

# LARAMIE COUNTY CLERK BOARD OF COUNTY COMMISSIONERS AGENDA ITEM PROCESSING FORM

1. DATE OF PROPOSED ACTION: June 6, 2017

2. AGENDA ITEM: Appointments Bids/Purchases Claims  
Contracts/agreements/leases **Grants** Land Use: Variances/Board App/Plats  
Proclamations Public Hearings/Rules & Reg's Reports & Public Petitions  
Resolutions Other

3. DEPARTMENT: Grants

APPLICANT: County/Fair Board

AGENT: Sandra Newland

4. DESCRIPTION: Consideration of a resolution to submit a grant application to the Cheyenne Community Public Recreation District from Laramie County for funding in the amount of \$32,984 to be used towards the purchase of musical instrument park equipment for Leadership Park located at Archer. Installation of the equipment will be provided by In-kind matching funds.

5. DOCUMENTATION: 1 original

RECEIVED AND APPROVED AS  
TO FORM ONLY BY THE  
LARAMIE COUNTY ATTORNEY

Clerks Use Only:

Commissioner

Ash \_\_\_\_\_

Heath \_\_\_\_\_

Holmes \_\_\_\_\_

Kailey \_\_\_\_\_

Thompson \_\_\_\_\_

Action \_\_\_\_\_

Postponed/Tabled \_\_\_\_\_

Signatures

Co Attny \_\_\_\_\_

Assist Co Attny \_\_\_\_\_

Grants Manager \_\_\_\_\_

Outside Agency \_\_\_\_\_

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE CHEYENNE COMMUNITY PUBLIC RECREATION DISTRICT, FOR FUNDING TOWARDS MUSICAL INSTRUMENT EQUIPMENT TO BE LOCATED AT LEADERSHIP PARK, ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING IN THE AMOUNT OF \$32,984.00

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED BY THE COUNTY AND FAIR BOARD TO BRING MUSICAL INSTRUMENT EQUIPMENT TO LEADERSHIP PARK LOCATED AT 3697 ARCHER PARKWAY, CHEYENNE, WY 82009.

WITNESSETH

**WHEREAS**, the Governing Body of Laramie County desires to participate in the Cheyenne Community Public Recreation District grant by sponsoring this grant application to assist in financing this project; and

**WHEREAS**, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on this project; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY** that a grant application in the amount of \$32,984.00 be submitted to the Cheyenne Community Public Recreation District for consideration of assistance in funding the Laramie County Leadership Park project.

**BE IT FURTHER RESOLVED**, that Sandra Newland, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

**PASSED, APPROVED AND ADOPTED THIS 6<sup>th</sup> DAY OF JUNE, 2017.**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Troy Thompson, Chairman

ATTEST:

\_\_\_\_\_

Date: \_\_\_\_\_

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:

\_\_\_\_\_

Date: 6/30/17

Mark Voss, County Attorney

**CHEYENNE COMMUNITY PUBLIC RECREATION DISTRICT  
PROJECT SUBMISSION FORM**

---

School, Department or Government entity requesting project: Laramie County, Wyoming

*Please complete the following questions on a separate sheet of paper and attach to project submission form with required signatures.*

- 1) Describe the need for the requested project based on the current situation.
- 2) Outline your proposed resolution to the above stated need. (i.e. scope of work, equipment, time frame, other mitigating factors)
- 3) Who in LCSD #1 and the community will benefit from the project? (i.e. specific groups/users, general public, visitors, community-wide residents, etc.) Approximately how many people will benefit from the project?
- 4) Provide an itemized list of project equipment and cost. If there is a specific source/vendor you would like to use for your project, please identify. Please also include any matching funds or in-kind donations that will be contributed to the project. If you would like assistance preparing your cost estimate, please contact any of the personnel listed on the cover letter to this application.
- 5) Provide contact information for all project sponsors, including summer contact information.
- 6) Please attach project documentation (i.e. catalog pages, vendor information, pictures, maps, drawings, etc.)

**Note:** Project updates will be required for all approved projects by January 15<sup>th</sup> and July 15<sup>th</sup> of the following year. In-District project updates will be provided by the appropriate Planning and Construction technician. Out of District project updates can be submitted via email to [sarak@laramie1.org](mailto:sarak@laramie1.org).

---

Signature of Principal

Date

Troy Thompson

Chairman

Print Name

Title/Position

CHEYENNE COMMUNITY PUBLIC RECREATION DISTRICT  
PROJECT SUBMISSION FORM

Cost Estimate Form

School, Department or Government Entity: Laramie County, Wyoming

Project: Musical Instrument Park at Archer

Funding Sources:	
Requested from Rec Board	\$ 32,984.00
Matching Funds	\$ -
PTO Contributions	\$ -
In-Kind Contributions	\$ 5,000.00
Other: <i>(Please describe)</i>	\$ -
Services to be provided by District:	
Installation(In-Kind Match)	
<b>Total Funding Sources</b>	<b>\$ 37,984.00</b>

Estimated Cost:	
Item Description:	
Sculptural Ensemble	\$ 20,332.00
Weenotes Ensemble	\$ 7,152.00
Picnic Tables (2)	\$ 2,500.00
Trash Receptacle	\$ 1,000.00
Estimated Shipping	\$ 2,000.00
Estimated Installation	\$ 5,000.00
<b>Total Estimated Cost</b>	<b>\$ 37,984.00</b>

Please note the following items:

- Total funding sources and total estimated cost MUST balance
- Funding sources must include ALL funds available for the project
- **For assistance in preparing estimates, please contact any of the personnel listed on the cover letter to the application.**
- Please include source documentation for cost estimates (i.e. catalog pages, vendor information, quotes, etc.)

