

**CITY OF LARAMIE**  
**PARKS, TREE & RECREATION ADVISORY BOARD**  
**June 8, 2016**  
**Minutes of Meeting**

MEMBERS PRESENT: Amy Williamson, Jacque Stonum, Larry Foianini, Helen Coates, Chris Dixon, Dave Hammond, Steve Ropp

MEMBERS NOT PRESENT: Marius Favret

COUNCIL LIASON: Paul Weaver

GUESTS: None

CITY STAFF PRESENT: Jodi Guerin, Recreation Manager; Keith Wardlaw, Parks/Mosquito Crew Supervisor; Scott Stevenson, Facilities Management; Inez Wildenborg, Administrative Coordinator

The regular meeting was called to order by Madam Chair Stonum at 6:38 pm.

**Consent Agenda:**

1. To approve the minutes from the May 18, 2016 regular meeting of the Parks, Tree and Recreation Advisory Board. (Feezer, pages 2-3)
2. To approve resolution 2016- authorizing co-sponsorship of possible events with the Friends of Community Recreation Foundation during 2016 including a Family Duathlon in August, Zombie Run in October and an Indoor 5K in December. (Feezer, pages 4-5)
3. To approve resolution 2016- authorizing co-sponsorship of Freedom Has a Birthday to be held at Washington Park on July 4, 2016. (Feezer, pages 6-7)
4. To proclaim the week of June 26-July 2, 2016 as National Mosquito Control Awareness Week in Laramie and forward to City Council for their consideration. (Wardlaw, pages 8-9)

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

**Regular Agenda:**

2. **To approve Resolution AB2016-08 and recommend that the Laramie City Council support the submission of a grant to the National Endowment of the Arts "Art Works" grant for installations on Cirrus Sky Trail. (Guerin, pages 17-18)**

Guerin gave a brief background on Cirrus Sky Trail art installation proposal.

Motion by Williamson, seconded by Coates, that the Parks, Tree & Recreation Advisory Board approve Resolution # 2016- and recommend that the Laramie City Council support the submission of a grant to the National Endowment of the Arts "Art Works" grant for installations on Cirrus Sky Trail.

Motion carried 7-0.

1. **To approve an Administrative Policy and Procedure for Naming City of Laramie, Parks & Recreation Department Parks and/or Facilities and forward to City Council for acknowledgment. (Feezer, pages 10-16)**

Questions were asked and discussion was made.

Motion by Williamson, seconded by Ropp, that the Parks, Tree & Recreation Advisory Board amend the Administrative Policy and Procedure for naming City of Laramie, Parks & Recreation Department Parks and Facilities, where any such wording which refers to the approval of any motion by the Parks, Tree & Recreation Advisory Board, be a majority of a quorum of the members present, and specifically state: "Any entire or portion of any park, parkway, recreation building, swimming pool, ball field or any other facility managed and controlled by the City of Laramie, Parks & Recreation Department hereinafter called park and/or facility, shall be named or renamed only by the Parks, Tree and Recreation Advisory Board on an affirmative vote of 2/3 majority of a quorum of the members present." Motion carried 7-0.

Motion by Williamson, seconded by Foianini, that the Parks, Tree & Recreation Advisory Board approve the Administrative Policy and Procedure for naming City of Laramie, Parks & Recreation Department Parks and Facilities and forward to City Council for acknowledgement of the adopted policy. Motion tabled and Board asked staff to review and present at next meeting.

**Staff Reports FYI:**

- Stevenson presented the Facilities Division staff report to the Board.
- Wardlaw presented the Parks Division staff report to the Board
- Guerin presented the Recreation Division staff report to the Board.

**Upcoming Items:**

None at this time.

**Other Business:**

None at this time.

**Advisory Board Open Items:**

1. Leadership Laramie MOU Attached (Feezer, pages 22-35)
2. Adoption of the Parks, Tree and Recreation Advisory Board Goals for 2016.

Motion by Hammond, seconded by Coates 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. Motion carried 7-0.

\*Next Regular Meeting Date: Wednesday, July 13, 2016 at 6:30pm

**Public Comments:**

None

Meeting adjourned at 8:08pm.

Respectfully Submitted,



Inez Wildenberg  
Administrative Coordinator  
Parks and Recreation, City of Laramie