



**CITY-COUNTY PARKS ADVISORY BOARD
SUMMARY
Wednesday, April 5, 2017**



City of Helena

City Members

- Pat Doyle
- Ross Johnson
- Steve Baiamonte

County Members

- Dave Payne
- Ken Wallace
- Ernie Lundberg (Lincoln Parks Board)

Joint Member

- Kalli Kind, School District Representative

Commission Representatives

- Rob Farris-Olsen, City Commissioner
- Jim McCormick, County Commissioner

Staff Contact

- Matt Heimel, Lewis and Clark County Special Districts Planner
- Amy Teegarden, Parks and Recreation Director
- Craig Marr, Parks Superintendent
- Todd Wheeler, Recreation and Aquatics Program Manager *excused*
- Lydia Sakowski, VISTA Volunteer
- Jennifer Schade, Recorder

LOCATION: City-County Building, Room 426

TIME: 11:30 am – 1:00 pm

Visitor(s): Cory Bailey, Kendra Branch, Gary Dalton, Nancy Everson, Johnny Keintz, Al Knauber, Nate McCarthy, Greg McNally, Brynja Schick, Dave Smith, Kailin Taylor, George Thebarga, Jeff Salisbury.

1. Call to Order

2. Establish Quorum/Introductions/Review Agenda/Approval of Minutes

Approval of: February 1, 2017 Minutes

- It was noted that Dave Payne was present at the February meeting.
- With said correction, Steve moved to approve the February 1, 2017 minutes. Dave seconded. Motion carried.

Approval of: March 1, 2017 Minutes

- With no corrections, Ross moved to approve the March 1, 2017 minutes as presented. Dave seconded. Motion carried.

3. Comments from Persons Present

The board will accept brief comments from the public for items that are not on the agenda at this time.

- None.

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4. Unfinished Business

Parks Report – Amy and Cory

- Cory stated there is more activity at the parks as summer approaches. We have had considerable more animal calls.
- Per Amy - By May 12th, we will have a full 12 months of data. At that time, we will need to decide what to do with the information.
- Ross inquired about an incident at the skate park. Cory stated the Police Department has dealt with the person involved frequently over the last month. Alcohol was a factor. The woman was issued 6 to 7 different citations. The call was initiated by a parent as well as a staffer at the YMCA.
- Dave thanked the Helena Police department for their quick response.

Indoor Recreation Facility Update – HRSA

- No report.

5. Presentations/Discussion Items

Babe Ruth Ryan Fields and Budget Request for FY18 – Nancy Everson

- Johnny Keintz, President and Nate McCarthy, Treasurer, Representatives of the Helena Babe Ruth Baseball Association (HBRBA).
- HBRBA is responsible for the maintenance of Ryan Park. For the last five years the expense and depreciation associated with this has averages approximately \$66,000 per year. HBRBA currently receives an amount to defray a portion of direct mowing costs of \$14,500/year and an operations allocation of \$15,000/year for a total of \$29,500 per year. The remainder of the funds needed to maintain the facility is obtained through fundraising, baseball registrations, tournaments and rental income.
- HBRBA is requesting the following funding from the City-County Parks Board:
 - **Mowing Budget Request** – requesting **\$14,500** (amount HBRBA is currently receiving)
 - **Capital Savings Request** – requesting **\$8,500** to purchase a new mower.
 - **Parks Development Request** – requesting for the following items:

PROJECT	ESTIMATED COSTS
Annual Aeration	\$4,500.00
Chain Link Repair and Additions	2,000.00
Repair of Lights by Clubhouse	\$3,000.00
South Entrance Gate Repair	\$1,500.00
TOTAL PARKS DEVELOPMENT REQUEST	\$11,000.00
TOTAL CAPITAL SAVINGS REQUEST	8,500.00
TOTAL ADDITIONAL FUNDING	\$19,500.00

- Based on these items, HBRBA is requesting the continued allocations and an additional funding of \$19,500 (\$11,000 for parks development and \$8,500 for the purchase of a new mower).
- These fields are currently being used for baseball, football, Lacrosse, Rugby, and Legion baseball. HBRBA also hosts two annual tournaments – one in May and the other in June. They also host a state tournament.
- As a new member of the board, Ken asked if this is a cooperative agreement between parks and the Babe Ruth organization. Amy stated that 51% of Ryan field is owned by the county

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and 49% is owned by the city. The city doesn't have management jurisdiction. The county has the agreement in place.

- Ross – this arrangement is unique. Is this the preferred way to operate? Nate stated he feels this arrangement works fine.
- \$9,000 is available in the capital fund per Nancy.
- George is presenting on the parks development fund today.
- Nancy will present the parks budget for the county and take action next month. Pat asked for clarification – the parks development money will come from the cash in lieu accounts. Nancy stated that is correct.