**Responsible for Project Installation if Required:**

\_\_\_\_\_  
Signature  
Troy Thompson  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date  
Chairman  
\_\_\_\_\_  
Title/Position

For Official District Use Only

Reviewed by:

Date:

(Reviewed subject to final approval by Rec Board)



## Cheyenne Community Public Recreation District Narrative

1. Laramie County purchased the Archer Complex in 2004. Since its purchase, the land is now home to several County departments to include EMA, Planning, Coroner, Public Works, Juvenile Justice Center and the Shooting Sports Complex. Archer is also home to Laramie County Fair operations. The Fair has several buildings located at Archer to include the Fair Office, Commercial Kitchen, Community Center and a newly approved Multi-Use Events Center coming soon.

Archer is quickly becoming an activity and destination spot in Laramie County. The County has recruited several outside organizations and events to be hosted at the facility to include Windy Wyoming, Motocross Park, and dog agility course. Events are booked through the Laramie County Fair throughout the year. In June 2017, the Fair Board will be hosting a National Round Up for Cheyenne Jackalope (A Charter Camping Club). In anticipation of the event the Fair has been busy working on an RV Park to accommodate the influx of visitors to Laramie County Fair. The RV park will be ready in June 2017 and will consist of 20 wet sites (water & electrical) and 100 dry sites (electrical).

Immediately adjacent to the new RV Park, is what we call Leadership Park. Leadership Park was originally started by the Boy Scouts and envisioned to be a community reaction site. Since 2004, the park has seen tree growth and the placement of benches and an entrance sign. This park has natural grasses and is surrounded by trees on three sides, which provides protection from the wind and as well as a pleasing backdrop. It is an ideal location for a community gathering spot, especially with the new RV Park to the North. The park is currently a blank canvas with endless development opportunities. There are no existing play structures or equipment located out at Archer. A recreational space where kids can play and explore is essential to the outdoor atmosphere of Laramie County and the Fair Board.

Why put a playground out at Archer? The Laramie County Fair currently brings approximately 43 events to the Archer complex per year. These events range from conventions, animal auctions, rodeos, 4H/FFA, meetings and various community events. These events bring large crowds to Archer and always include children. We currently have no designated space available for children to play, learn and grow. With the approval of the new Multi-Use Events Center coming to the community in 2019, we anticipate over 80 events per year. The average annual attendance is expected to bring over 47,940 people. There is a need for play space dedicated to children, while these events are occurring at Archer.

We are requesting funding to create Laramie County's first musical instrument park within Leadership Park. Musical Instrumental parks are unique play features that allow everyone to participate regardless of age, gender, nationality, or disability. The closest Musical Park is located in Ft. Collins, Colorado. There are currently four in the State of Wyoming located in Gillette, on the Wind River Indian Reservation, Wilson and Mountain View.

2. Laramie County in partnership with the Laramie County Recreation Planning and Advisory Board along with the Laramie County Fair Board is seeking funding to assist in building a musical playground to be located at Leadership Park. We are flexible for the placement and installation of equipment and are open to any phases needed for completion.

Our expected outcomes are very simple; we anticipate greater usage of the park in providing musical playground equipment. We predict that the playground will be heavily used by the youth frequenting the park, both with their families and on their own. Having this play opportunity in the community will provide these children and all children of Laramie County with a safe recreational activity and space. This will be the first park of its kind in the County and will draw visitors to the Archer Complex.

There is excitement amongst our partners to bring a musical playground to the community and we are thrilled to have the opportunity to place this out at Archer. A musical playground is a unique feature that is nonexistent in this corner of the State. If selected for funding, we could start immediately with the bid process to hire a qualified vendor to provide this specialized musical playground equipment. We have conducted basic research into the existing vendors who might be interested in our project. Musical equipment is generally less expensive than standard playground equipment and we could provide a beautiful complete park with this request. We have been primarily looking at Free Notes Harmony as a vendor, as they have the most appealing musical equipment available in our area. All attached quotes and pictures of musical equipment were provided by Free Notes Harmony.

3. This is a public park that is open from 7am until dusk, seven days a week. We have reviewed the usage of the existing Archer facilities on an annual basis and we can estimate that fifteen kids play at Archer per day and that hundred twenty five kid's access the area on a weekly basis. There is a higher usage of the park in the warmer months than there is during the Wyoming winter. Being a public park, the park is open to everyone and we anticipate heavy usage when events are booked at the Archer Complex. Frequent users will be 4H, FFA, Boy Scouts and it is open to the various kids and families coming into Archer for the events being held by the Laramie County Fair. Surrounding events and facilities such as the Motorcross and Windy Wyoming will also bring visitors to this particular park. The Archer Complex is located right off of I-80 and we anticipate non-residential visitors stopping by to access a one of a kind park in Laramie County.

