

# Seasonal Camping Patron Policy

IT IS THE RESPONSIBILITY OF SEASONAL PATRONS TO REVIEW PARK POLICIES ANNUALLY TO KEEP UP TO DATE ON ANY CHANGES THAT TAKE EFFECT FOR THE MONTROSE CAMPGROUND.

**Montrose Campground and Seasonal Camping Operation Dates:  
May 1<sup>st</sup> – October 1<sup>st</sup> ; Weather Permitting; Council Advised**

## Seasonal Fees

**Seasonal Campsite Fee: \$2000** per site for a fiscal year.

(City of Montrose Fiscal Year: January 1<sup>st</sup> – December 31<sup>st</sup>)

Checks can be paid to: *City of Montrose*

Full payment must be made *no later than April 1<sup>st</sup>* to the city Finance Officer or the Campground Host.

If payment has not been received by April 1<sup>st</sup>, the site amenities (water/electricity) will be shut down and an eviction notice will be issued to the seasonal camper.

**Reservation Deposit:** It is an option to reserve a seasonal campsite for the following year if a **deposit of \$150** is paid to the city Finance Officer or the Campground Host. This deposit is non-refundable and the deposit will be deducted from the \$2000 annual fee. This reservation deposit must be made at the end of the camping season, by October 1<sup>st</sup> of the current year.

Please note: Site Reservations are on a first come, first serve basis. If a reservation deposit is not received for a seasonal campsite prior to October 1<sup>st</sup> then it is assumed by the Montrose Campground managers that a seasonal site is available to new customers. If a deposit is made to hold a seasonal spot, and the patron decides they no longer want the spot, no refunds will be given.

Trailers that are left on-site for the winter will be asked to move no later than April 1<sup>st</sup> of every year and are subject to be towed away if a reservation deposit was not paid prior to October 1<sup>st</sup> of the previous year. **Trailers parked over the winter months in a seasonal campsite is a courtesy of the city council team, and does not reflect as a right because of the annual fee requirement.**

Please note: If a patron decides to leave on their own accord once the season has started, and all fees are paid for that fiscal year, all sales are final and no refunds will be given.

**Payment Plan:** Payment plans are an option and can be worked out with the city Finance Officer. Note: payment plans will still need to accommodate the April 1<sup>st</sup> deadline.

**Insurance Coverage:** All seasonal campsite patrons must provide non-expired proof of insurance coverage on their Trailers/RVs, and this must be filed with the city Finance Officer, as well as up to date contact information.

## Seasonal Site Rules:

The Maintenance Technician and the Campground Host will perform their duties accordingly to address complaints/emergency repairs to campsites (electrical, sewer, and water) and may enter a site to do so as it is the property of the City of Montrose. The fees patrons pay for a seasonal campsite, is to have the use of a site for the season; to use the amenities and services of the park and does not give you ownership of site/property or entitle you to refuse staff entrance onto the site to perform their duties.

All rules will be enforced. Emergencies or staff abuse that occur, requires documentation to be filed with the finance officer for mayor/city council review. If there are numerous issues, concerning any particular

site/sites may warrant a visit from management and may result in eviction without refund. After a review of incident reports at any time of the season, management then reserves the right not to renew/ evict during/end of the season.

PLEASE NOTE: Security and Management reports are private and will not be released to campers to protect the privacy of individuals that may be mentioned in reports.

**Camper Trailer Policy:** Trailers must be 15 years old or newer and in good repair. If it is deemed unfit by the city of Montrose, you will be asked to remove your trailer and refunded your remaining balance for the season.

All trailers must be maintained and movable: tires, frame, and hitch must be in good working condition, in the event of an emergency or routine site maintenance, tree removal/trimming, etc. If there is a Trailer/RV that is not maintained, or cannot be moved when necessary, the owner will have a timeline for repairs to be done. Trailers/RV's are subject to being towed from the park if the repairs are not completed in the required timeline given by city personnel.

Seasonal campsite patrons may be asked to remove Trailer/RV during the winter months: (October 2<sup>nd</sup> – April 31<sup>st</sup>) in order to perform necessary site maintenance to a section/area of the park. (Ex: Sewage, electrical, or tree removal). Seasonal patrons that are unable to store their Trailer/RV elsewhere for the winter can communicate concerns with the Campground Host and parking in a non-seasonal campsite instead is an option. Costs incurred for moving trailers is the sole responsibility of the Trailer/RV owner.

Seasonal site patrons may leave their Trailer/RV on site for the winter (courtesy of the city council team, and does not reflect as a right because of the annual fee requirement).

Winter parking **IS AT YOUR OWN RISK** and the City of Montrose **IS NOT RESPONSIBLE FOR ANY DAMAGES** that may be caused by heavy snow, falling trees, sewer backups, theft, etc. during our offseason. We ask you to do the following:

- No personal items are to be stored near or under the trailer.
- The sewer release valve is closed and disconnect sewer pipe from the trailer to avoid any potential sewer backups over the winter months
- Sites are to be left clean and free of garbage.

