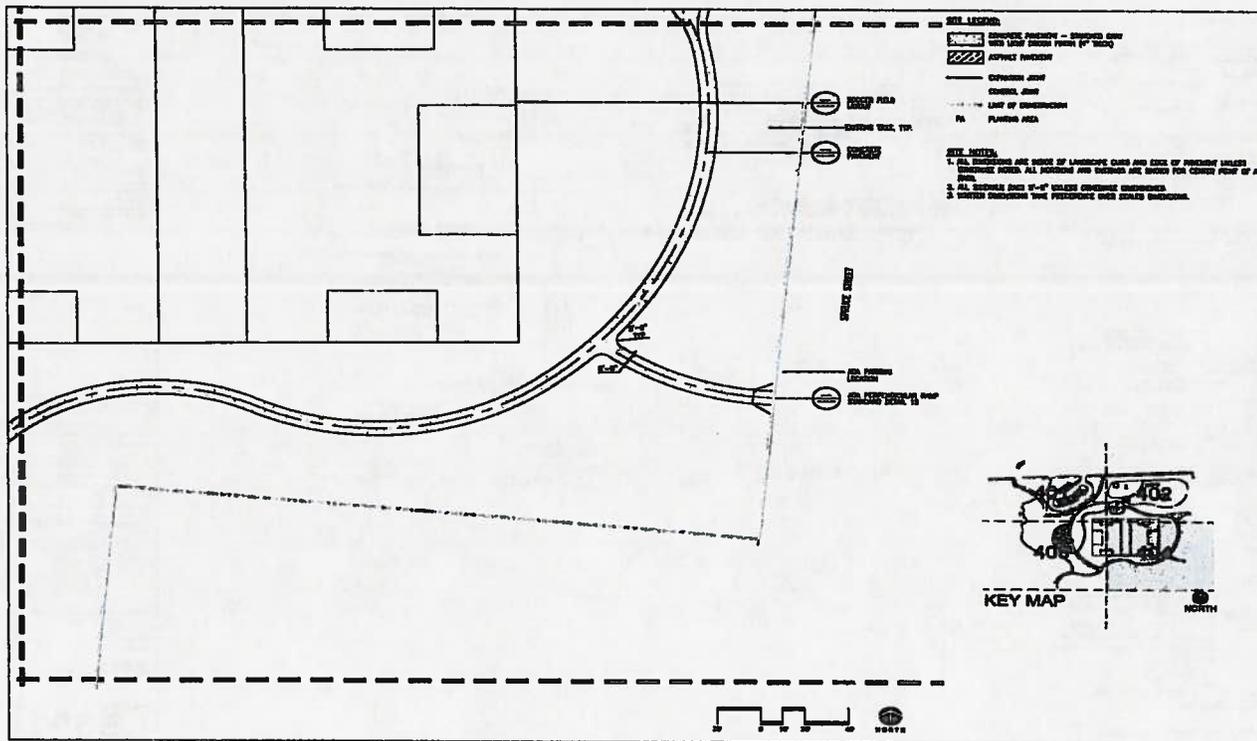
City of Laramie
 1000 14th Street
 Laramie, WY 82001
 307.733.3333

REV. COMMENT DATE

REV.	COMMENT	DATE

SCALE:

DATE: OCTOBER 2010
JOB NO.:
DRAWN BY: STJ
CHECKED BY: STJ
DRAWING TITLE: SITE PLAN ENLARGEMENT
SHEET NO.: LS403



OPTIMIST PARK

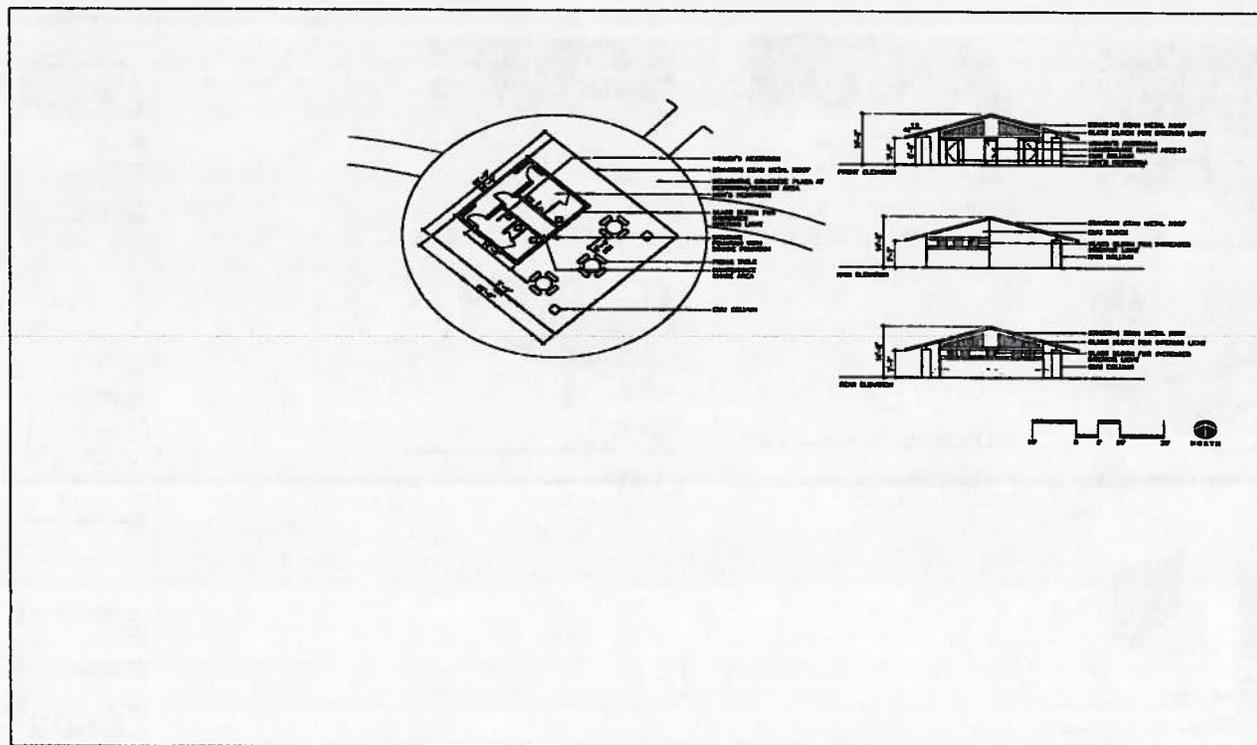
City of Laramie
 201-732-2200

201-732-2200

REV	COMMENT	DATE

DATE: OCTOBER 2010
JOB NO.:
DESIGNED BY: JLD
CHECKED BY: PM
DRAWING TITLE: SITE PLAN ENLARGEMENT
SHEET NO.: LS404

SCHEMATIC DESIGN DOCUMENTS



OPTIMIST PARK

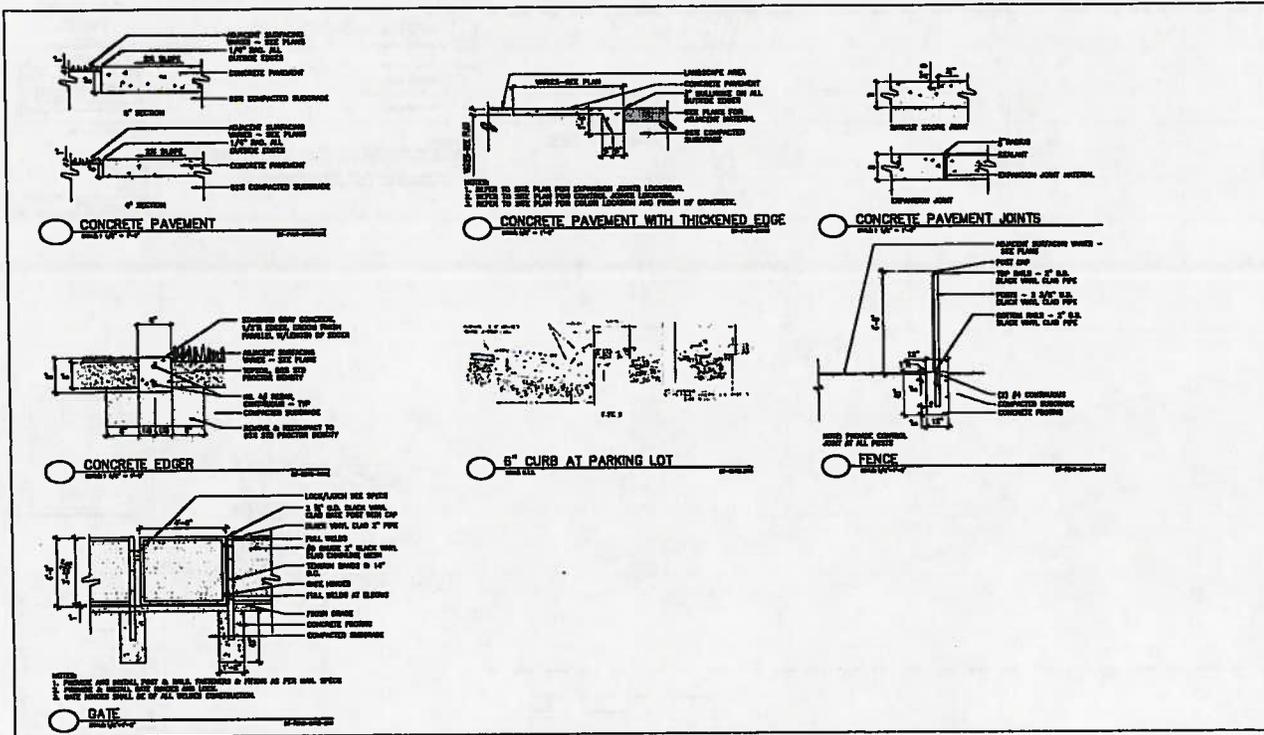
City of Laramie
 201-732-2200

201-732-2200

REV	COMMENT	DATE

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JOB NO.:
DESIGNED BY: JLD
CHECKED BY: PM
DRAWING TITLE: BATHROOM ENLARGEMENT
PLAN
SHEET NO.: LS405