4. Budget Details

We are requesting \$32,984.00 towards our musical playground; we are open and flexible to the type and style of equipment, but here is what we think would be the best fit.

The Sculptural Ensemble (6 instruments) \$20,332 for equipment

- Contrabass Chimes-7 chimes, 2 mallet pole & 4 mallets for in-ground install
- Lilypad Cymbals- Silver, 1 steel post & 3 mallets for in-ground install
- Manta Ray- Silver, steel frame & 4 mallets for in-ground or surface mount
- Swirl- Orange, 2 steel posts & 2 mallets for in-ground install
- Pagoda Bells- Silver, 1 round steel post & 2 mallets for in-ground install
- Aria-Silver, 1 steel post, & 2 mallets for in-ground install

The Weenotes Ensemble (3 instruments for younger ages) \$7,152 for equipment

- Griffin-Tan with 2 recycled plastic posts & 2 mallets for in-ground installation
- Merry- Green, with 2 recycled plastic posts & 2 mallets for in-ground install
- Piper- Brown, with 2 recycled plastic posts & 2 mallets for in-ground install

2 Picnic Tables: \$2,500.00

2 Trash Receptacle: \$1,000.00

Shipping Costs: \$2,000.00

Installation/Prep Costs: \$5,000 to be provided by In-Kind Matching

**TOTAL Project Cost \$37,984.00**

5. **Laramie County**

- a. Troy Thompson-Chairman  
310 W. 19<sup>th</sup> Street, Suite 300  
Cheyenne, WY 82001  
307-633-4260  
[commissioners@laramiecounty.com](mailto:commissioners@laramiecounty.com)
- b. Sandra Newland-Laramie County Grants Manager  
309 W. 20<sup>th</sup> Street, Suite 3100  
Cheyenne, WY 82001  
307-633-4201  
[snewland@laramiecounty.com](mailto:snewland@laramiecounty.com)
- c. Laramie County Fair Office-  
3697 Archer Parkway  
Cheyenne, WY 82009  
Jeff Ketcham, Fair Manager 307-633-4671 [jeff@laramiecountyfair.com](mailto:jeff@laramiecountyfair.com)  
Larry Milbourn, Grounds Manager 307-633-4673 [larry@laramiecountyfair.com](mailto:larry@laramiecountyfair.com)

6. Please see attachments



194 Bodo Drive Unit F  
Durango, CO 81303

# Estimate

Date	Estimate #
5/17/2017	4565

Customer Name/Address:
Laramie County 309 W. 20th Street, Suite 3100 Cheyenne, WY 82001

		Terms:	Via:	Project/Job:	
		Prepay		Laramie County	
Qty	Item	Description		Price	Total
1	- Package - Weenotes Ensemble	3 Instruments, 2 mallets for each instrument, recycled plastic posts for in-ground installation. Stock colors. No Substitutions. Merry - Green Piper - Brown Griffin - Tan		7,152.00	7,152.00
	Freight	Subtotal Before Shipping			7,152.00
		Freight Shipment to Cheyenne, WY 82001		480.00	480.00
		Out-of-state sale, exempt from sales tax		0.00%	0.00

Estimates are valid for 90 days. Prices are in U.S. Dollars.

Phone #	Fax #	E-mail	Web Site
(970) 375-7825	(970) 247-0856	info@freenotesharmonypark.com	www.freenotesharmonypark.com





194 Bodo Drive Unit F  
Durango, CO 81303

# Estimate

Date	Estimate #
5/17/2017	4564

Customer Name/Address:
Laramie County 309 W. 20th Street, Suite 3100 Cheyenne, WY 82001

		Terms:	Via:	Project/Job:	
		Prepay		Laramie County	
Qty	Item	Description		Price	Total
1	- Package Sculptural Ensemble	6 Instruments, mallets for each instrument, Steel posts for in-ground installation. Stock colors. No Substitutions. Contra Chimes - Silver Lilypad Cymbals - Silver Manta Ray - Silver Swirl - Silver/Gold/ Orange Pagoda Bells - Silver Aria - Silver		20,332.00	20,332.00T
	Freight	Subtotal Before Shipping			20,332.00
		Freight Shipment to Cheyenne, WY 82001		510.00	510.00
		Out-of-state sale, exempt from sales tax		0.00%	0.00
			Total		
			\$20,842.00		

Estimates are valid for 90 days. Prices are in U.S. Dollars.

