



# NATRONA COUNTY PARKS BOARD MEETING AGENDA

Thursday, December 9, 2021 5:30 p.m.  
Natrona County Courthouse, 200 North Center, Casper, Wyoming  
2<sup>nd</sup> Floor, Old District Courtroom #1

Stuart Hill, Chairman  
**OPEN**, Vice-Chairman  
Jim Miller, Secretary  
Douglas Irvine, Member  
**OPEN**, Member

Functions as an Advisory Board to the County Commissioners, makes recommendations on Projects, Programs and Policies.

- I. **CALL MEETING TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL of the March 11, 2021 Minutes**
- IV. **REPORTS - Assistant Parks Director**
  - A. **MOUNTAIN PARKS UPDATE:**
    1. **Mountain well/water system:** The water system is on to the temporary structure. Joe is still trying to obtain proper chlorine residuals. The water will be deemed potable after water test.
    2. **Trail Center:** At the Commissioner work session on 11/18/21 I was assigned to prepare an RFP for the new lodge and site based on the consultant's concept. This has not been issued and is waiting on legal clarification.
    3. **Temporary Building:** Operations will most likely be done by issuing keys to user groups. Parks is still finalizing this plan.
    4. **Grooming:** The snow that fell over Thanksgiving was groomed to start a base. The current weather has forced us to close the trails due to lack of snow. There has been concern about walkers on the groomed snow and Parks has prepared signs to be posted on groomed trail use.
    5. **\*Rotary Park & Bridle Trail:** Parks has closed for the season except for walkers from the parking lot until Road & Bridge can no longer plow. Doug Irvine will provide a trail update.
    6. **\*Way Finding Signage Program:** RDG is nearing the finalization of the bid documents for the placement of signs that will be placed near Garden Creek Falls and at the intersection of Circle Drive and Hogadon roads. Signage will continue all the way over to the Muddy Mountain entrance off of Circle Drive road. RDG plans to present to the Parks Board virtually in a work session ~~or at the December meeting~~. Work Session possibly on 12/15/21.

7. **Beartrap Shelters RFP:** The 4 Proposals submitted were individually reviewed and scored. The top two highest scoring proposals were selected for interviews. Interviews were conducted on 12/7/21 and also scored. The top choice has been contacted for price/contract negotiation. The hope is to have a contract awarded at the 12/21/21 BOCC Meeting.
8. **\*Kay-Linn Trails Master Planning:** An updated draft of the proposed plan was delivered on 12/6/21. This will be sent out to user groups to review and develop questions for a virtual meeting in January. Finalization of this project will take place next spring and will run into the fall.
9. **\*Crimson Dawn:** See attached Crimson Dawn Association 11/17/21 Meeting Minutes.
10. **Wyoming Land & Water Conservation Fund Grant:** Sustainable Strategies DC. Ashley Badesch submitted a grant application on 11/30/21 for 4 kiosks located on County property.

#### **PATHFINDER/ALCOVA UPDATE:**

1. **Road Maintenance Project:** There will be ongoing road maintenance in the Cabin area as well as in the Black Beach and Cottonwood camp grounds.
2. **Full Hookup Bath House:** We are awaiting the final billing. We anticipate opening the new facility to the public in the spring of 2022.
3. **RFP Pathfinder Master Plan Project:** The 5 Proposals submitted were individually reviewed and scored. The top two highest scoring proposals were selected for interviews. Interviews were conducted on 12/7/21 and also scored. The top choice has been contacted for price/contract negotiation. The hope is to have a contract awarded at the 12/21/21 BOCC Meeting. The project will be engineered at one time for all 3 campgrounds. The construction will be phased with one campground being constructed at a time for budgetary purposes. Design would take place during the 2022 year and construction will hopefully begin in the fall of 2022.
4. **Trailer Park:** We have been conducting a walkthrough with the BOR checking the overall condition of lots and notating safety concerns as well as maintenance that should be done at each lot.
5. **\*Reservation System:** The Parks Department is reviewing a different vendor for the Camping Reservation system as well as some changes to possibly change a few sites at the lake to multiple trailer camping where current sites might accommodate.
6. **Permits for Construction:** Since 4/1/21 79 construction applications have been reviewed. 14 of the 79 are still in review at this time.

\*Agenda is subject to amendment\*