SCHEMATIC DESIGN DOCUMENTS



OPTIMIST PARK

City of Laramie
100 West 10th Street, Suite 101
Laramie, Wyoming 82001
307.733.2222

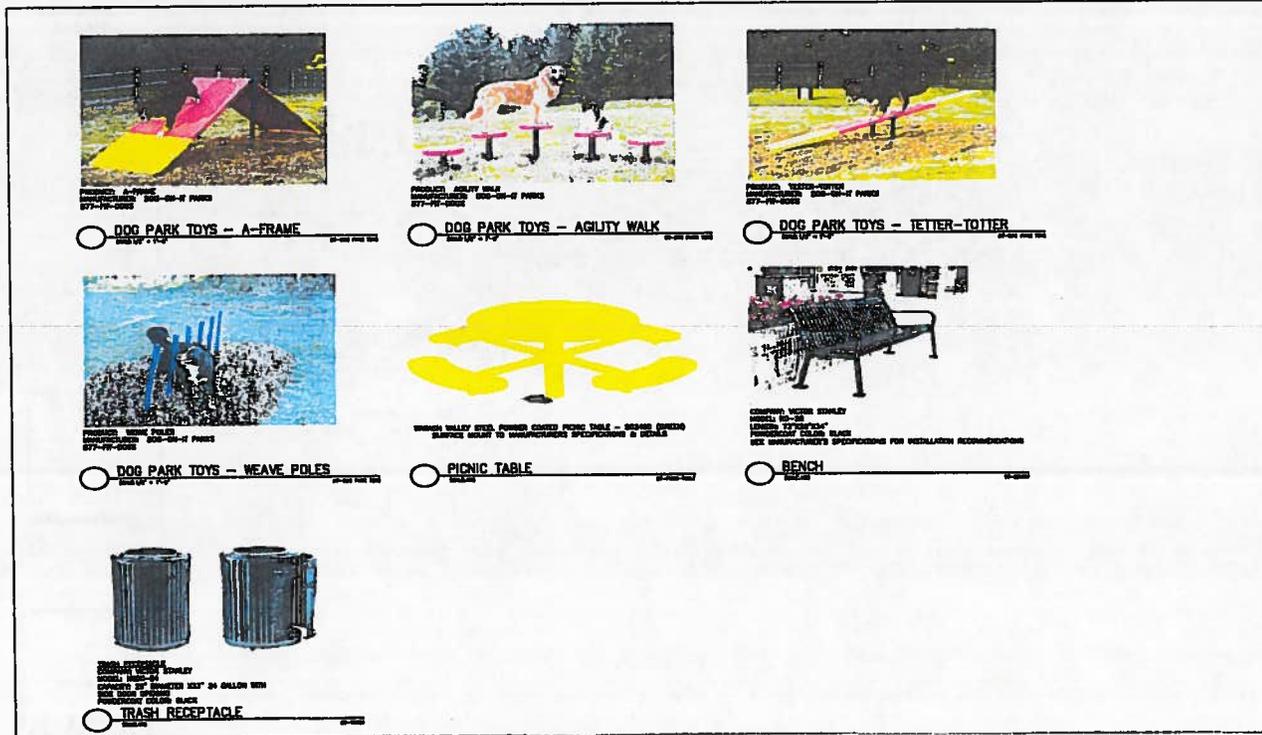
REV. COMMENT DATE

REV.	COMMENT	DATE

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JOB NO.:
DRAWN BY: AS
CHECKED BY: JAS
DRAWING TITLE:
SITE DETAILS

SHEET NO. **LS501**

SCHEMATIC DESIGN DOCUMENTS



OPTIMIST PARK

City of Laramie
100 West 10th Street, Suite 101
Laramie, Wyoming 82001
307.733.2222

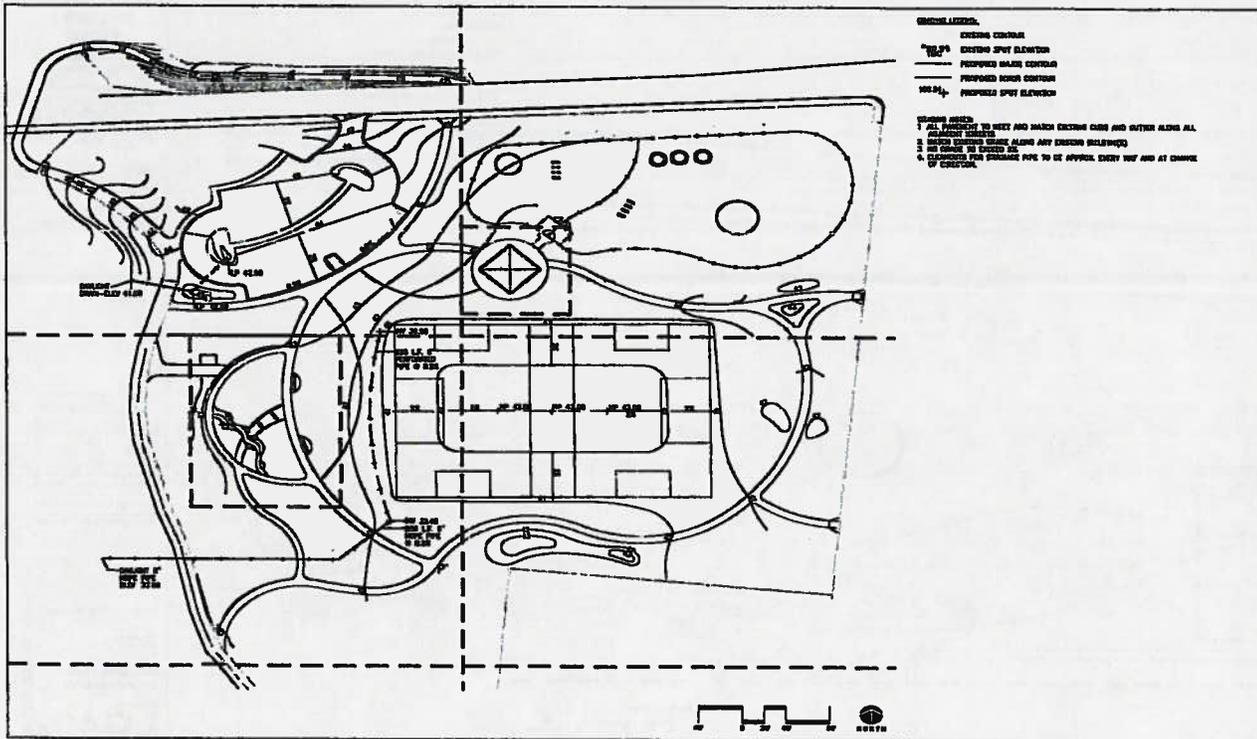
REV. COMMENT DATE

REV.	COMMENT	DATE

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JOB NO.:
DRAWN BY: AS
CHECKED BY: JAS
DRAWING TITLE:
SITE DETAILS

SHEET NO. **LS502**

SCHEMATIC DESIGN DOCUMENTS



GENERAL LEGEND

EXISTING CONTOUR
 102.75 EXISTING SPOT ELEVATION
 PROPOSED MAJOR CONTOUR
 PROPOSED MINOR CONTOUR
 102.75 PROPOSED SPOT ELEVATION

GRADING NOTES

1. ALL PROPOSED TO BE SET AND MATCH EXISTING CORN AND ENTER ALONG ALL EXISTING BOUNDARIES
2. MATCH EXISTING CORN ALONG ANY EXISTING BUILDINGS
3. SEE SHEET LG 102 FOR 10' WIDE PAVEMENT
4. CLEARANCE FOR DRAINAGE PIPE TO BE APPROX. EVERY 10' AND AT CHANGE OF DIRECTION

OPTIMIST PARK

City of Laramie
 Planning & Development
 202-221-2222

M&M
 202-221-2222

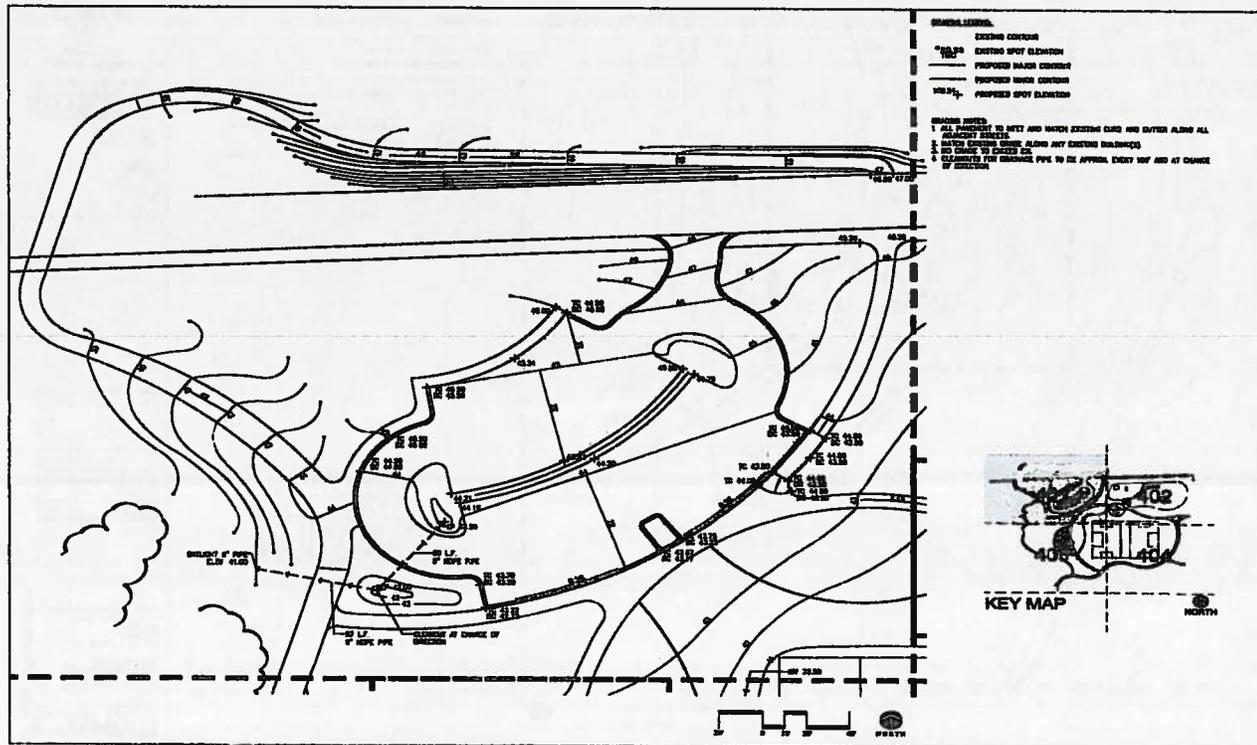
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 JOB NO.
 DRAWN BY: JZ
 CHECKED BY: JZ