Phone #	Fax #	E-mail	Web Site
(970) 375-7825	(970) 247-0856	info@freenotesharmonypark.com	www.freenotesharmonypark.com

<u><b>Sculptural Ensemble*</b></u> – <b>6 Instruments</b> – <b>Saves \$2,400</b>	<b>\$20,332</b>	<b>Standard Options and Colors Only</b>
<b>Contrabass Chimes</b> – 7 chimes, 2 mallets poles & 4 mallets for in-ground install		<b>NEW</b>
<b>Lilypad Cymbals</b> –Silver, 1 steel post & 3 mallets for in-ground install.		<b>NO SUBSTITUTIONS</b>
<b>Manta Ray</b> -Silver, Steel frame & 4 mallets for in-ground or surface mount.		
<b>Swirl</b> – Orange, 2 steel posts & 2 mallets for in-ground install		
<b>Pagoda Bells</b> - Silver, 1 round steel post & 2 mallets for in-ground install		
<b>Aria</b> – Silver, 1 steel post & 2 mallets for in-ground install		

<u><b>Weenotes Ensemble</b></u> – <b>3 Weenotes</b> – <b>Saves \$700</b>	<b>\$7,152</b>	<b>Standard Options Only</b>
<b>Griffin</b> – Tan, with 2 recycled plastic posts & 2 mallets for in-ground install		
<b>Merry</b> – Green, with 2 recycled plastic posts & 2 mallets for in-ground install		<b>NO SUBSTITUTIONS</b>
<b>Piper</b> – Brown, with 2 recycled plastic posts & 2 mallets for in-ground install		



## **Freenotes Harmony Park Warranty**

Our Outdoor Musical Instruments are designed for durability and playability. We are confident that they will withstand all types of normal weather conditions and normal frequent play. They will never need re-tuning and can be enjoyed by all, any age or ability.

All Freenotes Harmony Park ("FHP") instruments will be built to our documented procedures and with the highest quality. Our warranty provides that our products will be free of defects in manufacturing and material.

Warranty begins on date of shipment. If any failures in manufacturing or materials occur within the applicable warranty period, FHP will provide replacement parts or products as determined by FHP within 30 days after written notification.

**All FHP products carry a 5-year limited warranty on all standard/stock instruments and posts. All custom instruments and posts carry a 90 day warranty.**

This warranty is valid for purchases on or after January 1, 2016.

This warranty is valid only if the mounting/assembly and ground/foundation works are carried out as described in the Installation Instructions of your FHP products and maintained according to the maintenance instructions provided by FHP. For all warranty issues it is the responsibility of the customer to cover all shipping costs, when necessary, for warranty items. FHP will not be responsible for providing labor or labor costs for the replacement of products or parts.

All replacement parts or products will be covered for the duration of the original warranty.

All products must be inspected immediately upon arrival. It is your responsibility to note any shipping damage on all copies of shipping paperwork. You must report any damage within 48 hours to Freenotes Harmony Park or to your FHP distributor. Damage not reported within this time frame cannot be covered under warranty.

### **FHP cannot warrant against:**

Theft, vandalism, misuse, negligence or accident.  
Scratches on paint, aluminum, or any finishes.  
Cosmetic issues or wear and tear from normal use.





## Freenotes Harmony Park Maintenance

Maintenance for these instruments is easy, they are virtually maintenance free.

The instrument(s) need to be inspected once per month to once per quarter, based on use.

The inspector should:

- 1 – Play the instrument(s).
- 2 – Clean the instrument(s) with soap and water if necessary. Remove any trash or debris.
- 3 – Check that the mallets are attached and in good shape
- 4 - Inspect all bar and chime attachment cables

To clean stubborn dirt or marks on aluminum chimes or keys use - **Goof Off – Heavy Duty Remover**

If the inspector finds a problem please contact Freenotes Harmony Park at (970) 375-7825 or your Freenotes distributor. We can provide re-lacing kits, replacement mallets with cables, and our expertise for any issue.



---

Freenotes Harmony Park doesn't offer any direct grant funding for musical playgrounds. We do, however, offer assistance in applying for grants. Freenotes musical parks can qualify for a wide range of grants including, but not limited to: music, public art, interactive art, and parks and playgrounds. Freenotes Harmony Park can provide a long list of benefits for your community.

## **Why Music?**

People everywhere around the world make and listen to music daily. Music is one of the few truly universal things we have on Earth and the benefits of both listening to and playing music are extensive. Music brings people together for the purpose of enjoying and sharing the emotions it creates. Studies show that listening to music can fully engage the brain, while playing music is equivalent to a full body workout, engaging practically every area of the brain at once – particularly the visual, auditory, and motor cortices. Music strengthens these cortices and the links between them, benefitting us in all aspects of life. Most importantly, practicing an instrument increases volume of activity in the Corpus Callosum, the bridge between the right and left hemispheres of the brain, opening new links and creating new connections between your analytical and creative hemispheres. Music physically changes your brain for the better.

## **Why Outdoor Musical instruments?**

Installing musical instruments in a public space creates social sustainability for the entire community to benefit from. Musical parks make it possible to have a park within a park, or designated areas that encourage group play between people of all ages and abilities. It's always a great day when you get to take your children, or grandchildren, to a park, but many playgrounds are designed for active kids making it difficult for some to participate. Musical playgrounds make it possible for adults to play with engaging, interactive art with their children. There is no art form more widely enjoyed by humans than music. Music will always be a gathering force that builds community by strengthening relationships.

