



City of Helena

CITY-COUNTY PARKS ADVISORY BOARD SUMMARY Wednesday, July 12, 2017



City Members

- Pat Doyle *excused*
- Ross Johnson
- Steve Baiamonte

County Members

- Dave Payne
- Ken Wallace
- Nyle Howsmon (Lincoln Parks Board)
- 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 *absent*
- Amy Teegarden, Parks and Recreation Director
- Craig Marr, Parks Superintendent
- Todd Wheeler, Recreation and Aquatics Program Manager
- Lydia Sakowski, VISTA Volunteer
- Jennifer Schade, Recorder

LOCATION: City-County Building, Room 426

TIME: 11:30 am – 1:00 pm

Visitor(s): Margareta Bishop, Nancy Everson, Lindsay Morgan, Peggy Stringer

1. Call to Order

- The July 12, 2017 City-County Parks Board Meeting was called to order at 11:32 am.

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

- Vice Chairman Dave Payne established a quorum.
- There were no noted changes to the agenda.
- Approval of: May 3, 2017 Minutes
 - Dave Payne mentioned one small error on the May minutes. On page 5 under HOLMAC, the last paragraph of the first bullet should read “The **climbing club** has made the proposal and will apply for a special use permit through the city parks department”.
 - With no further corrections, Ross moved as to approve the May 3, 2017 minutes as amended. Nyle seconded. Motion carried.
- Approval of: June 7, 2017 Minutes
 - With no corrections, Ken moved to approve the June 7, 2017 minutes as presented. Motion carried.

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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.

- Margareta Bishop, member of public, asked to speak about parks use. She asked the board for discussion of rules of conduct and hours in city parks.
- Margareta stated she lives near Clinton Park. Lately this park has been getting a lot of use at very early morning hours (12:30 am / 1:00 am). The young people in the park are very disruptive. Clinton Park is a mall neighborhood park surrounded by homes. The kids are playing basketball and loud music, disrupting the neighborhood.
- Ross suggested adding signage to include “quiet hours” and “rules of conduct”.
- Steve stated he served as a state trooper for several years. From a law enforcement standpoint, it would be better to have set park use hours. In doing so, this gives the police department discretion to do their job. If someone is in the park after park hours, they are breaking city code and can be cited.
- **Amy suggested it is time to readdress this effort. She directed Jennifer to add this as an agenda item for discussion. We will look at the last 14 months of calls for service and re-review the memo from last year.**

4. Unfinished Business

Parks Report – Amy and Lieutenant Jayson Zander

- There was no Parks Statistics report as Jayson has been on vacation. The June and July reports will be made available at the next meeting.
- Craig stated things are going well overall. Amy mentioned there was a call for service to Nature Park due to fire. We believe the fire was man-made; however, there are no suspects at this time. Nature Park is getting a fair amount of transient use which has been a problem.
- Ross asked if there has been any development in regards to the issues of transients in Cruse Park. Craig stated he has been monitoring the area. It seems there are more issues in the evening.
- Amy received a telephone call from the gentleman that owns the Livery building which houses the eye clinic next to Women’s Park. He is planning on sending a letter to all the surrounding businesses regarding the transient issues in the area. One suggestion he made – it seems there are a lot of transients using the electrical outlets in Women’s Park to charge telephones. So we are working with the BID to put a lock on the utility. Ken then asked if there was an alternative for people. Amy stated the power source is for the BID Alive at Five program function and the pays the bill. She believes the concern is that this is an attractive nuisance for gatherings and tenants are getting harassed. Add signage directing folks somewhere else.

Indoor Recreation Facility Update – HRSA

- Peggy stated that HRSA has developed a drawing of facility. The committee is looking at several different options.
- They continue to evaluate potential site options.
- Peggy commended the parks department for doing such a great job maintaining the Last Chance Splash pool.

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5. Presentations/Discussion Items

- None.

6. Action Items

Approval of the County Budget – Nancy Everson

- Nancy presented the County Budget a couple months ago. It has not changed.
- There are two funds – the parks fund which is supported by a mill levy and subsidized by the general fund. This covers administrative costs as well as funds to the Babe Ruth Association to maintain Ryan Park. The second fund is the parks development fund – this is where the payment in lieu of parks goes. They estimated this revenue at \$5,000.
- Nancy stated they are estimating \$100,000 in funding requests for this fiscal year.
- **Ken has asked to meet with Amy to review the budgeting process.**
- Ken – is the \$100,000 estimated expenses a typical number? Nancy – this is allowed based on the cash balance. This does carry over each year.
- Ross – to clarify – this is not expectation of what will be spent.
- July 25th for final budget approval – This is when we will recommend this budget to the county commissioners.
- Nancy stated they get very limited comment from the public on this budget.
- Nancy added that the reason for the increase from last year to this year is largely due to the increase in maintenance expenses for Babe Ruth.
- With no further discussion, Ross moved to recommend approval of the 2018 County Budget to the county commission as presented. Steve seconded.