DRAWING TITLE:
OVERALL GRADING PLAN

SHEET NO.
LG101

SCHEMATIC DESIGN DOCUMENTS

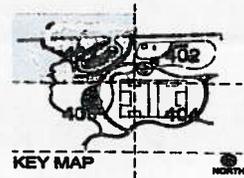


GENERAL LEGEND

EXISTING CONTOUR
 102.75 EXISTING SPOT ELEVATION
 PROPOSED MAJOR CONTOUR
 PROPOSED MINOR CONTOUR
 102.75 PROPOSED SPOT ELEVATION

GRADING NOTES

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2. MATCH EXISTING CORN ALONG ANY EXISTING BUILDINGS
3. SEE SHEET LG 102 FOR 10' WIDE PAVEMENT
4. CLEARANCE FOR DRAINAGE PIPE TO BE APPROX. EVERY 10' AND AT CHANGE OF DIRECTION



OPTIMIST PARK

City of Laramie
 Planning & Development
 202-221-2222

M&M
 202-221-2222

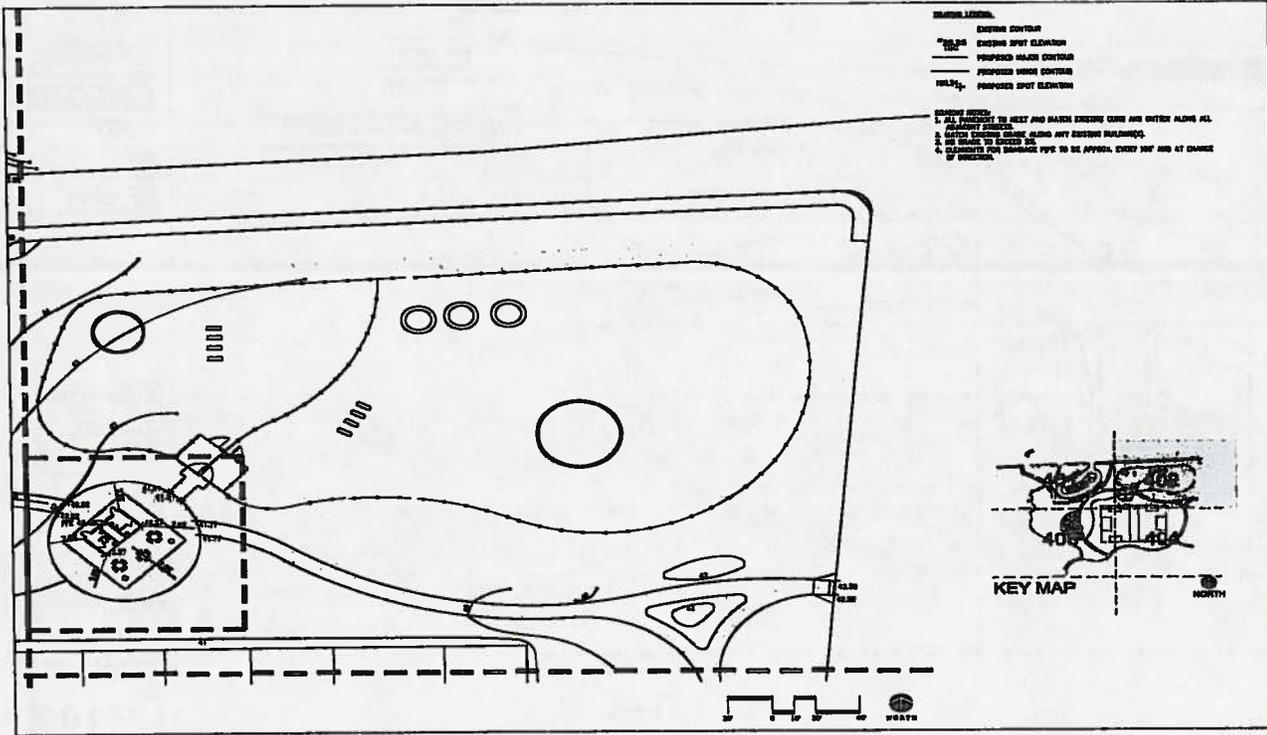
REV	COMMENT	DATE

DATE: OCTOBER 2010
 JOB NO.
 DRAWN BY: JZ
 CHECKED BY: JZ

DRAWING TITLE:
**GRADING PLAN
 LEVEL ARRANGEMENT**

SHEET NO.
LG401

SCHEMATIC DESIGN DOCUMENTS



OPTIMIST PARK



City of Laramie
200 Jackson Street
307.721.2300

RAM
Laramie, WY 82001
300 North Lincoln Street
307.721.2300

REV.	COMMENT	DATE

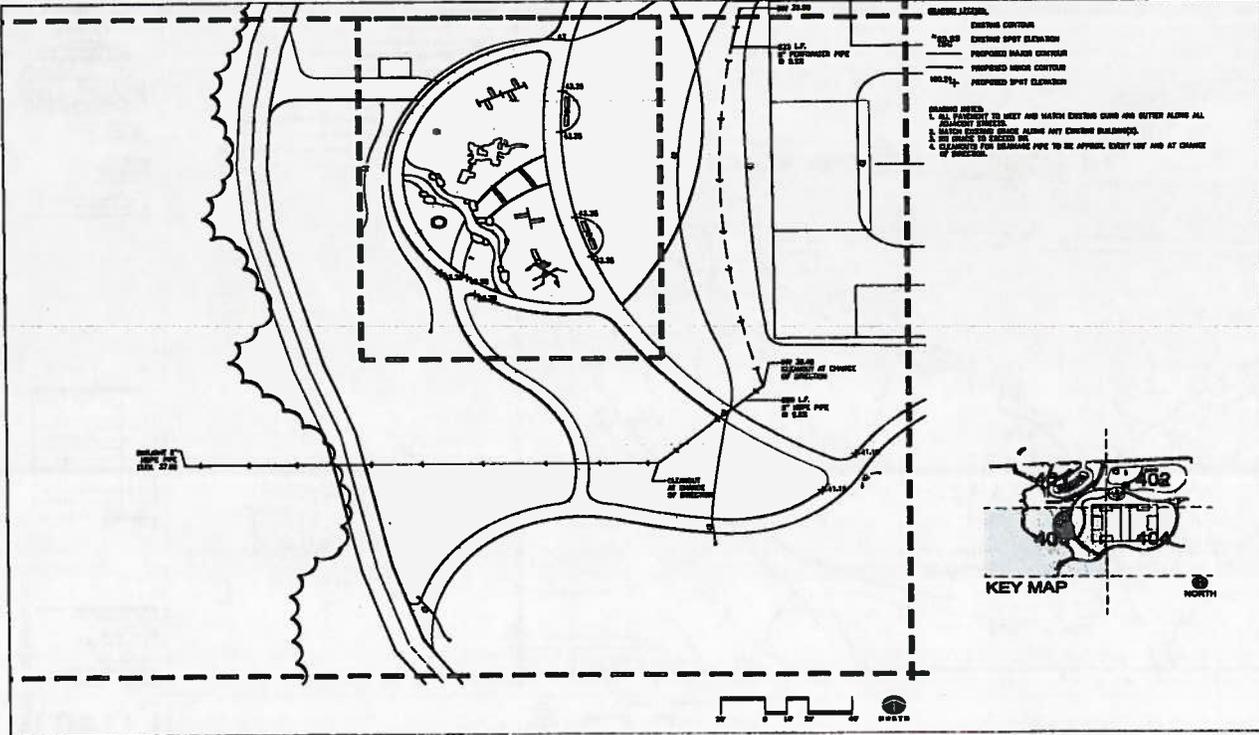
SEAL:

DATE: OCTOBER 2010
JOB NO.:
DRAWN BY: JAS
CHECKED BY: JAS

DRAWING TITLE:
**GRADING PLAN
ENLARGEMENT**

SHEET NO.:
LG402

SEPARATE DESIGN DOCUMENTS



OPTIMIST PARK



City of Laramie
200 Jackson Street
307.721.2300

RAM
Laramie, WY 82001
300 North Lincoln Street
307.721.2300

REV.	COMMENT	DATE

SEAL:

DATE: OCTOBER 2010
JOB NO.:
DRAWN BY: JAS
CHECKED BY: JAS

DRAWING TITLE:
**GRADING PLAN
ENLARGEMENT**

SHEET NO.:
LG403

SEPARATE DESIGN DOCUMENTS

April 14, 2016

Todd Feezer
City of Laramie
Parks and Recreation Department
P.O. Box C
Laramie, WY 82073

Dear Todd,

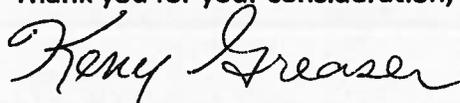
I am writing on behalf of the Optimist/Rotary Park. Although I am a Rotarian, I am writing this letter because of my family's history with the park. My great grandfather Michael Carroll was born in Ireland and immigrated to the US. He became a paymaster for the US government and transported freight and Army payrolls between Leavenworth KS and Salt Lake City Utah. On one of his return trips in 1866 he stopped at the present site of Laramie and was hired to assist in the erection of the buildings at Fort Sanders. In 1868, he resigned his position with the government and took up his residence in Laramie which was a tent village at that time. He acquired by Homestead all the land lying between the Union Pacific tracks and the Laramie River. He later lost all of the land but 40 acres through suits in the courts. He subsequently moved his family to a ranch on in the Little Laramie Valley.

Optimist Park is located on the 40 acres that he retained. My Mother told stories to us that she heard from her aunts and father about living in a home on that site and about early Laramie. My uncle Howard Carroll became the owner of Optimist Park and leased it to the City for a nominal amount for years. Recently my Cousin Teri Carroll sold the park land to the City.