## **Why Freenotes?**

Freenotes Harmony Park manufactures durable Outdoor Musical Instruments that are designed to produce concert quality sound. Our instruments ensure musical success for all, even those who have no musical training. The ensemble's keys are laid out so that any combination of notes is pleasing to the ear. Freenotes' instruments are internationally recognized as the finest and most innovative musical ensemble. On top of that, our instruments are built to last with little-to-no maintenance. Our oldest and largest installation has withstood 20 years of harsh winter and summer environments in Moab, Utah. Freenotes are meant to be played with two feet on the ground, meaning there are no playground safety requirements that have to be met – they are musical instruments first and foremost. Because Freenotes Outdoor Instruments can be played by all, they have been used very successfully for music therapy purposes for those with mobility, visual, auditory, and mental disabilities. Freenotes makes music fun and accessible so everyone can enjoy the many benefits of music!









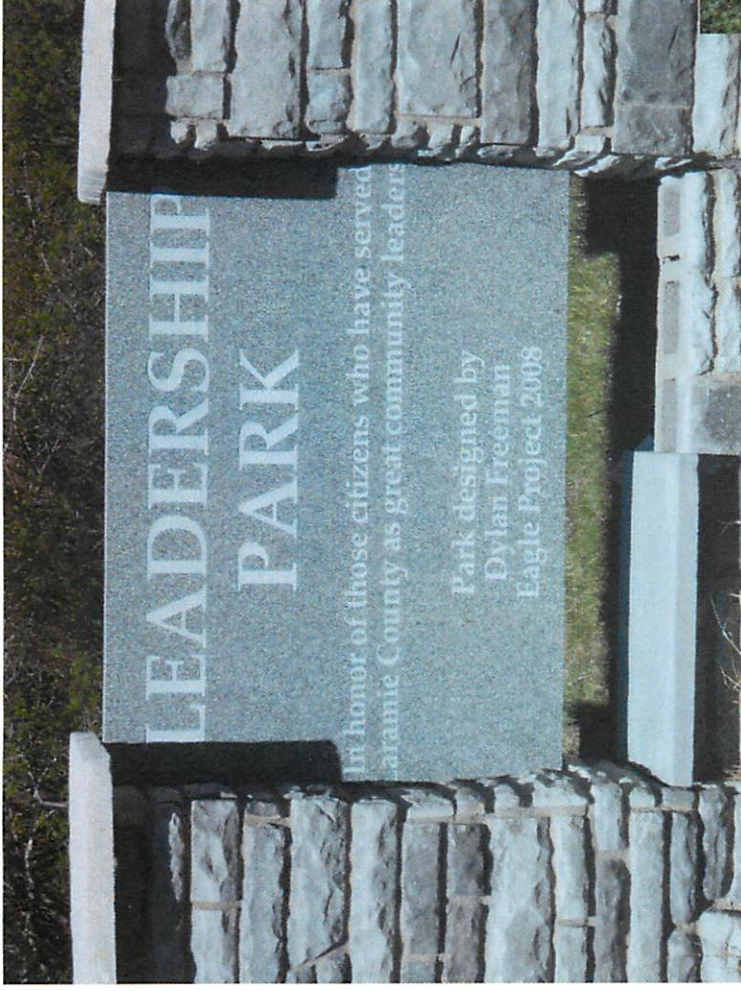
Weenotes Ensemble



# Leadership Park

## 3697 Archer Parkway

### Cheyenne, WY 82009

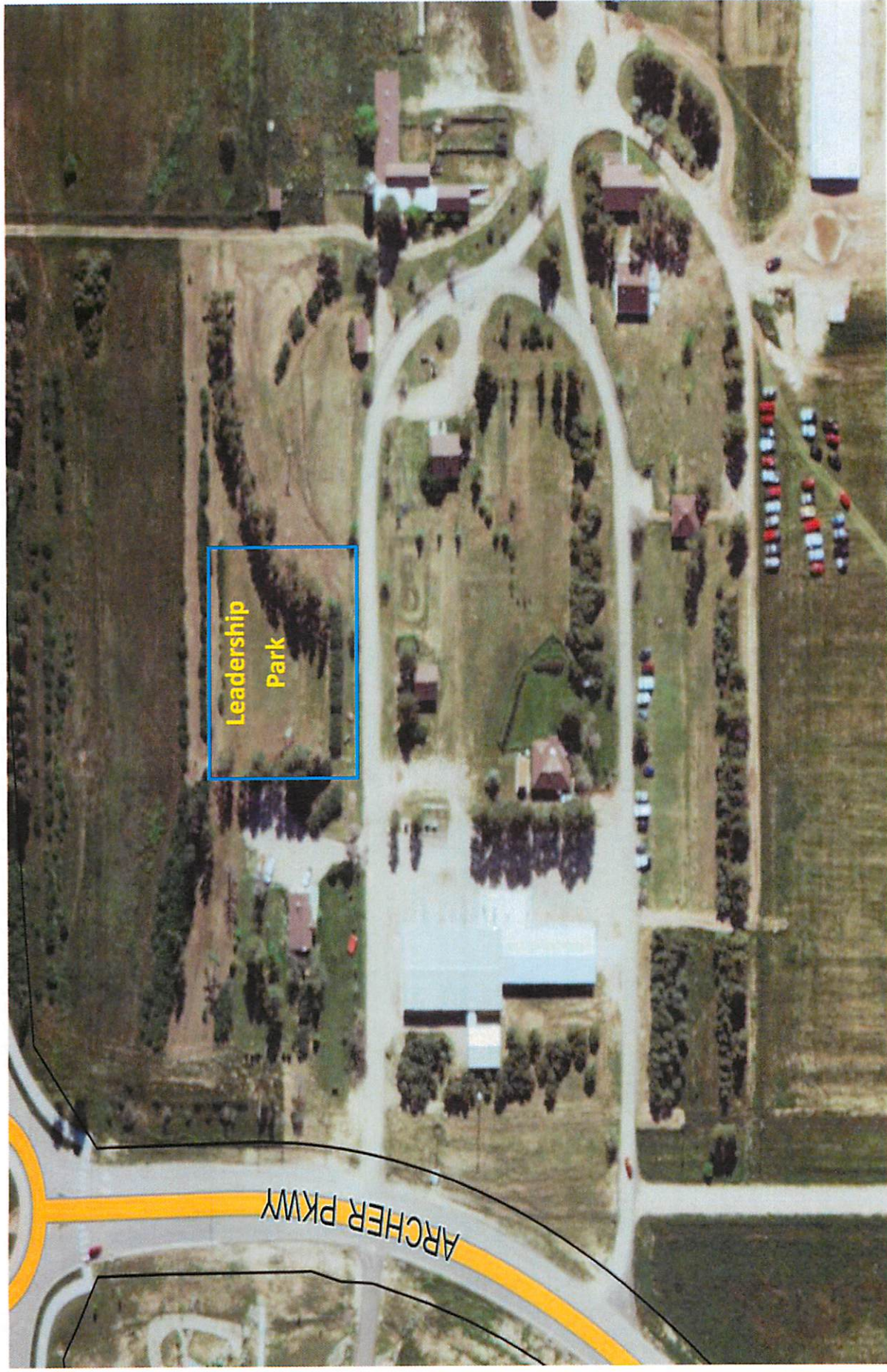


Leadership park is located behind the Laramie County Fair Office building out at the Laramie County Archer Complex. Existing park land is nestled amongst trees to the West, East and South and the North edge is a new RV camping facility.

Property is owned by Laramie County







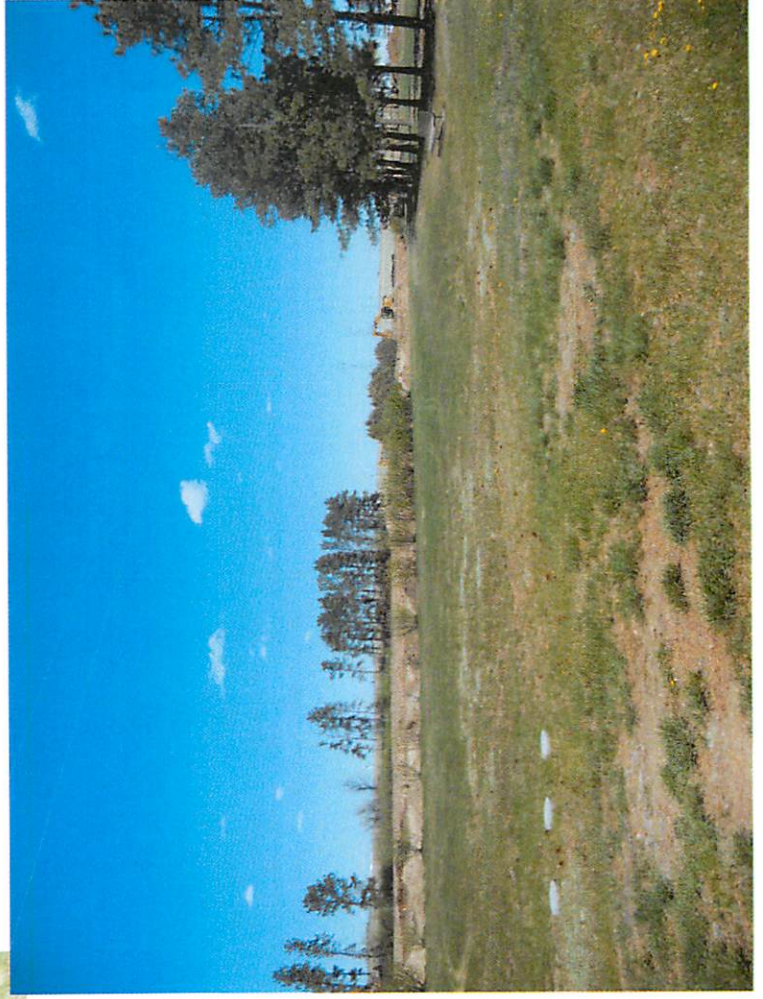
Head east on I-80 E (approx. 10 miles from Cheyenne). Take exit 370 towards Archer Complex . Turn right onto Archer Parkway. Continue straight through traffic circle and take first left, the park will be on the left.



