

City of Laurel
Park Board Minutes
Thursday, March 1, 2018

In attendance were Park Board Members: Phyllis Bromgard, Amy Pollock, Irv Wilke, & newly appointed member, Ken Gomer; Kurt Markegard, Public Works Director; and Citizens, Curt Lord, Laurel Rod & Gun Club; Nick Kisch, Horseshoe Club; & Kathleen Gilluly, Laurel Outlook. Park Board Member, LuAnne Engh joined via phone call.

1. **Public Comment:** None

2. **Minutes:** Reviewed and approved minutes from January meeting. Irv moved to accept, Phyllis seconded, and they were unanimously approved.

3. **Lease Negotiations:** Horseshoe Club: Kurt has done a lot of research and found the last lease for the Horseshoe Club was renewed until 1997 and he couldn't find anything past that. He feels that the City Attorney will not have them sign a lease until the electrical items on the City buildings are fixed. However, the approximately \$700 + \$400 light (not Horseshoe Club related) is not in the budget but the mayor could choose to have it fixed.

As far as insurance, the MMIA recommends that each group that buildings are leased to are asked to provide their own insurance. Research showed that originally, a certificate of insurance WAS presented in order to provide the lease. This could be a concern because Nick Kisch said the club couldn't afford it. It was left that no lease could be offered until the electrical issues are resolved. Kurt will find out if the Mayor wants to budget for the electrical work.

Laurel Rod & Gun Club:

The Park Board addressed the most recent letter received by the Laurel Rod & Gun Club (LR&GC) dated January 31, 2018, (attached with February minutes). They requested a lease date to start May 7, 2018, with a few changes. They would like the opportunity to shoot trap every Sunday from 10am – 2pm @ a lease cost of \$100/year. They would also like access to the "Club House" to get supplies and to use the kitchen for registration and warm up. Finally, they would like to use it as a place to educate youth and teach firearm safety. They requested a "permanent variance or exception" that allows safety instructed shooting to take place in the back third of Riverside Park.

Amy said she was concerned about shooting since the Riverside Park Master Plan includes putting in a campground. She said she is concerned that public camping and shooting don't go together in her mind. Also, there is a risk of whether the insurance company would still cover the city if there is shooting. Irv said they have done it for years without issue. Amy said people today are different than people of the past. Kathleen Gilluly said the insurance company has said they would cover the city. Kurt mentioned they would cover the city but may not provide liability in case of a shooting so the city could be on the hook. Irv said the LR&GC have their own liability policy for that case. Ken said he has a concern of lead contamination. Irv said

there is already so much deteriorated lead in the berms back there that more won't make a difference.

Irv recommended to enter into the lease for the trap range as presented. Ken seconded the motion but requested finding out more about the lead contamination. Vote passed 3-1 with Amy voting "nay." LuAnne also voiced a "nay" vote, but Irv noted a vote via phone didn't count.

Ken also proposed the Park Board request the new Council & Mayor's position on shooting in Riverside Park including BB Guns, archery, and Hunter's Safety field tests. Irv seconded and motion passed unanimously.

The Park Board then addressed the January 3, 2018, letter from LR&GC concerning being a "champion" for the LR&GC building. Amy said she would love to see them get the building, but it would have to meet the requirements the city put forth. (Document attached.) Basically, Park Board's hands are tied until the required information is presented to the City Attorney and Park Board receives a recommendation from City Attorney.

4. **Sports Teams/Use of Parks:** Scot Stokes had requested we discuss the use of Fir Field by the soccer club without paying for it. Kurt clarified that the City does not maintain Fir Field and therefore, does not charge them. The Park Board agreed that if we are not maintaining it, there should be no charge.

5. **Swimming Pool:** Rates & Billie Riddle Funds: It seems as though our recommendations to Council concerning updating the swimming pool fees and looking into using the interest money from Billie Riddle donation was not passed on to council. Irv said he would help get them brought up at the next Council workshop. We also need to make sure Brittany knows that if it's highlighted in yellow that is often signifying it needs action, possibly to be added to the next Council agenda.

Amy also shared some quotes for benches and shade for the swimming pool. She said she was excited because it was a lot lower than originally proposed. (See attached quotes.) Kurt mentioned we would need to get another quote if the Council Oks the purchase. Irv also said he would look into getting a quote for cement benches. The Board agreed that they would like this to go forward as quickly as possible because a public hearing would need to be held if Billie Riddle interest funds were going to be used. Irv said to get the information to him and he would present at next workshop.