My father G. J. Greaser was an Optimist when I was a child. I am not sure whether he was involved in the Park, but I do remember my family being involved in other Optimist activities.

In conclusion, I support the name change for two reasons. First is that Rotary is a very active and engaged service club. I have no doubt that having Laramie Rotary involved with that park will allow Rotarians to improve the park through various service projects in the future. Second, it is gratifying to have a part of my family history continue to serve the families of Laramie.

Thank you for your consideration,



Kerry Greaser



First Interstate Bank
221 Ivinson Street
P.O. Box 1307
Laramie, WY 82073-1307
307-721-4600
www.firstinterstatebank.com

April 22, 2016

Laramie Parks Advisory Committee
406 Ivinson Avenue
Laramie WY 82070

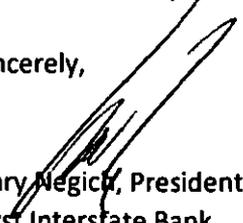
To Whom It May Concern:

I am writing this letter in support of renaming Optimist Park to Rotary Park.

- The Laramie Rotary Clubs have demonstrated good will and integrity
- Rotary has been a vital force in community service in Laramie for almost one hundred years
- Rotary wants to further these purposes through involvement and improvement of Rotary Park
- Rotary desires to establish a framework for a productive working relationship for ongoing improvements for Rotary Park

Renaming Optimist Park to Rotary Park will result in improvement of the park's image and the image of Laramie. Thank you for your consideration of this proposal.

Sincerely,



Gary Negich, President
First Interstate Bank

*John F. Freeman
1703 South 17th Street
Laramie, WY 82070*

April 21, 2016

To: Members, Laramie Parks, Trees and Recreation Advisory Board

Subject: Rotary Clubs' Proposed Gift to City Designated for Optimist Park

As a resident of Laramie, I urge you to favorably consider the proposed memorandum of understanding between the City and our two Rotary Clubs concerning Optimist Park; and to forward your recommendation for approval to the City Council.

Rotary has a long record in support of projects and activities that have contributed to the betterment of our community, in particular to those amenities that contribute to more healthful living as well as to the appearance of the community for residents and visitors alike. Over the past year, both clubs have been looking into possible opportunities for investment of time and money in park improvements. Based on conversations with city staff members and other interested parties, we have concluded that the most immediately feasible project is improvements in Optimist Park.

Rotary is fortunate to have members actively engaged in restoration of the Laramie River. Connecting Optimist Park more closely with river-bank conservation would contribute to conservative use of the area and provide opportunities for engaging "town and gown" together in useful work activities.

Much has been done already to restore the river corridor, and to make it more central to community life. More needs to be done. Improvement of Optimist Park represents a useful step toward a much more ambitious long-term venture, which should be of interest to civic clubs and to community members at large.

Thank you for your consideration.



*Law Offices of
Prehoda, Leonard & Edwards, LLC
1273 North 15th Street, Suite 101
P. O. Box 789
Laramie, Wyoming 82073-0789*

Telephone: (307)742-7896
Fax: (307)742-9799

www.laramielaw.com

Donald P. Prehoda, Jr., P.C.
dpp@laramielaw.com
Robert H. Leonard, * P.C.
bleonard@laramielaw.com
Laurie H. Edwards, * P.C.
ledwards@laramielaw.com
Mario M. Rampulla, * P.C.
mrampulla@laramielaw.com

Aaron L. Tomisich, * LLC
atomisich@laramielaw.com
Jessica A. Schneider
jschneider@laramielaw.com

Fay Glissmann, Legal Asst.
fay@laramielaw.com
Logan L. Lee, Legal Asst.
lpape@laramielaw.com
Spencer McCoy, Legal Asst.
office@laramielaw.com
Marina Latchininsky, Legal Asst.
marina@laramielaw.com

* Admitted in Colorado

April 22, 2016

Laramie Parks, Trees & Recreation Advisory Board
Laramie City Council

Re: Memorandum of Understanding Rename Optimist Park as Rotary Park

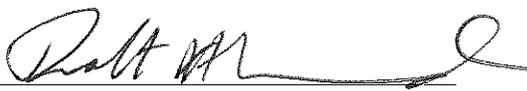
Dear Advisory Board Members and Councilors:

I wholeheartedly support the efforts of the Laramie Rotary Club to undertake the sponsorship of the City Park in West Laramie currently named Optimist Park and the approval of the Memorandum of Understanding (MOU) for that undertaking. I have been a member of the Laramie Rotary Club for over 15 years and am a past president of the club. I have no doubt the Rotary Club will fulfill the obligations set forth for the Club in the MOU and that Rotary's sponsorship of the Park will be mutually beneficial to the City of Laramie and Rotary.

I urge the Advisory Board to recommend approval of the MOU and the ultimate renaming of Optimist Park as Rotary Park and I urge the City Council to approve the MOU and the renaming of the Park.

Thank you for your community service.

Very truly yours,
PREHODA, LEONARD & EDWARDS, LLC

By: 
Robert H. Leonard

April 18, 2016

To the City of Laramie,

I write in support of the proposed Memorandum of Understanding (MOU) between the City of Laramie and the community's two Rotary Clubs. This is a classic win-win arrangement in which the two clubs will be able to fulfill their common goal of providing service to the community, and in return, the residents of Laramie (particularly those on the West Side) will benefit from this volunteer effort with an enhanced recreational experience that will be sustained perpetually.

Based upon first-hand experiences, I am quite confident that both Rotary Clubs will fulfill the commitments they are making in the MOU, particularly with regard to maintaining and improving the outdoor experience that the park affords. I was a member of the Sunrise Rotary Club for more than fifteen years, and during this time, volunteered regularly on many Club initiatives that benefited the community. These include: semi-annual highway cleanups along a two-mile stretch of Highway 230 just outside Laramie, participation in Community Clean-up Days, fundraisers for specific projects, help with Pancake breakfasts during Jubilee Days, and financial support for numerous individual and community-sponsored events in Albany County. These many efforts over the years always had two things in common – Sunrise Rotary fulfilled its commitments every time and the Club's efforts benefited the community.

While I have never been a member of the Rotary Club of Laramie (the "noon" club), I have had many occasions over the years to interact with its members and attend some of its meetings. Like the Sunrise Club, these individuals are some of the best leaders in our community and have contributed substantially over the years in labor and money to the well-being of our town. When they make a promise, you can take it to the bank.

The proposed work at Optimist (Rotary) Park is the latest expression of the deep, long-standing commitment these two organizations have made to Laramie and its people. I hope the City will move forward with this MOU.

Sincerely,

Mike Massie
1209 W Hill Road
742-5383

April 19.2016

To the City of Laramie Administration, Members of Laramie City Council and Parks and Recreation Department,

This letter is to support the combined efforts of our communities two Rotary Clubs and the Memorandum of Understanding (MOU) with the City of Laramie with regard to renaming Optimist (Rotary) Park, providing funding for possible improvements and their pool of volunteers to assist in any future efforts to enhance the recreational experience there.

Over many years both of these civic organizations have been involved in many activities that have benefited the community whether that was fund raising for specific projects or providing volunteers for various community sponsored events. Their track record in these efforts, has been, and will continue to be something we can rely on as it relates to their commitment to this endeavor. Their pledge of funding an endowment shows their promise of involvement in the future with this project.

Through our office, we have established the Legends of Laramie Tour and one of the 15 locations is in Optimist Park. There, visitors will find a Legends sign with a Quick Response code that, once scanned, gives them an interactive experience about Jacques La Ramee whose name not only graces our city but about his life experiences in the area and on the Laramie River that passes through the park. Any involvement offered by the Rotary Clubs of Laramie will only help to improve the visitor experiences to this location.

Approving this MOU it would be a *WIN WIN* for everyone involved including the citizens of Laramie. It is our hope that the City will agree by its action to approve. We appreciate your consideration in this matter and look forward to reading about this exciting partnership.

Sincerely,



Fred Ockers, Executive Director
Albany County Tourism Board/Laramie Area Visitor Center
210 E. Custer Street, Laramie, WY 82070
307-745-4195



1909 Vista Drive
Laramie, Wyoming 82070
307-745-8851
www.premierboneandjoint.com

Michael C. Kaplan, MD
Non-Operative and Interventional
Spine Care

Thomas A. Bienz, MD
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General Orthopedics

Jay G. Carson, MD
Sports Medicine
Total Knee Replacement

Daniel E. Levene, MD
Sports Medicine
Knee and Shoulder Specialist

Ryan A. Aukerman, MD
Sports Medicine
Knee and Shoulder Specialist
U.W. Team Physician

Mark McKenna, MD
Shoulder, Elbow and Hand Specialist
Total Joint Replacement
U.W. Team Physician

William S. Bademer, MD
Spinal Surgery
Minimally Invasive Surgery
Spinal Injections



OFFICIAL TEAM
PHYSICIANS FOR
THE UNIVERSITY
OF WYOMING
ATHLETICS

President Larry,

First of all, I would like to say a hearty thank you to you and the Board for the tremendous amount of effort that you put into establishing this Memorandum of Understanding and working with the Sunrise Rotary Club to come together to initiate a project that is beneficial for the City as well as putting some well-placed accolades with regard to the recognition of Rotary, as it has such an impact on the Laramie community.

Rotary has been a vital force in our community for almost 100 years; it goes without saying that it is long past due to afford some vehicle that allows for recognition of that community involvement. I feel that naming rights to this park is a very befitting and appropriate gesture. Good Job!

Premier Bone and Joint Centers (formerly Gem City Bone and Joint) has been around, serving the citizens of Laramie in orthopedic needs, for roughly half of the time as Rotary in serving the city. As for me, I have only been in Laramie for approximately three years, but in that same time, I have been involved in Rotary and can plainly see the benefits our club is responsible for in terms of the many, many efforts it exerts in our community.

In those three years of my tenure, PBJC has been fortunate enough to be able to be a key sponsor in the annual duck race event. We look forward to that event every year and many of our employees are involved. We feel that having such an event in our own Rotary name sake park is an awesome concept. PBJC plans to use the park for company functions.

Summarizing, I fully support this effort that the two Rotary clubs are attempting and would urge that those involved in the final decision-making process truly consider all the perks and benefits available to both the city as well as the Rotary community of Laramie. Let's make this happen!!