Bench located on West Side of Park



Current view facing East

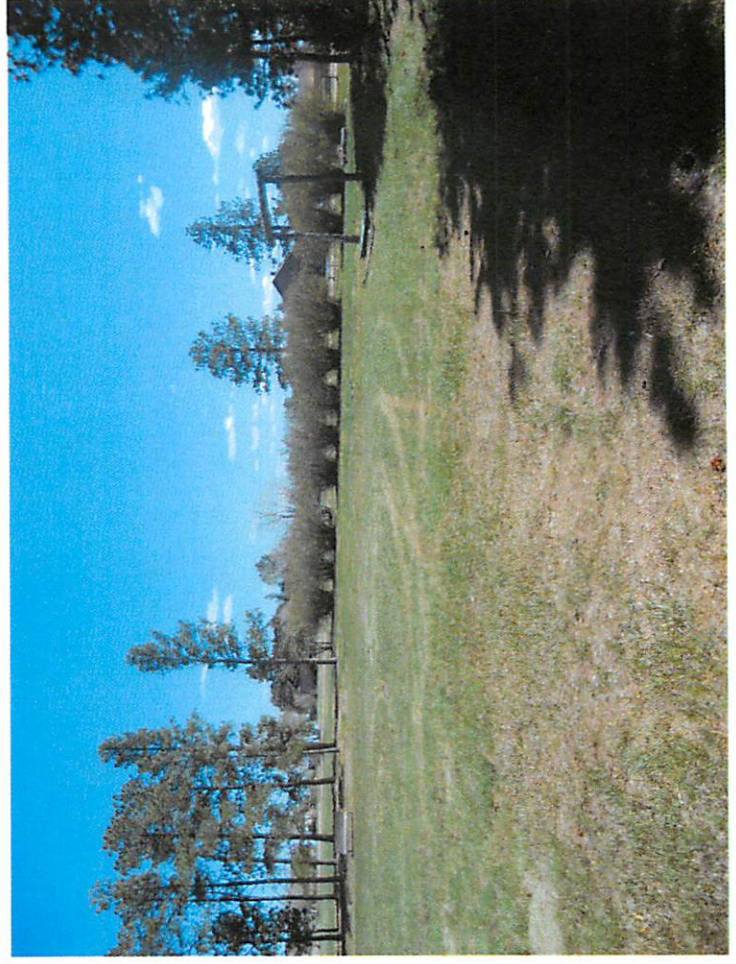
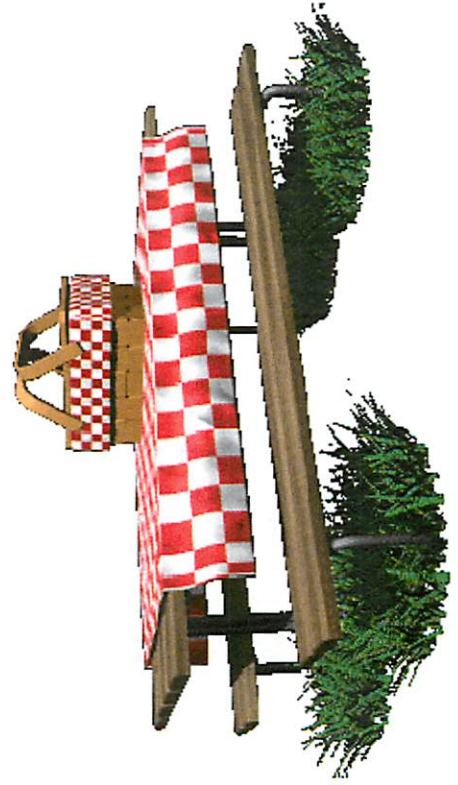




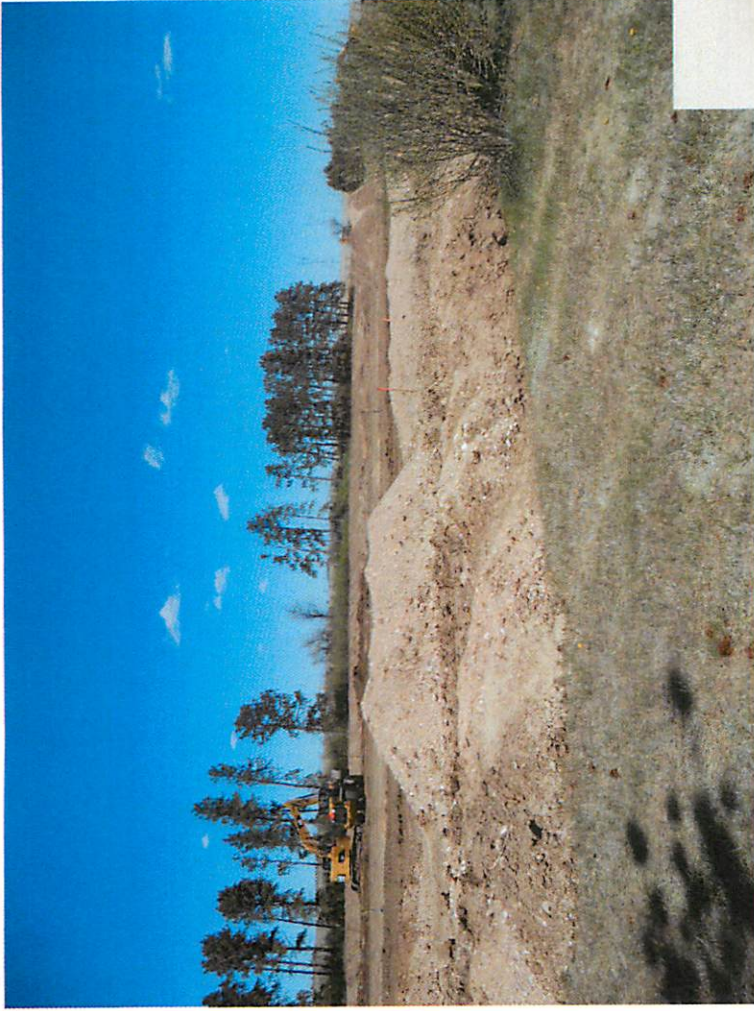
View facing East,  
natural tree line.