Hooper Park Public Water Disinfection System – Misty Edwards/Nyle Howsmon

- Nyle stated that they are behind in getting the new bathrooms. The water system is \$9,000 and the Lincoln Parks Development fund currently has a balance of \$4,815.
- The Lincoln Parks Board is currently undergoing two improvement projects at Hooper Park; a new restroom/shower facility and a public water disinfection system project. The restroom/shower facility is being partially funded by a Department of Commerce Tourism Infrastructure grant with the match for the grant being provided by the County Commission. The disinfection system project needs to be funded by the Lincoln Parks. A preliminary estimate from Drake Water Technologies estimates materials and labor at a cost of approximately \$9,000. The County Commission has currently contracted with Drake Water Technologies for \$26,974 for the engineering and design of the system.
- Nyle stated the county has their legal department involved. The design is completed; they are waiting on the vendor who has already been awarded the contract.
- Nyle suggested we move this item to next month when Misty can be in attendance. If a decision is needed before that time, we will request an additional meeting.
- **This item is tabled until August.**

Recommendation Regarding Proposed Amendments to the Lewis and Clark County Parks and Recreation Plan – George Theborge/Lindsay Morgan

- Lindsay Morgan presented.

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- Lindsay stated the community development and planning department have been working with Land Solutions, LLC in preparing a set of amendments to the Lewis and Clark County Parks and Recreation Plan for the following purposes:
 - To assure compliance with the Montana Subdivision and Platting Act for the dedication and use of funds collected from developers as cash payments in-lieu of dedicating parkland; and,
 - To provide the Parks Board with criteria and a process for reviewing
 - A. Proposals for parkland and/or cash payments in-lieu of dedicating parkland; and,
 - B. Requests for parkland funding from private organizations.
 - These draft amendments are intended as an interim treatment to deal with these specific issues in advance of a more comprehensive look and overhaul of the County Parks Plan in the next fiscal year.
 - George has reviewed this plan in detail.
 - Lindsay provided clarification of page 28 of the draft, Criteria for Use of Park Funds. This section does not assume that a person meets ALL of the criteria listed. The criteria are a guideline to evaluate the request. Exceptions can be made to accept some of the criteria.
 - The draft also includes guidelines for funds dispersal (pages 31/32, #2 Funds Dispersal).
 - It was mentioned that it would be nice to have more detail in this section (i.e., how many times a year to accept requests, etc.). Lindsay stated we will include timelines and deadlines in the overhaul.
 - Missoula has a one-time per year submission. Ken stated that seems convenient for the planning process. Amy agreed and suggested proposals due by late falls so they can be included in budget development in February/March. Kali asked for review of this as a one-time submission wouldn't work for the school district as much of their timing has to do with school bonds. Again, this item can be discussed further when doing the overhaul of the plan.
 - With no further discussion, Ross moved to approve the amendment to Lewis and Clark County Parks and Recreation Plan as presented. Steve seconded. Motion carried.

7. Reports

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|---------------------|---------------|-----------------|--------------|
| City | Amy Teegarden | Parks | Craig Marr |
| County | Matt Heimel | Fair Board | Pat Doyle |
| HOLMAC | Dave Payne | Playgrounds | Stacy Sommer |
| Lincoln Parks Board | Nyle Howsmon | School District | Kalli Kind |
| Recreation | Todd Wheeler | | |

City Report – Lydia Sakowski

- Things are moving along at the 6th Ward Garden Park. We are holding weekly gardening parties and have a steady stream of volunteers.
- Lydia has been working on organization guidelines and a mission statement for the advisory coalition. She is redefining the decision making rules for the coalition.
- Lydia stated she is completing her Master's Degree in Public Health. Part of her practicum included the assessment of the Kays Kids program and summer meal program. She will present her findings at a future Advisory Board meeting.

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County Report

- None.

HOLMAC Report

- None.

Lincoln Parks Board Report - Nyle

- Nyle stated Lincoln had a very successful July 4th celebration. There were many visitors and the camping area was full.

Recreation Report – Todd

- The pool season is almost over. We had a very successful season. Swim lessons were full and lap swim proved to be very popular.
- Tennis lessons have been consistent as well.
- The Kays Kids program was at capacity for many of the locations.
- Fiscally we have taken in \$72,000 in revenue since the end of May. \$46,000 was in credit card transactions. The online registration was very successful.

Parks Report – Craig

- The parks maintenance department has had a very busy season.
- We have had some challenges from the heat burning the grass in our parks. We also had problems with stakes driven into irrigation lines. We may need to reevaluate the necessity of bouncy houses in our parks.
- We experienced two fires in Nature Park which burned close to ½ acre. We believe it was due to transients. Parks maintenance is making it a priority to clean up the vegetation and transient camps.
- Parks maintenance is working with the Opens Lands Manager in that they are providing an employee who is dedicated to open lands maintenance.
- Urban forestry is working on fallen branches/trees from storm damage and continuing pruning route.
- The walking mall stream is flowing again thanks to the efforts of some of our parks maintenance personnel. There is new landscaping and it looks amazing!
- We had a surprise safety inspection of the new facility.
- Parks are getting a lot of use this year.

Fair Board Report

- None.

Playgrounds Report

- None.

School District Report – Kali Kind

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- The school district is battling with the same water issues. The main water line at Capital High School broke.
- They have been working at Ramey Park to tie into the well at Helena High School – there have been a few issues with this process.
- The bond is a big issue. The school district will be putting out Requests for Qualifications (RFQ's) for GC/CM's (General Contractor / Construction Manager's) that will be hired for each of the schools. If all goes well, we will move ahead with breaking ground on three new schools in the spring.
- Ross asked if there are hours for school properties. Kali stated she was recently at Capital High School and they are having issues in the parking lot. Her plan is to put up signage and perhaps gating the Capital High parking lot.

8. Communications and Future Agenda Items (Board Members)

9. Next Meeting Date: August 2, 2017

10. Adjournment

- With no further business, the City-County Parks Board adjourned at 1:04 pm.

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