Thanks again for your tremendous contribution of time.

Tom Wolfe
Chief Executive Officer



April 19, 2016

Members of the Laramie City Council and
Ms. Janine Jordan, City Manager
406 Grand Avenue
Laramie, WY 82070

Dear Laramie City Council Members:

The Rotary Club of Laramie and the Laramie Sunrise Rotary Club (Rotary) have been working with the City of Laramie to establish a Rotary Park. Renaming the Optimist Park to the Rotary Park provides a wonderful opportunity for the City of Laramie, Laramie residents and Rotary. Trihydro understands that Rotary desires to assist the City through financial and voluntary involvement to maintain, as well as further develop and improve the Park.

Trihydro Corporation (Trihydro) would like to extend our support for the improvement, development and renaming of Optimist Park to the Rotary Park. Trihydro has approximately 150 employees based in Laramie. The Optimist/Rotary Park is located along the green belt approximately $\frac{3}{4}$ of a mile northeast of our headquarters office. Many Trihydro employees and families enjoy the green belt and Optimist/Rotary Park as part of their daily commute and/or recreational activities.

Assisting the City with this Park directly aligns with Rotary's goals, which include community health, youth assistance and community development. Trihydro's strategic plan includes continuing to grow here in Laramie, throughout Wyoming and across the country. Providing adequately maintained park and green belt facilities will benefit our employees, their families and our recruiting efforts. Well developed and well-kept parks and recreation areas should be an important part of our infrastructure and can be a differentiator for Laramie and Wyoming.

Sincerely,
Trihydro Corporation

A handwritten signature in black ink, appearing to read "Jack Bedessem", written over a horizontal line.

Jack Bedessem, P.E.
President/CEO

April 21, 2016

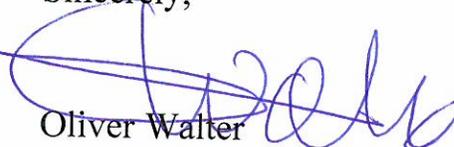
Laramie Parks Advisory Committee

Dear Members of the Board:

I write in strong support of the Laramie Rotary Club proposal to rename Optimist park to Rotary park. The proposal is clearly within the best interests of Laramie. Service is the basic reason to be for the Rotary Club and this is a great opportunity for the club to serve our community. As you are undoubtedly aware, there is no Optimist Club in Laramie. Thus, the park does not benefit from this association which de facto ended years ago. Association with the Laramie Rotary club, on the other hand, provides demonstrable benefits including a significant contribution to an endowment which will be devoted to park improvement. In addition, and equally important, the club promises to participate in efforts to maintain and improve the park through its considerable volunteer capacity.

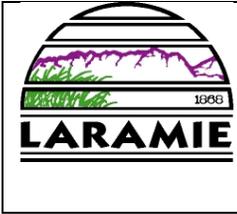
In sum, the association with Rotary will enhance the efforts of the city to maintain this park and increase its stature as an environmental attraction for all citizens of Laramie.

Sincerely,



Oliver Walter

PARKS, TREE & RECREATION ADVISORY BOARD REGULAR MEETING May 18, 2016



Agenda Item: Administration

Presentation

Title: Presentation from Leadership Laramie related to improvements planned for Boswell Park.

Recommended Board MOTION:

Presentation

Administrative or Policy Goal:

The Board will review annually the condition and status of all City parks and support the enhancement of existing park amenities.

Background:

Presentation discusses the idea presented by Leadership Laramie to provide for improvements and a way finding structure at Boswell Park.

Legal/Statutory Authority: N/A

BUDGET/FISCAL INFORMATION:

REVENUE

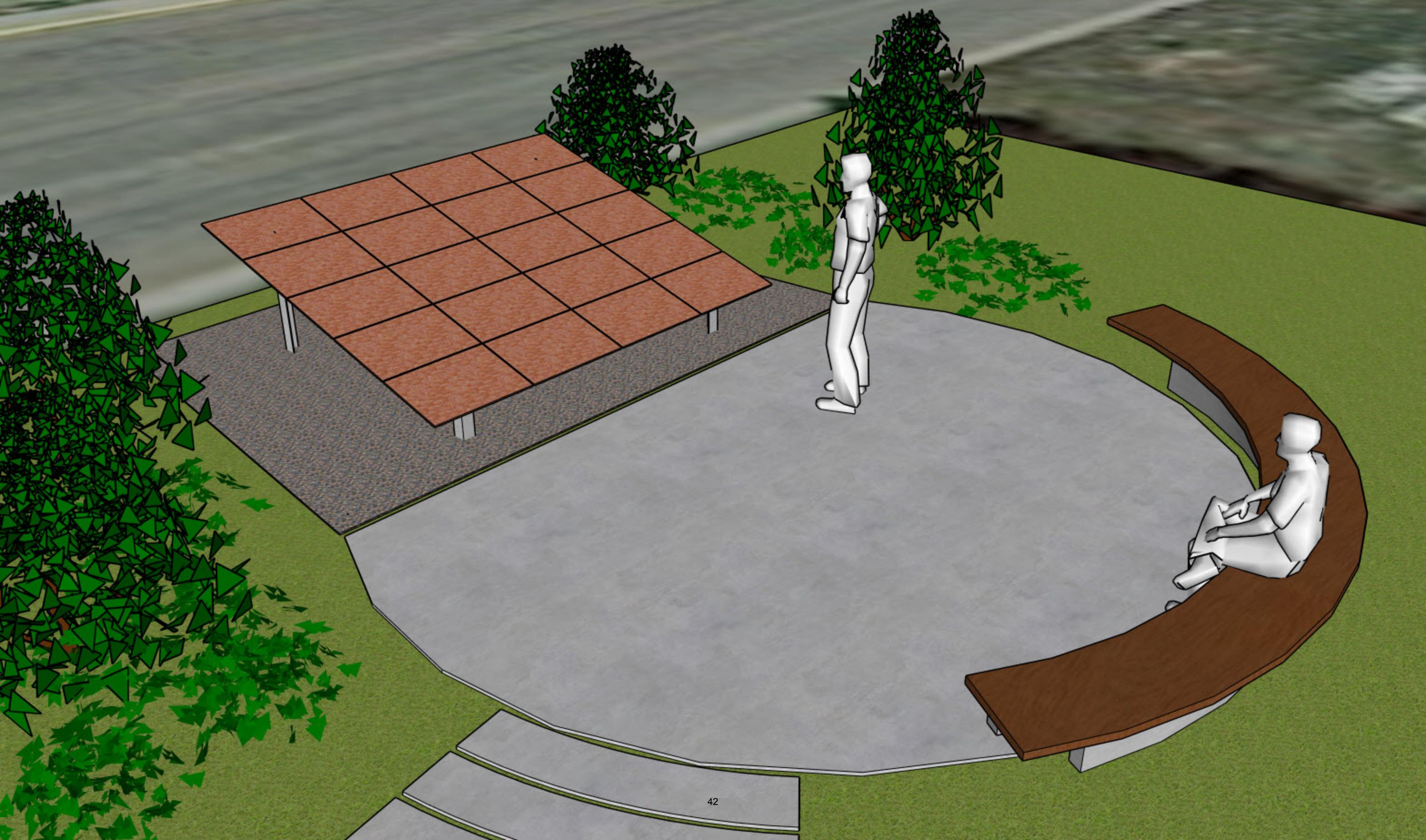
EXPENSE

Responsible Staff:

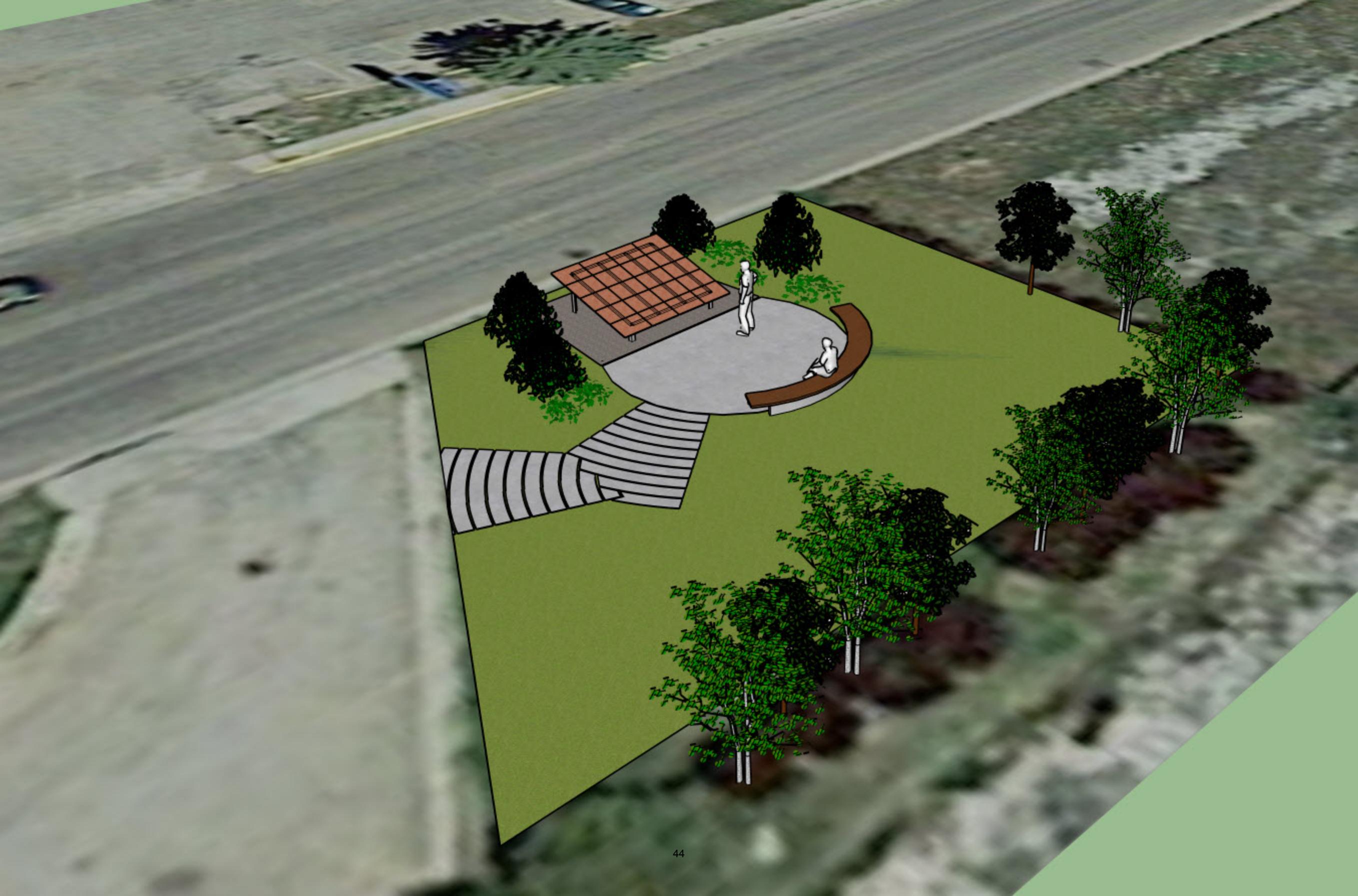
Choose an item.