The Park Board also received a copy of the YMCA proposal to run the swimming pool this summer. The Park Board recommended accepting the proposal but with the request to add dates for first and last days open for swimming.

6. **Update on Funds from Dept. of Justice:** Kurt reviewed the recommendation of the committee who was asked to give a recommendation on how to allocate funds. Riverside Park was ranked 1st and 2nd priority overall. They recommended giving \$350,000 for Riverside Campground and boat ramp and \$37,000 for the vault toilet by the boat ramp.

It was also recommended Lion's Park receive \$62,000 for ADA access and an additional \$18,000 for dredging. Kurt also requested that if there are additional funds leftover, that an additional \$50,000 be given to Riverside Park.

Kurt was originally going to ask for a ton of letters for support be written. However, Alicia informed him that each letter required time which could potentially cause a delay. Therefore, he decided that may not be the best idea.

Other: N/A

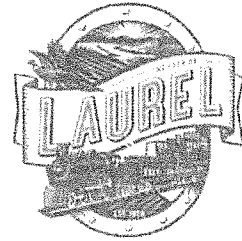
Meeting was adjourned at 7:30 pm.

Respectfully submitted by
Amy Pollock, Park Board Member

CITY HALL
115 W. 1ST ST.
PLANNING: 628-4796
WATER OFC.: 628-7431
COURT: 628-1964
FAX 628-2241

City Of Laurel

P.O. Box 10
Laurel, Montana 59044



Office of the City Planner

Riverside Park: "Champion" Building Restoration Proposal Requirements

This form provides the minimum requirements for the submittal of a building restoration proposal to the Laurel City Council. Applicants must meet with the City Planner prior to submitting a proposal. Proposals shall be submitted to the Planning Department for a completeness review before they will be forwarded to the City Parks Board for that Board's review and recommendation to the Laurel City Council.

A building restoration proposal must include the following;

- General Applicant information (Name of Applicant(s), phone number, address, email)
- Building description and location:
- Describe the current condition of the building including, but not limited to, the roof, bathrooms, flooring, mold and water damage, furnace/heat supply (include pictures and detailed descriptions)
- Is remediation for hazardous materials (mold, lead, asbestos) necessary, if so please describe how this will be done.
- Describe the proposed improvements (include any pictures, drawings, renderings and site plans)
- How will the project comply with the City Floodplain Regulations?
- Has a floodplain permit been applied for with the City's Floodplain Administrator?
- How will the project comply with City Building and Fire Code requirements, as well as ADA requirements?
- How will the building be supplied with adequate water and wastewater supplies?
- Provide a detailed cost estimate of all proposed improvements and how the improvements will be funded.
- Provide proposed restoration schedule and the estimated completion date of project
- What entity and organization will be responsible for the overall long-term maintenance of the building?
- Describe the funding mechanisms for long-term maintenance.
- Proposal for lease agreement with the City (must be reviewed and recommended by City Attorney prior to the Parks Board's recommendation to Council)



QUOTE
#91835

02/01/2018

Taggart Castleton
taggart@gwpark.com

Carlene E. Jenson
Carlene@gwpark.com

Laurel Parks Department Benches

Laurel Parks Dept
Attn: Amy Pollock
115 West First
Laurel, MT 59044
amypollock@email.com

Project #: P68077
Ship To Zip: 59044

Quantity	Part #	Description	Unit Price	Amount
4	B6WBRCS-POLY	Webcoat - 6Ft. Bench with Back - 3/4" #9 Expanded Metal, Rounded Corners, Two 2 3/8" Legs, Inground Mt.	\$365.00	\$1,460.00

Shipping to:
Laurel, MT 59044

SubTotal: \$1,460.00
Freight: \$630.00
Total Amount: \$2,090.00

*Freight charges are based on listed zip code and are subject to change,
if shipping information changes.
Customer is responsible for offloading equipment from delivery truck.

No sitework, surfacing, or installation is included; Equipment Only.

Payment Options

Cash or Check Orders - Please make check out to Great Western Park & Playground, Inc.