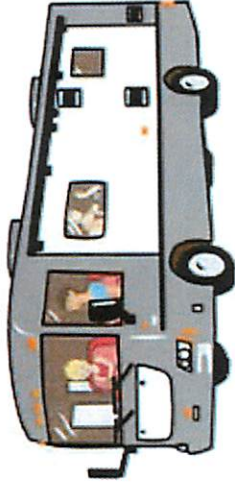
View facing South,  
towards entrance of park.



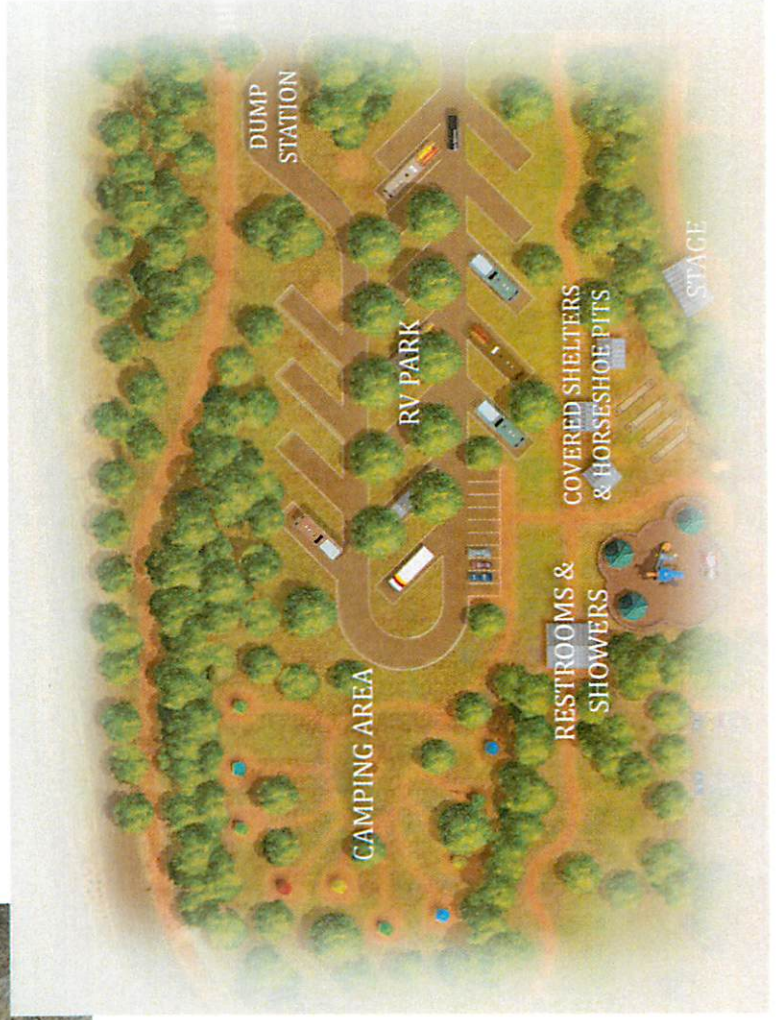




Current Construction of the RV Park,  
to be fully operational June 2017!



Future rendering of  
Camping & RV Park  
located North of Leadership Park.







This image comes from the Archer Fairgrounds Master Plan Vision, produced in April 2014 for the Laramie County Fair Board. This shows Leadership Park and the various ideas for its development.



# Exploring innovative playground possibilities for Leadership Park



We would like the opportunity to bring Laramie County its first

Musical Instrument Park.

Musical parks are a benefit to all ages and abilities.





## Why Chose a Instrumental Playground?



- Fosters creativity
- Provides social interaction for all participants
- Encourages memory development
- Allows children to let of steam in an appropriate environment
- Stimulates brain activity through therapeutic sounds
- Physical, social, cognitive, sensory and communication benefits
- Supports and encourages movement
- Allows for the expression of feelings
- Promotes physical rehabilitation
- Unlimited arrangements of equipment with easy installation
- Cost effective
- Easy maintenance and durability
- Can often be made with weather resistant materials, perfect for the Wyoming climate!