Gustave Anderson, Leadership Laramie

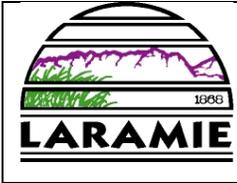
Attachments: PowerPoint Presentation







PARKS, TREE & RECREATION ADVISORY BOARD REGULAR MEETING May 18, 2016



Agenda Item: Administration

Discussion Item

Title: Parks, Tree & Recreation Advisory Board Goals

Recommended Board MOTION:

I move that the Parks, Tree & Recreation Advisory Board approve the 2016 Goals and incorporate them into the operations of the board until replaced by future board actions.

Administrative or Policy Goal:

N/A

Background:

Annually the Parks, Tree & Recreation Advisory Board has adopted goals to provide direction for the operations of the board. These goals will set the framework for the board and provide clear direction for the staff of the Parks & Recreation Department as to the functions and desires of the board.

Legal/Statutory Authority:

N/A

BUDGET/FISCAL INFORMATION:

REVENUE

EXPENSE

Responsible Staff:

Choose an item.

Attachments: Proposed Goals

2016 Parks, Tree & Recreation Advisory Board

Goals

1. Revisit the Parks and Recreation Master Plan in the course of board activities and use it as a roadmap when making decisions.

Goal 1 Comments:

2. Look for ways to connect the various greenbelt trails and encourage development of the trail system in Laramie.

Goal 2 Comments:

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.

Goal 3 Comments:

4. Encourage the further development of dog parks and off leash areas.

Goal 4 Comments:

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.

Goal 5 Comments:

6. Send a representative from the advisory board to City Council meetings to ensure a voice in the decision making process.

Goal 6 Comments:

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.

Goal 7 Comments:

8. Maintain the department mission around accessibility and affordability.

Goal 8 Comments:

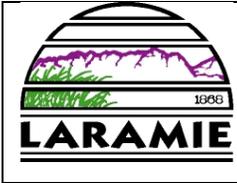
9. Encourage the beautification of community entryways.

Goal 9 Comments:

10. Develop a sub-committee for the thorough review of the Monolith Ranch and for the creation of a formal community recreation plan that includes robust citizen input.

Goal 10 Comments:

PARKS, TREE & RECREATION ADVISORY BOARD REGULAR MEETING May 18, 2016



Agenda Item: Recreation

Presentation

Title: Overview of Laramie Ice & Event Center Operation – 2015 to 2016

Recommended Board MOTION:

Presentation

Administrative or Policy Goal:

The Board will review annually the condition and status of all City parks and support the enhancement of existing park amenities.

Background:

PowerPoint Presentation. Presentation discusses the operations of the Laramie Ice & Event Center. Presented by Devin Gacia, Ice & Event Coordinator.

Legal/Statutory Authority: N/A

BUDGET/FISCAL INFORMATION:

REVENUE

EXPENSE

Responsible Staff:

Choose an item.

Devin Garcia, Ice & Event Coordinator

Attachments: PowerPoint Presentation



Laramie Community Ice & Event Center

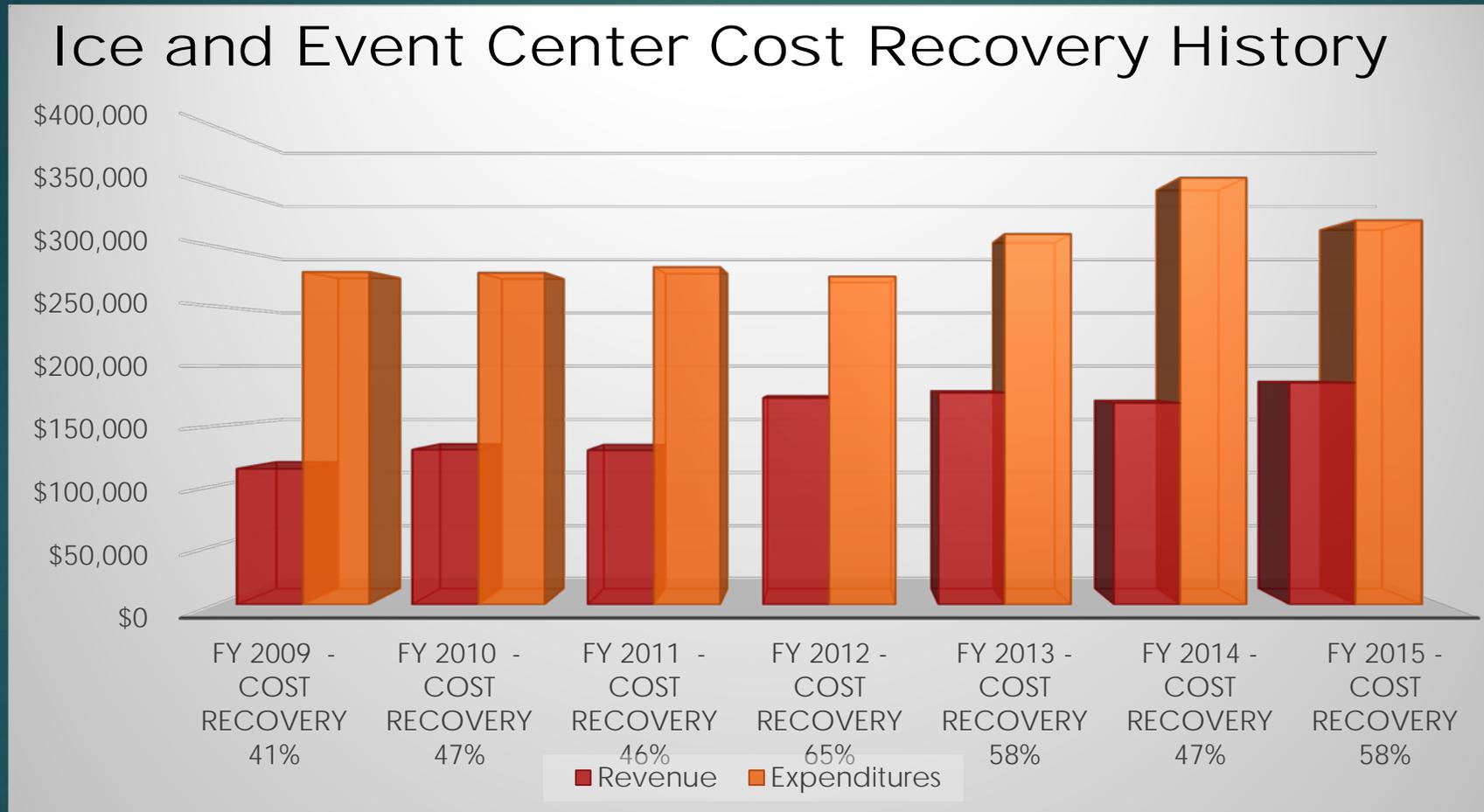
-Presented by Devin Garcia, Ice & Event Coordinator

What we do...