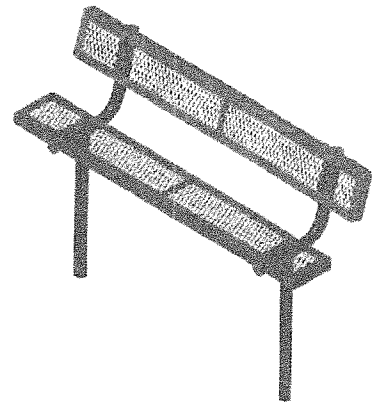
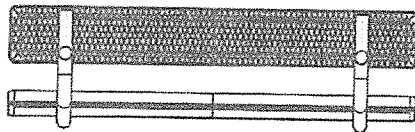
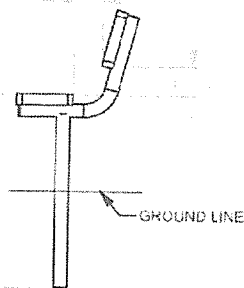
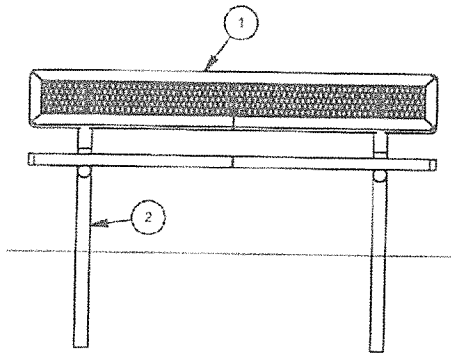
Credit Card Orders - Visa or Mastercard.

50% Down - 50% down payment with order and remaining 50% payment before shipment

Credit Terms - Credit application required with order. Terms negotiated prior to order placement. Down payment may still be required.

Note: If you are issuing a P.O. please make it payable to Great Western Park & Playground, Inc.

ITEM NO.	PART NUMBER	DESCRIPTION	QTY.
1	S6RC	Seat, 6' RC	2
2	FBWBI	Frame -For- Bench W/ Back, In-Ground	2



Rev Date & Description:	
Rev Date & Description:	
Date: 05-23-2016	Reviewed By: KRisher
Date: 01-07-2016	Drawn By: RLewis

Superior Recreational Products

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1050 Columbia Drive, Carrollton GA 30117
Toll Free: 800-327-8774 Local: 770-832-6660

Description: 6Ft. Bench with Back, 3/4" #9 Expanded Metal, Rounded Corners. Two 2 3/8" Legs, Inground Mount					
Material:			Rev: 01	Drawing Number: B6WBRCS	
Weight: 89.41 lbs.	Size: A	Units: Inch	Tol: 1/6425 Unless Otherwise Specified	Scale: 1:24	Sheet: 1 of 1



Great Western Recreation
P.O. Box 97 Wellsville, UT 84339
435-245-5055
www.gwpark.com

QUOTE
#91852

02/02/2018

Laurel Parks Department Gametime Shade

Laurel Parks Dept
Attn: Amy Pollock
115 West First
Laurel, MT 59044
amypollock@email.com

Project #: P68077
Ship To Zip: 59044

Quantity	Part #	Description	Unit Price	Amount
1	ST1226	Game Time - Hanging Cantilever Shade 20x10x8' height	\$2,588.00	\$2,588.00

Shipping to:

Laurel, MT 59044

SubTotal: \$2,588.00
Estimated Freight: \$818.88
Total Amount: \$3,406.88

*Freight charges are based on listed zip code and are subject to change,
if shipping information changes.
Customer is responsible for offloading equipment from delivery truck.

No sitework, surfacing, or installation is included; Equipment Only.

***Note: If you are issuing a P.O. or CONTRACT please make it payable to GameTime C/O Great Western. Checks should also be made payable to Gametime C/O Great Western**



Laurel Parks Department Gametime Shade

QUOTE
#91852

02/02/2018

*****Note: If you are issuing a P.O. or CONTRACT please make it payable to GameTime C/O Great Western. Checks should also be made payable to Gametime C/O Great Western****

Payment Options

Credit Orders - Complete a Gametime Credit Application in order to receive approved credit. Allow 7-10 business days for processing time. An order deposit may be required.

Credit Card Orders - Visa, Mastercard, or American Express. Your credit card will be charged by Gametime.

Cash on Delivery(COD) - Cashiers Check ONLY made out to Gametime C/O of Great Western

This quotation is subject to policies in the current GameTime Park and Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to GameTime, c/o Great Western. Kindly issue one order for the equipment and a separate order for surfacing and/or equipment installation services.

Pricing: F.o.b. factory, firm for 10 days from date of quotation.