Presentation of FY18 Proposed Budget, County – Nancy Everson

- The county has two funds – the parks development fund which has approximately \$12,000 (.10 of one million), and the general fund which supplements most of the budget.
- Nancy reviewed the spreadsheet showing revenues and expenses. Some of the expenses to note include:
 - Weed spraying - \$2,000
 - Sierra and Warren Park contributions - \$8,880
 - City Administration costs - \$3,000
 - Babe Ruth mowing - \$14,500
 - Miscellaneous contracts - \$9,000
- The parks development fund cash flow is listed on the back page of the handout – this shows payment in lieu of parks fund.
- Dave asked for clarification. The \$11,000 being requested by Babe Ruth for Parks Development would come out of the NW Valley (which shows a balance of \$16,897). Per Nancy – that is correct.
- Ken – what is the board's role in budget requests? We as the board make a recommendation to present to the county commission for approval.

Recommended Parks and Recreation Plan Amendments from Land Solutions, LLC – George Theborge
County Community Development and Planning Staff will provide comments to the Parks Board regarding the recommended Parks and Recreation Plan amendments that have been provided by Land Solutions, LLC. Following discussion, staff may make modifications to the County Parks and Recreation Plan to address any concerns staff and the Parks Board may have.

- Goals: 1. Establish that we are in compliance with the plan and state laws in regards to disbursement of funds, 2. Develop criteria for a process of deciding how the money gets spent.
- Land Solutions completed a thorough review of the current Parks Plan to determine how to incorporate the language required by state law into the plan without resulting in a major plan overhaul. Land Solutions has also reviewed recent staff memoranda describing park funding requests by a subdivision developer and a homeowner's association, as well as the Parkland Evaluation form cited in the Parks Plan.
- The state statutes consider the following major points:
 1. A governing body, in consultation with a subdivider, has the authority to determine suitable locations for parkland and whether parkland, cash in-lieu of parkland, or a combination of parkland and cash would best serve the recreational needs of the subdivision residents;

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2. Cash in-lieu may be spent if the governing body determines the money will only be used for land or improvements within a reasonably close proximity to the subdivision, and
 3. There is a park plan in place that establishes needs and procedures for using the money.
- Land Solutions, LLC reviewed current park plan that was adopted in 2012. They looked at other counties and communities in the state of Montana.
 - George stated that in the next fiscal year, the county and city have agreed to put \$25,000 in their respective budgets to redo this plan. The goal is to take the current plans and update.
 - Land Solutions stated that the current parks plan is lacking in that it really only recites certain sections of the state law.
 - After brief review of the memorandum submitted by Land Solutions, LLC, George asked that the City-County Parks Board take the information provided today and review over the next month. If the information provided is acceptable, George is requesting an action item to move this process forward. The amendments will be added to the 2012 document.
 - **The City-County Parks Board will review the proposal and bring recommendations to the next meeting.**

6. Action Items

Canyon Ridge Subdivision, Parkland Improvements Proposal Action Item – Greg McNally

Possible Actions include:

1. Approve the requested expenditure of all or a portion of the requested funds from the Southeast Valley Park Development Fund; or
2. Deny the requested expenditure from the Southeast Valley Park Development Fund; or
3. Request additional information from the Sub-divider and/or County Staff prior to making a decision.
 - This item appeared on last month’s agenda; however, there was not a quorum for voting.
 - Greg reviewed his document again and added that this home owner’s association may ask for addition money in the future based on needs.
 - As the proposal appears to meet criteria appropriately, Dave moved to accept the Canyon Ridge Subdivision, Parkland Improvements Proposal. Steve seconded. Motion carried.

7. Reports

City	Amy Teegarden	Parks	Craig Marr
County	Matt Heimel	Fair Board	Pat Doyle
HOLMAC	Dave Payne	Playgrounds	Stacy Sommer
Lincoln Parks Board	Ernie Lundberg	School District	Kalli Kind
Recreation	Todd Wheeler	VISTA	Lydia Sakowski

City – Amy

- Reservations coming in. We are trying to manage our field use in order to give our fields rest.
- The fee increases were approved.
- Amy is working on the Wayfinding signage program.

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- Amy was asked about motorized assistive devices on trails. Non-motorized devices are allowed on urban trails. We will address this issue when updating the park rules.

HOLMAC – Dave

- Dave distributed the 2017 Helena Open Lands Work Plan (which can be found on the website at:
http://www.helenamt.gov/fileadmin/user_upload/City_Parks/Open_Lands/Documents/Work_Plan/13holmacworkplan.pdf)
- Requested comments.

Lincoln Parks Board – Ernie

- They are waiting to hear back from the contractor for restroom project
- Nyle has returned from vacation.

Recreation - Amy

- Todd is at certification training.
- Working closely with Craig's staff in preparation to open the pool.
- Recruiting summer staff.

Parks – Craig

- Crews are doing general spring cleanup.
- Working on several projects to include: The 6th Ward Garden Park shed placement, replacing netting at Legion Field.
- The Dog Park was closed for maintenance.
- Interviewing for ¾ time position and seasonal employees.

8. Communications and Future Agenda Items (Board Members)

- Action item on Babe Ruth Requests
- George Thebarga Presentation follow-up

9. Next Meeting Date: May 3, 2017

10. Adjournment

With no further business, the City-County Parks Board adjourned at 1:03 pm.

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