

**NATRONA COUNTY PARKS BOARD  
MINUTES OF PROCEEDINGS  
February 13, 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. Tina Kruse was absent.

Also present: County Attorney, Tim Petrea, Parks Director and Mike Haigler, R&B Superintendent.

Stuart Hill moved for approval of the January 9, 2020 meeting minutes. Dave North seconded the motion. Motion carried.

Introduction of Tim Petra, Parks Recreation and Leisure Services Director. Currently advertising for an Administrative Assistant to extend the Department's reach in the community.

**IV. Reports: Tim Petra, Parks Recreation and Leisure Services Director**

**A. PARKS UPDATE:**

**A. MOUNTAIN PARKS UPDATE:**

1. Mountain well/water system: Driller looked at the plans and we are going to have a meeting with the Engineer to discuss drilling procedure as soon as the weather will allow.
2. Signage, general: Have asked RDG Planning & Design from Des Moines, Iowa for a quote to provide services on Trail signage and a Wayfinding Master Plan. They are presently working with the City of Casper developing a similar project and will be in town this month and we plan on meeting with them.
3. Biathlon area: (Grooming and conditions) held an event the week of the 6<sup>th</sup> – 16<sup>th</sup>: Communication has been great.
4. Rotary Park planning: Contract was awarded to WLC on 12/17/19 for trail design/bid/build.
5. Held a Town Hall meeting on January 28, 2020 to take Public comment on proposes Park Rules: Positive meeting, continue to gather information.
6. Working on putting out a RFP for the Ponderosa shelter: Noting conditions for the RFP.

**B. PATHFINDER/ALCOVA UPDATE-**

**Road Maintenance and Improvements**

1. A contract was signed between the County and WLC on 11/5/19 for design and bidding out the drainage improvements and gravelling of roads in the Cabin area, site review was conducted 12/31/19 awaiting the final design to send over to the BOR to get the NEPA approval.
2. Black Beach, Cottonwood, and Sandy Beach Gravel Projects on hold until the 2020/21 budget approval.
3. Requested an approval from the BOR to locate a Boathouse & Dock just east of the Alcova Marina. The facility will serve the Sheriff and the Game & Fish offices respectfully. Approval was granted to exploratory digging or drilling to find bedrock.
4. Drone Flight: Aerial flight has been completed for each area (Cabins, Trailer Park, Boat Club, and Ski Club) and the trailer park inventory is 95% complete (a few items need surveyed that were unclear in the aerial). CEPI still anticipates completing each task of the Alcova Inventory survey by April, 2020.

5. A Long Term Road Maintenance Plan was submitted to the BOR on 10/3/19 for approval. BOR reviewed the plan and had comments on 12/31/19. I am now reviewing their comments and preparing a response.
6. Submitting a plan to the BOR for approval to place lights at the Pathfinder Boat Ramp. Lights will be provided by the Walleye Fishing Club.

**VI. DISCUSSION TOPICS:**

- A. Parks Rules and Regulations, future public meeting dates: Survey scheduled to go live on February 14<sup>th</sup>. Public Comment is still being taken. Town Hall Meeting scheduled for March 26<sup>th</sup> at 5:30 p.m.

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. PROPOSALS & PERMITS (Consent)**

- A. Bill Knight, application for water well naming BOR as the landowner, recommend approval.

Stuart Hill moved for approval. Jim Miller seconded the motion. Motion carried.

- B. Bill Knight, application for moving an unusable dock #89 to another location due to the 10.5' clearance between docks #90. Proposed moving #89 between dock #86 and #87. This will cause all docks to the south of this new location to be renumbered and #89 will become #87 and #87 will become #88 etc.

Dave North moved for approval. Stuart Hill seconded the motion. Motion carried.

- C. Approval of the Alcova Resort Master plan so it can be forwarded to the BOR for their approval.

Dave North moved for approval. Stuart Hill seconded the motion. Motion carried.

- D. Submitting a plan from Wrigley LLC to remove sand in a dock area to allow for a boat to get in the dock.

Stuart Hill moved for approval. Dave North seconded the motion. Motion carried.

- E. Submitting a plan from Pathfinder Boat and Fishing club to pour concrete behind their toolshed, instead of decking.

Stuart Hill moved for approval. Dave North seconded the motion. Motion carried.

- F. Submitting a plan from Pathfinder Boat and Fishing to replace rotting wood on boardwalk as needed.

Dave North moved for approval. Jim Miller seconded the motion. Motion carried.

- G. Submitting a plan from Ron Estes Jr with Casper Water Ski Club to repair safety issues on lot 44

Stuart Hill moved for approval. Dave North seconded the motion. Motion carried.

- H. Submitting a plan for Dori Claunch for deck, stairs/railing improvements at their lake property

Request sent back to the applicant for further information.

**Other Business:**

Nordic Trail Passes Report: Online Sales \$7,555.00 and Park Vendor Sales \$7,630.00.

**Public Comments:**

Josh Oster (Casper) Pathfinder Boat & Fishing Club (provided pictures), Mary Peterson (Casper) Eileen Hill, IT Director reported on the public comments received thus far. All forms are being accepted at this time. Online discussion forum is also available.

**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.

**Adjournment:**

There being no further business the meeting was adjourned at 6:19 p.m.