Payment terms: payment in full, net 30 days subject to approval by GameTime Credit Manager. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: order shall ship within 30-45 days after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required. **Damaged goods and/or shortages must be reported within 30 days of receipt of shipment in order to receive full credit. Please inspect and inventory all items received and list all damaged and missing goods on the bill of lading provided by the freight driver. Credit will not be given on items reported outside the 30 day time period.**

Freight charges: Prepaid and added at time of invoicing.

Taxes: State and local taxes, if applicable, will be added at time of invoicing unless a tax exempt certificate is provided at the time of order entry.

Receipt of goods: Customer shall receive, unload and inspect goods upon arrival, noting any discrepancies on the Delivery Receipt prior to written acceptance of the shipment.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions. Unless specifically included, this quotation also excludes drawings and permits. This quotation also excludes impact testing and independent audits unless specifically included.

Submittals: our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. GameTime designs and specifications are unique and not intended to be identical in all respects to other manufacturers. When requested we shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

To order: Please complete the acceptance portion of this quotation and provide color selections, purchase order copy and other key information requested. Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

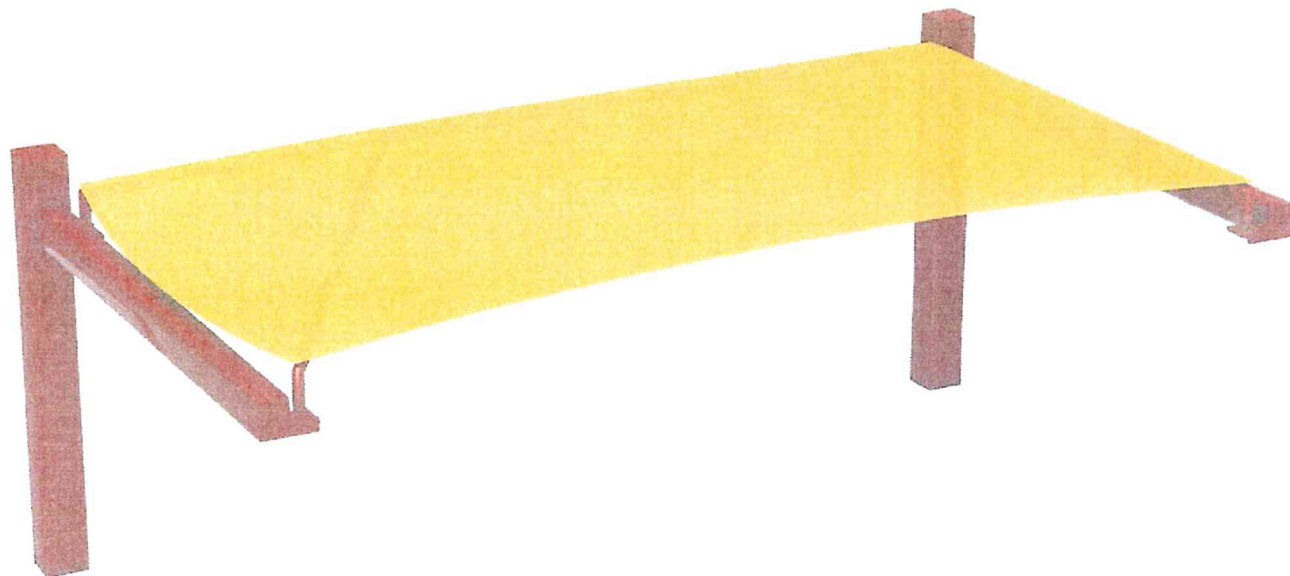
Site Dimensions: Confirmation of final site dimensions and use zones are the responsibility of the owner.

Use Zones: Use zones shown are minimum safety zones required and should be clear of any overhead obstructions and any other encroachments. Please refer to ASTM 1487-07 a c1 for additional information regarding using zones and placement of playground equipment.



Taggart Castleton
taggart@gwpark.com

Carlene Ellison
Carlene@gwpark.com



A cantilever is used as a structural element projecting from a vertical support. Our uniquely designed Cantilever structures are used to provide shade over any area where only one side can be attached to the ground, therefore eliminating damage or obstructions.

Features and Benefits:

Model: 3955
Use Zone: 10' X 20'
Fall Height: N/A

Limited Lifetime Warranty on uprights, hardware and connections. Visit gametime.com/warranty for full warranty information



Designing award-winning playgrounds since 1929



Certified Installer Network: GameTime trained for GameTime playgrounds.



Complies with ASTM standards before it leaves the factory.