

NATRONA COUNTY PARKS BOARD
MINUTES OF PROCEEDINGS
March 12, 2020

The regular meeting of the Natrona County Parks Board was brought to order at 5:30 p.m. by Roy Buck.
Members present: Dave North, Jim Miller, Stuart Hill

Also present: Eric Nelson (County Attorney), Tim Petrea (Parks Director), and Brook Kaufman (Commissioner Liaison).

Dave North moved for approval of the February 13, 2020 meeting minutes. Stuart Hill seconded the motion.
Motion carried.

Tim Petra, Parks Recreation and Leisure Services Director presented:

IV. Reports:

1. Starting next week an administrative assistant position has been added to the Parks, Recreation, and Leisure Services Department. Their office will be located at 538 SW Wyoming Blvd.
2. We are in the process of creating a Natrona County Parks Facebook and Instagram page; hope to approve next week. LUM Studios out of Casper will be assisting us with us and helping us expand our reach in Natrona County and beyond. Our goal with this Social media outreach will be to improve our communications about ongoing projects, establish new communications, point people to our website, and launch an environmental stewardship campaign that will encourage all users to be a greater steward of their parks. Brook Kaufman reported cost of set up was \$6,700 through June 30, 2020. Nothing more has been committed as this time.
3. We have met with Astra to enlist proposals for the online registration system for our campgrounds. Our goal is to phase this system in over a 2 year period. Their proposal is understudy. We are hopeful to begin this camping season. Agreement will be approved by the BOCC on 3-17-2020. Spaces not in the system will be first come first serve; locations have yet to be determined at this time. Astra is used at almost all the State Parks. Levels of enforcement will need to be addressed in the rules.
4. The process for requesting permits to perform construction, demolition, remodeling or modification of any structure occupying Bureau of Reclamation Lands, has been restructured. This process will now begin with the County Development Department, who will review the permits according to their own procedures. Once they have reviewed, they will pass it on to the Parks, Recreation, and Leisure Services Division, and the Director will then review according to the Site Modification plans of the Bureau of Reclamation. After review, the Director will then either approve the permit or forward it on to the Bureau for the NEPA study or other questions. After all permissions have been granted then the development office will communicate the requestor and continue with the next steps of the process.

MOUNTAIN PARKS UPDATE:

1. We are working on getting the RFP (deadline: April 3rd, 2020) out for the pavilion at Ponderosa Park. This pavilion should be designed to fit on the existing concrete slab and the goal is have it in by the middle of June. All notes from previous meetings have been added to the RFP-Steel Building.
2. We will be issuing permits to collect and remove wood from Ponderosa Park, as soon as the weather conditions will allow permit holders to safely enter the park. Permits will be available at the Parks office beginning 4/1/2020 and will be issued on a limited basis. We will continue issuing permits until we have removed the debris from the park.

PATHFINDER/ALCOVA UPDATE:

1. Casper Water Ski Club has submitted the 2020 Master Plan for review. This has been created in response to a request in the 2018 Compliance Review by the Bureau of Reclamation.

Stuart Hill moved for approval of the 2020 Master Plan. Dave North seconded the motion. Motion carried.

Cottonwood & Black Beach/Cottonwood Campground:

Mike Haigler, R&B Superintendent is presenting Cabin Road to the BOCC on 3-17-2020. Waiting to permission from the Bureau of Reclamation (BOR) to ensure all steps have been met before moving forward. Currently working on the 5 year plan. Tim stressed the open door policy welcoming input.

VI. DISCUSSION TOPICS:

1. Parks Rules and Regulations, future public meeting dates. (Eric Nelson, County Attorney)

The online survey was conducted by Adbay. This survey was conducted through various social media platforms. To date 900 comments have been received. Good segment of society have stressed proper practices for 10-15 years now. Willing to schedule a meeting with anyone. Would like to meet with board members prior to the evening night?

2. The Parks Rules and Regulations Town Hall Meeting will be held on March 26th, 2020 in an effort to receive maximum public input, the Natrona County Parks Board will hold a town hall style listening session. This meeting will be held at the Natrona County Courthouse and comments will be limited to 3 minutes per person.

Eric Nelson asked for direction as to when the board shall discuss and make edits to the rules. Statutory clock has not started.

Board chose to have a Work Session after the March 26th Town Hall Meeting. Parks Board was advised to send comments to both Eric Nelson and Tim Petrea.

Complete records of comments will be available on the Natrona County website:

Draft Rules & Regulations:

<http://www.natronacounty-wy.gov/792/Rules-Regulations-Review-Process>

Public Written Comments

<https://www.natronacounty-wy.gov/FormCenter/Parks-7/Submit-written-comments-54>

Community Voice:

<https://www.natronacounty-wy.gov/CommunityVoice>

VII. ELECTION OF OFFICERS: Roy Buck, Chairman & Dave North, Vice-Chairman

Stuart moved to keep officers as is. Tina Kruse seconded the motion. Motion carried.

VIII. PUBLIC COMMENTS:

Tracy Lamont (Casper)

IX. BOARD COMMENTS:

Jim Miller had concerns about deadline for grant REC Board approved signage on the mountain. Tim Petrea reported an extensions request is currently in the works.

X. ADJOURNMENT:

There being no further business the meeting was adjourned at 6:54 p.m.