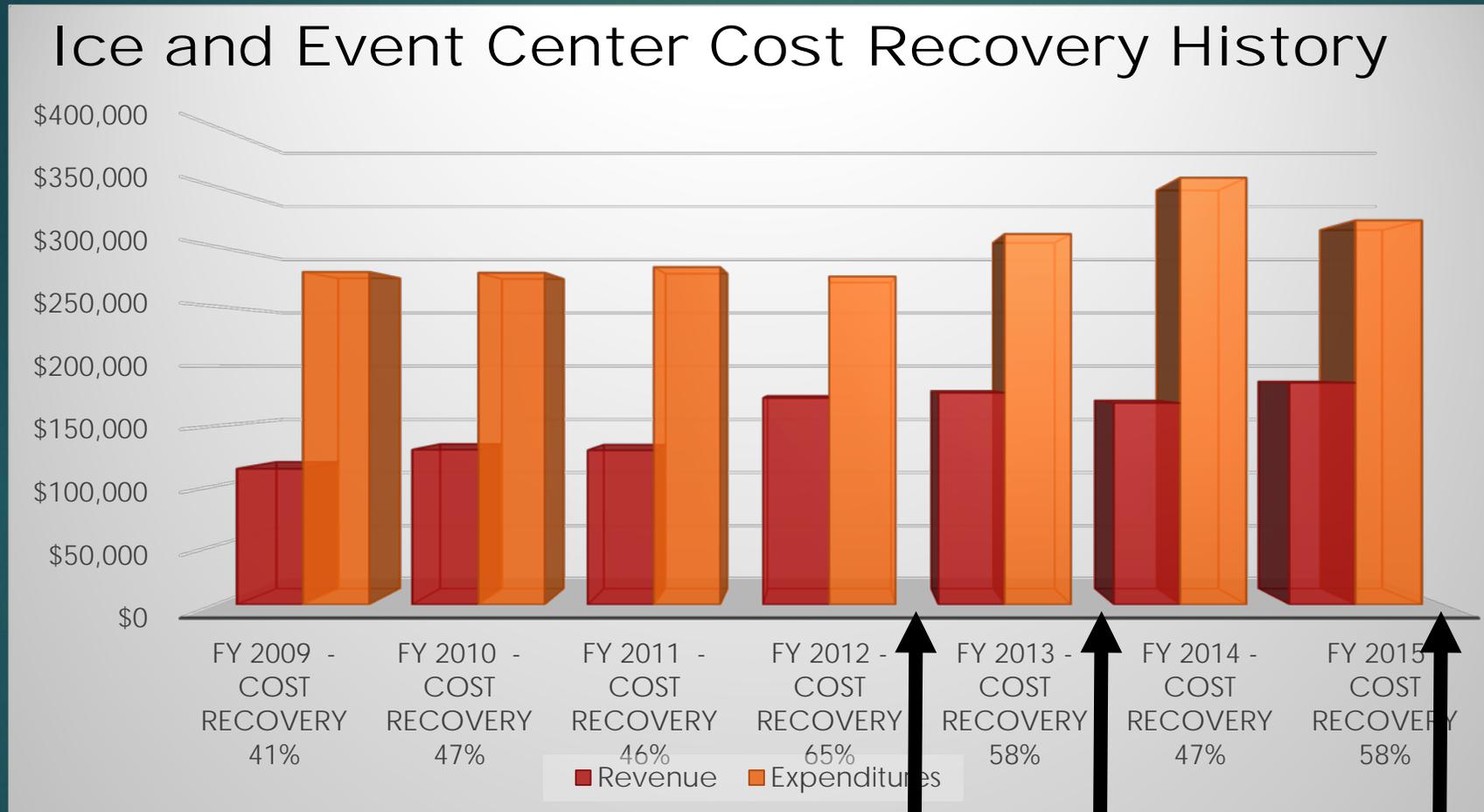
- ▶ Ice Season (Oct.-Mar.)
 - ▶ Private rentals
 - ▶ LAHC, UW Hockey, COED Hockey, Birthday Party Rentals
 - ▶ Public Events
 - ▶ Public Skate, Drop-In Hockey, Drop-In Figure Skating
 - ▶ Lessons and Leagues
 - ▶ Skating Lessons (ISI), Private Lessons, Speed Skate Lessons, Curling League, Broomball League
- ▶ Event Season (Apr.-Aug.)
 - ▶ Public Events
 - ▶ Public Roller Skate, Drop-In Soccer, Laramie Fun Factory, Birthday Party Rentals
 - ▶ Private Rentals
 - ▶ Weddings, Various Events (COL Wellness Fair, Project Graduation, Arbor Day Tree Sale)



Historic Performance



Contributing Factors



Change of Coordinators

Critical Changes

- ▶ Scheduling
 - ▶ Compressing "Low Usage" times (Skating Lessons, Speed Skating)
 - ▶ Increasing "High Usage" times (LAHC, Figure Skating, Public Skate)
 - ▶ Strategic scheduling (Public Skate during lunch)
- ▶ Operating
 - ▶ Strategic employee scheduling
- ▶ Inventory Management
 - ▶ Batch purchasing over bulk purchasing
- ▶ Program Expansion
 - ▶ Implementation of new programs with high public demand

ICE RINK USER SCHEDULE 2015-2016								
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
5:00AM								5:00AM
5:15								5:15
5:30								5:30
5:45								5:45
6:00	Freestyle	Freestyle	LAHC	Freestyle	Freestyle	Freestyle		6:00
6:15	6-8am	6-8am	6-7am	6-8am	6-8am	6-7:45am		6:15
6:30			Skills					6:30
6:45			6:00-7:00					6:45
7:00			Ice				Freestyle	7:00
7:15			Maintenance				7-8:30am	7:15
7:30			7-11am					7:30
7:45						Resurface		7:45
8:00	Ice	Ice		Ice	Ice	LAHC		8:00
8:15	Maintenance	Maintenance		Maintenance	Maintenance	8-10:30am		8:15
8:30	8-11am	8-11am		8-11am	8-11am	Initiation: Games	Resurface	8:30
8:45						8:00-8:45	Hockey Game	8:45
9:00						Cross- Ice Games	Slot 8:45-10:45	9:00
9:15						8:45-9:30	or	9:15
9:30						U8	Speedskating	9:30
9:45						Cross- Ice Games	8:45-10:45am	9:45
10:00						9:30-10:15	Or	10:00
10:15						U8	Public Skate	10:15
10:30						Resurface		10:30
10:45						Learn to Skate	Resurface	10:45
11:00						10:45-12:45am	Resurface	11:00
11:15							Drop in Curling	11:15
11:30	Public Skate		Public Skate		Public Skate		11:15am-1pm	11:30
11:45	11:30-1:30		11:30-1:30		11:30-1:30			11:45
12:00PM								12:00PM
12:15								12:15
12:30								12:30
12:45						Resurface		12:45
1:00						Public Skate	Public Skate	1:00
1:15						1-3pm	1-3pm	1:15
1:30	**Resurface**		**Resurface**		**Resurface**			1:30
1:45								1:45
2:00								2:00
2:15								2:15
2:30					Stick and Puck			2:30
2:45					2:30-3:30pm			2:45
3:00						Resurface	Resurface	3:00
3:15			Freestyle			Stick and Puck	COED	3:15
3:30			3:15-4:15pm		Resurface	3:15-4:15	3:15-4:15	3:30
3:45					Freestyle/ Show Practice			3:45
4:00	LAHC	LAHC		LAHC				4:00
4:15	4:00-7:45pm	4:00-5:30pm	LAHC	4:00-5:30pm	4 - 5:30pm	Resurface	Resurface	4:15
4:30	Initiation	Skills #1	4:15-6:45pm	Squirts #2		Hockey Game	Resurface	4:30
4:45	4:00-4:45	4:00-4:45	U8	4:00-5:00		Slot 4:30-6:45	Broomball	4:45
5:00	U8	Skills #2	4:15-5:00	Squirts #1		or	or	5:00
5:15	4:45-5:30	4:45-5:30	Skills #3	4:30-5:30		Public Skate	Curling	5:15
5:30	Resurface	Resurface	5:00-5:45	Resurface	Resurface	4:30-6:30	4:45-8:30pm	5:30
5:45		Learn to Skate	Squirts (Both)	Learn to Skate	Public Skate			5:45
6:00	Goalies		5:45-6:45		5:45-7:45pm			6:00
6:15	5:45-6:30	5:45-6:45pm		5:45-6:45pm				6:15
6:30	Girls							6:30
6:45	5:45-6:45	Resurface	Resurface	Resurface		Resurface		6:45
7:00	PeeWees	LAHC	Learn to Speed	LAHC		UW Game Slot		7:00
7:15	6:45-7:45	6:45-9:00pm	Skate - Beg.	6:45-9:00pm		7:00-9:30		7:15
7:30		Bantams	7-8pm	PeeWees/Bantam		or		7:30
7:45	Resurface	7:00-8:00		7:00-8:00	Resurface	Public Skate		7:45
8:00	Learn to Speed	Midgets/HS	COED	Midgets/HS	Public Skate	7:00-9:00		8:00
8:15	Skate - Inter.	8:00-9:00	8-9pm	8:00-9:00	8:00-10:00pm			8:15
8:30	8-9pm				or		Resurface	8:30
8:45					Learn to Curl			8:45
9:00	UW Men	Resurface	**Resurface**	Resurface	or			9:00
9:15	9-10:30pm	UW Men	Stick and Puck	UW Men				9:15
9:30		9:15-10:30pm	9:15-10:45pm	9:15-10:15pm	UW Game Slot	Resurface		9:30
9:45					8:00-10:30			9:45
10:00								10:00
10:15					Resurface			10:15
10:30	Resurface	Resurface			Resurface			10:30
10:45	Resurface	Resurface	Resurface					10:45
11:00								11:00
11:15								11:15
11:30								11:30
11:45								11:45
12:00A								12:00A
12:15								12:15
12:30								12:30

Key Factors

- ▶ Utilities
 - ▶ Because these costs don't vary much to keep the ice, we need to manage our time efficiently
- ▶ Personnel
 - ▶ Effective scheduling for shifts and event coverage
 - ▶ Better training practices
- ▶ Cost Recovery
 - ▶ Event season bookings
 - ▶ Public Event Offerings



Results

- ▶ Laramie Fun Factory
 - ▶ Currently 62% cost recovery for 2016 budget

Laramie Fun Factory at the Laramie Ice & Event Center

Bring the family out for a night full of fun and excitement! Roller Skating, Music, Disco Lights, Inflatable Slide, Obstacle Course, Games, Prizes, and now J Bow Tag!

Admission for Events*: \$5 J Bow Tag**: \$5 per game (\$4 with Student I.D.)
 Roller Skate Rental: \$2.25 \$20 all night pass
 * Admission includes unlimited use of inflatables **Admission is required

J Bow Tag will have exclusive discounts throughout the event which will require patrons to be present to utilize. J Bow Tag recommends that participants plan ahead and bring a team. Archery Tag is recommended for ages 10+

The Laramie Ice & Event Center is located at 3510 E. Garfield St. Laramie, WY. 82072

Visit our website or scan the link for up-to-date schedules!

LARAMIE COMMUNITY Recreation Center
A PLACE FOR ALL

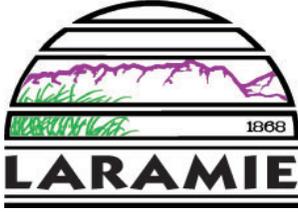
Find out more about bow tag at jbowtag.com or scan the link!

