

**MINUTES
CITY OF LAUREL
PARK BOARD
THURSDAY, JUNE 18, 2020**

Members Present:

Scot Stokes – Chair
Jon Rutt

Richard Herr
Irv Wilke

Evan Bruce
Phyllis Bromgard (arrived late)

Advisory Member:

Matt Wheeler – Public Works Superintendent

Public Input: - None

General Items

- Approve minutes of the March 5, 2020 Park Board meeting. Council Member Wilke made a motion to approve the minutes of the March 5, 2020 Park Board meeting. Jon Rutt seconded the motion to approve the minutes of the March 5, 2020 Park Board meeting, all in favor, motion carried 5-0.

New Business - None

Old Business

- Riverside Park Update – The City has yet to receive a firm date regarding the state of construction. The Public Works Superintendent expects this work to begin any day now. All the necessary approvals have been given, and the contractor has received the notice to proceed. The Committee asked if it is possible the park will be open by the end of July. The Public Works Superintendent stated it would be highly likely, as the original date of completion was before July 4th.
- Riverside Park Camping Fees and Fee Collection – The Committee discussed online reservations, and different kiosks for fee collection. The kiosks allow for credit card payment of fees. The kiosks are expensive though. The Committee discussed using online registration or the envelope method like the state does. The State will not allow the City to piggyback off their system. However, access to the site, Reserve America, is available for approximately \$1,000, plus \$99 a month maintenance fee and \$5 per reservation. This would allow for a list to be printed, and an officer could verify the space has been paid for. The \$1,000 fee gets a map put on their website, and the company takes care of all reservations. The Committee discussed fees for the different types of camping spots. The Committee discussed reviewing the fees next year, after they see how much the spaces are used. The Committee discussed signing up for online reservations this year versus next year, and where the money for the website was going to come from. The Committee does not believe Department of Justice funds can be used because this software is not part of the Riverside Park Master Plan, however the Committee is going to ask. The Committee asked how issues with Park reservations are handled. There is phone number to call, and the Police Department will most likely have to deal with it. The Committee is concerned about thefts if there is a locked box, at the campsite, for collecting fees. The Committee discussed having the City of Laurel website be able to accept reservations. The Committee discussed having a collection box for the first year, and then evaluating the amount of money received after this first year. The Committee discussed the fact the Laurel Police Department is very busy and may not be able to go down there nightly and check on payments. The Committee agrees that after the first year, getting on the Reserve America website, is a good plan. The Committee discussed having a City Staff Member go down to the park each morning at

7:30am and check for payment stubs. The Public Works Superintendent had concerns regarding City Staff confronting individuals about non-payment that early. The Public Works Superintendent feels more comfortable with law enforcement confronting individuals who are not paying. The City Staff could report the non-payment concerns to the Police Department. The Committee would like to see Facebook be used to spread the word regarding the park. Next year the Committee will look at the website and raising the fees.

- Jaycee Hall Lease Discussion – The City is looking into taking all the buildings over and have no additional leases in the Park. The Jaycee Hall lease terminates in six months. The City still needs to investigate the possibility of Asbestos in the caretaker's house before demolition. Jon Rutt made a motion to not approve any leases at Riverside Park. Council Member Herr seconded the motion to not approve any leases at Riverside Park, all in favor, motion carried 6-0. The Chair will check with the City Attorney regarding the proper way to notify any current lease holders their lease will not be extended.

Other Items –

- The City is having another meeting tomorrow regarding Lyon's Park. The two engineers need to meet and discuss the plans.
- The Committee discussed holding the next meeting on July 2nd or on July 9th. The Committee agreed to hold the next meeting on July 2nd.

Announcements

- The next Park Board meeting is scheduled for July 2, 2020 at 5:30pm.