**Guests-**Seasonal campers are permitted guests at no extra charge. All guests and vehicles must check in with the Campground Host. All guests must be accompanied by the seasonal camper while staying on the seasonal site and the seasonal camper is responsible for the guest that is visiting their site.

**Certain Actions NOT ALLOWED:**

- Seasonal campers are not permitted to allow another person use their seasonal pass and will forfeit their camping privileges immediately, removing themselves, their trailer, and belongings from the site immediately with no refunds.
- Seasonal campers cannot rent their Trailer/RV to someone else. Anyone in violation of this policy will be asked to leave the park immediately with no refunds.

**Sale of Trailer/RV:**

Please note: when a Trailer/RV is sold and ownership is transferred, the seasonal campsite does not go with it. The mayor/city council team will make an effort to accommodate the new owners, provided there is no one on the waitlist for the site. Communication is essential with the Campground Host and the city council team on this issue.

### **Decks:**

All decks are to be flat, with a railing, steps, and lattice, which should not exceed the length of the trailer. Decks shall not exceed 8 feet in width. Decks shall not impede on a neighboring site or over any hookup post. It is ok to have portable put up and takedown style gazebos on decks. Wooden or permanent structures are NOT allowed. There are to be NO decks that include items such as wooden roof structures, structures over the top of the entire trailer, tarps, etc. If there are any questions regarding the construction/addition of decks, please reach out to the city Finance Officer for further clarification and proper communication to the zoning team if necessary, prior to the start of any construction.

All repairs to decks and trailer/rv's must take place during the hours of: 9am – 5pm as to not disturb other campers.

### **Campsite Maintenance:**

Please keep your site neat and tidy at all times. Any toys, bikes, etc. are to be stored neatly on the site; located on the side or back of the trailer.

EXAMPLES of poor maintenance:

- Trailer/RV presents with holes, tape, tarps, wood in windows, excessive dirt, etc.
- Campsite is littered with garbage or there is a foul smell coming from the site.
- Campsite presents with scattered toys all over the site and is not put away nightly.
- Deck is falling apart, not kept tidy or has peeling paint.
- Pet toys or Feces is not picked up.
- Presence/storage of lumber, pallets, metal, old screens, awnings, clutter items, etc. under or behind the trailer site.

Patrons that fail to maintain their campsite will be given a Notice from the city, stating the issues, observed. The Notice will include a timeline for compliance and if the campsite is not brought up to the stated standards, the campsite will be terminated and the patron will be evicted from the park with no refunds.

*Temporary Clotheslines* for towels and bathing suits are permitted; however, no other laundry may be hung.

*LED lights* (25 feet each) – 2 strands only, are permitted per site.

Air conditioners, lights, and patio lights are to be turned off when you are away from your site. All extra lighting must be turned off while you are sleeping and during daylight. We must work together to minimize electrical costs.

***City Trees*** – Municipal trees are not to be cut, including trimming branches, or removing bark. Please contact the Campground for Host for maintenance requests.

***Fire Pits*** – Fire pits may be used as long as there is no active burn ban in place for the city. The city Finance Officer has this information if needed.

- Campers are to maintain a reasonable size fire; for safety reasons, we do not allow the burning of large lumber, pressure-treated lumber, or pallets.
- Wood Piles are not to exceed 3 feet high x 4 feet wide and must be kept tidy.
- At no time is fire to be left unattended.

### **Patrons under the age of 18:**

Parents must accompany children under age 21 who are staying on the premises/site. At no time is a child under the age of 16 is to be left alone on the premises without parental supervision.

You are responsible for the actions and whereabouts of your children and any friends they bring to the park with them, at all times.

**Pets:**

All pets must be kept on a leash at all times. *City ORD 2023-004*. Owners are responsible to clean up after their pets. Pets are NOT to be left unattended at your site. Please control any barking. NO pets are allowed at the pool area, the campground bathhouse, or in any city building. Any pets that show aggression will not be permitted back to the park.

**Smoking/ Vaping Cannabis within the park:**

Cannabis is prohibited in outside public areas within the park:

1. On roads and paths
2. In public buildings
3. On-site around the campfire
4. Play and field areas
5. Pool area or campground bathhouse

*Recreational Cannabis is illegal in South Dakota*. In July of 2021, South Dakota legalized Cannabis for MEDICAL USE only. All patrons who need Cannabis for medical purposes must be able to produce a medical cannabis card to city personnel.

On behalf of the Mayor/City Council Team, we are delighted to have you, and we hope that your experience in the Montrose Campground is positive and enjoyable!

Please feel free to reach out to the following contacts for any questions, concerns or simply to leave any feedback for our team as we continue to strive for excellence with our campground patrons.

City of Montrose Campground Host -

City of Montrose Finance Officer – Nicole Siemonsma  
 PO Box 97  
 100 W Main Street  
 Montrose, SD 57048  
[montrose@goldenwest.net](mailto:montrose@goldenwest.net)  
 605-363-5065

I, \_\_\_\_\_ have read the Montrose Campground Policy, and hereby agree to the terms and conditions set forth in this policy. The agreement is demonstrated by the patron signature below:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_