Laramie Fun Factory	
Revenue/Expense Report	
For event on April 30th, 2016	
Revenues:	
Admission 5+	\$ 400.00
Admission Under 5	\$ 35.00
Skate Rentals 5+	\$ 112.50
Skate Rentals Under 5	\$ 15.00
Concessions	\$ 316.70
Birthday Party Packages	\$ 230.00
15% due from J Bow Tag	\$ 81.75
Total:	\$ 1,190.95
Expenses:	
Salaries	\$ 183.02
Utilities	\$ 80.00
Concessions Inventory	\$ 114.90
Total:	\$ 377.92
Total Revenues Over Expenses:	\$ 813.04

Moving Forward

- ▶ For Future Growth
 - ▶ Ice time-management
 - ▶ Facility improvements
 - ▶ Increased public events
- ▶ For Future Cost Recovery
 - ▶ Fulfillment of growth goals
 - ▶ Long-term Coordinator
 - ▶ Trained, knowledgeable, and efficient staff (customer service)
 - ▶ Budget management (batch buying over bulk buying)





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

To: Parks, Tree & Recreation Advisory Board
Fr: Todd Feezer, Parks & Recreation
Date: May 18, 2016
Re: April/May 2016 Activities

Parks & Recreation Administration:

- Cirrus Sky Technology Park Trail project is moving along well. Designs for both the east and west portions of the trail have been submitted for review by the engineering firm. Trail design does not currently include a bridge over 22nd street or public art work. Staff is working with LPAC on possible grant funding for artwork.
- Imperial Heights Park Phase I & II is out to bid. Bids are due May 10, 2016. The pre-bid meeting hosted 6 general contractors. Phase I & II includes a 70' pedestrian bridge, playgrounds and connecting sidewalks.
- Scout Park has completed 100%DD. Land & Water Conservation Fun has approved the grant application towards Scout Park in the amount of \$125,000. A meeting is scheduled with the design team to plan the timing of the next process.
- Jacoby Rural Trail and East Grand Avenue project are being conducted through the Engineering Division. East Grand Avenue sidewalk, seeding and beautification should occur this spring with an estimated fall start for the Jacoby Rural Trail.
- The Parks, Tree & Recreation Advisory Board hosted a tour/goal setting session. This session helped the board begin to create consensus on goals and those goals should be presented to City Council in June.
- The Parks & Recreation Department has been the beneficiary of a couple of volunteer days. Headstart hosted a clean-up day at Undine Park where staff, students and family raked leaves and picked up trash. LDS church has hosted two events at the Recreation Center where volunteers helped clean up gutters, picked up pinecones and cleaned windows and problem areas in and around the Recreation Center. We are grateful for these efforts as they assist with our overall goals related to facility and grounds maintenance.
- The Parks & Recreation Summer 2016 Program Guide has been submitted to the printer is due to be delivered here by May 18 and will be mailed on May 20.

Parks & Cemetery – Cemetery Report

- Recent snow storms have caused some delays in spring clean-up, road maintenance is ongoing. The month of May will be devoted to starting up the irrigation system and preparing for Memorial Day.
- Two tree hazard removals occurred. Both Cottonwood trees one with a split trunk and another that fell during high winds. Tiger Tree provides for most of the work related to tree removals with City staff completing the clean-up and stump grinding after the tree is down.
- Most of the summer provisional staff has been procured.
- We would like to welcome Jim Hoflund, Cemetery Maintenance Worker to our Staff. Jim's first day was April 18. We look forward to Jim becoming a valuable member of our team.

Parks & Cemetery – Parks Report

- Crews have been working to prepare athletic facilities (baseball, softball and soccer) for the upcoming season. Weather has delayed most play however, fields are ready as soon as the weather allows.
- Parks crews have completed converts of the MSDS to the new SDS sheets.
- The "Markle" improvements in Washington Park have been completed. Staff placed the final plaque this spring.
- Pruning of perennials and ornamental grasses has begun system wide.

- Installed temporary fencing at Optimist Dog Parks to direct traffic around bare/muddy areas. Crews will complete aeration and over-seeding of the Optimist Dog Park in May.
- Staff has restrooms at Cowboy, LaBonte Ball Fields, and Aragon cleaned and open. Restrooms in the locker rooms at Cowboy, which had not been used for many years, have been cleaned and repaired for use this season.
- Trenched in lines for backflow to valves at 2015 Community service Day project (Snowy Range Road)
- Staff is preparing to start up irrigation in most areas.
- New Certified Playground Safety Inspectors are working on engineered wood fiber at the playgrounds (raking & leveling). Calculating the amount of EWF to order for fall safety related to the playgrounds.
- Staff is preparing equipment for mowing and trimming operations. Will address areas of quick growth in early May when damage from mowers will not occur.

Mosquito & Urban Forestry – Forestry Report

- Updated Shawver Tree Fund MOU.
- Removed beaver hazard tree near Greenbelt Trail head.
- Nursery stock for Arbor Day celebration selected and ordered.
- Pruning for clearance and structure in Cemetery small trees.
- Tree stump grinder rental scheduled for May to complete multiple removals.
- Assisted with Community Clean-up Day

Mosquito & Urban Forestry – IPM Report

- Completed winter maintenance of equipment for spring start up.
- Made presentation to Parks, Tree and Recreation Advisory Board on 2015 IPM operations and the projected 2016 operation.
- IPM operations have been slowed by weather conditions.

Mosquito & Urban Forestry – Mosquito Report

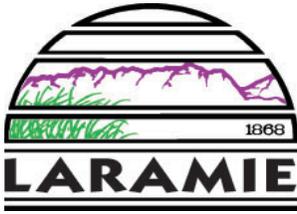
- Attended 2016 Emergency Insect Management Grant committee meeting. City of Laramie and Albany County grants were approved at reduced funding levels. (All grants received reduced funding for 2016)
- Landowner permission letters mailed to all participating properties. Most have been returned.
- Staff preparing equipment and materials for start of the larval control process. Larval control operations have been severely hampered by recent weather.
- Provided educational booth for 2 day Albany County Cattlewomen, “Ag Expo” at Hansen arena.

Facilities Management Division:

- RFPs for Electrical Repair & Service Work on City of Laramie facilities and equipment will be sent out and advertised in May for council consideration in June.
- The Facilities Management staff have been working with Robert Clary, a structural engineer from Cheyenne Wyoming, evaluating the City Hall Annex building. A support column installed with the 1998 remodel of the building is being investigated as a possible cause of cracks showing up in the South wall of the second floor of the building.
- The vinyl flooring behind the front desk at the Recreation Center is scheduled to be replaced in May.
- Wooden handrails in the Recreation Center Gym, which have deteriorated over time, are scheduled to be replaced with steel rails in May.
- Requests for quotes for the installation of LED stage lighting on the Washington Park Band Shell were sent out in April. Quotes are due to the Facilities Maintenance Manager on May 6th. The staff hopes to get this project completed in May.
- The re-painting of the Washington Park Band shell is scheduled to be completed in late May or early June.
- Facilities Maintenance staff began de-winterizing the Recreation Center Outdoor Pool in April, but recent spring snow storms have delayed the process. Getting this pool ready for the season generally takes over one month. The outdoor pool is scheduled to open on the 14th of June. The de-winterizing of the Undine Park Splash Pad and the Washington Park Wading Pool is scheduled to start in May.

Recreation Division:

- The off-ice season has gotten off to a tremendous start this year with a NEW regular event we are calling the Laramie Fun Factory. This is a combination of activities including roller skating, inflatable features and archery tag with JBow, a local business. The first two weekends have each exceeded the total number of admissions for all activities last summer. Since response has been very strong, we plan to continue to host these activities through the summer.
- SACC Summer Club registration will begin next Monday with an evening of in-person registration in the SACC room. Staff will be on hand from 5-8pm to answer questions and help get families registered for these fun programs. There will be a total of eight different summer clubs beginning the week of June 6th. Registration is limited to 40 total full-day spots. Half day registration is also available.
- The second session of the USA Swimming Foundation grant funded swim wrapped up on Thursday April 28th with almost 200 children between all sessions, which is a record number for our classes. We are currently evaluating class capacities to ensure that we provide patron access during swim lessons in future sessions.
- Swim lessons during the summer are scheduled for more day-time spots and some outdoor pool time, and we will have two sessions, one in June and one in July.
- Fitness Classes continue to be very popular for the time of year. A monthly schedule of classes is available on-line and at the Recreation Center Front desk with new additions and times changing monthly.
- The 26th Annual Youth Basketball Tournament wrapped up on April 3rd with a record-breaking year. Total revenue this year for the tournament topped \$31,000.00, and an additional \$3,500.00 in in-kind sponsor support. With over 190 total games, the tournament went smoothly and was well received by participants and the community.
- Little Kickers soccer began on April 4th, right after the Youth Basketball tournament this year with a total of just under forty participants. We have portable nets that we bring into the Rec Center, making several stations and courts for youth ages 3–6 to learn beginning soccer skills.
- Our Adult Volleyball season began on April 4th. There are 27 teams, playing two games a week Monday–Thursday evenings. Volleyball is a favorite of the patrons, with a majority of teams returning to play annually. The best part is that there is great sportsmanship, with most of the teams in each division sharing a friendly bond.



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

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Fax: (307) 721-5284
Facilities Mgmt Division: (307) 721-3585
TDD (307) 721-5295

May 10, 2016

Memo
Youth Basketball Wrap up

The 26th Annual Youth Basketball Tournament was held on April 1-3 in Laramie this year with a total of 94 teams participating, which is up by eleven teams over last year and approximately 194 games. Gyms were used at the Recreation Center, Jr. and Senior High Schools, Corbett, grade-schools and the Civic Center. The Civic Center gyms were well-received over the past few years and were used again this year.

This year business sponsorships provided a significant cash and in-kind contribution this year. These donations enable us to provide services to the volunteers and overall support to keep costs reasonable for the tournament.

Having the tournament in town for a total of three days allowed for schedules that weren't as late and also it kept people in town for a longer period of time. Overall, we are very pleased with the result and the financial return to recreation programming.

Revenue / Expense Report for YBT 2016

Revenue		
Registration:	\$14,650.00	
Door Entry Fee	\$5,650.00	
Concessions	\$6,055.00	
Tshirt Sales	\$2,130.00	
Misc. income	\$849.53	
	\$14,684.53	
Sponsorships:		
Cash	\$3,860.00	
Food / In kind donation value (not included in revenue)		\$5,100.00
	\$3,860.00	
Total Revenue	\$33,194.53	

Expenses		
Rentals:		
Corbett	\$540.00	
Civic Center	\$740.00	
	\$1,280.00	
Advertising	\$3,750.00	
Printing	\$822.58	
Supplies	\$679.63	
Awards	\$1,176.64	
Tshirts	\$2,361.68	
	\$8,790.53	
Personnel	\$14,676.54	
Total Expenses	\$24,747.07	

Revenue	\$33,194.53	
Expenses	-	\$24,747.07
	\$8,447.46	

The Personnel costs include Provisional wages, FTE wages from other divisions, FICA, Workmans Comp, Life Insurance, Medical Insurance, and Long Term Disability