



**CITY-COUNTY PARKS ADVISORY BOARD  
SUMMARY  
Wednesday, May 3, 2017**



City of Helena

**City Members**

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

**County Members**

- Dave Payne
- Ken Wallace
- Nyle Howsmon (Lincoln Parks Board)

**Joint Member**

- Kalli Kind, School District Representative *excused*

**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 *excused*
- Jennifer Schade, Recorder

**LOCATION:** City-County Building, Room 426

**TIME:** 11:30 am – 1:00 pm

**Visitor(s):** Mary Hollow, Evan Kulesa, Ernie Lundberg, Greg McNally, George Theborge, Dave Smith, Stacy Sommer, Lieutenant Jayson Zander

**1. Call to Order**

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

- Approval of: April 5, 2017 Minutes
- Nancy asked that Jennifer clarify in the minutes that the \$9K available is tied to Babe Ruth.
- With no further corrections, Dave moved to accept the April 5, 2017 minutes. Ken 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.

- Mary Hollow, Executive Director of Prickly Pear Land Trust asked for time to introduce the Trails Coordinator, Evan Kulesa. Evan has 10 years of trail experience from a variety of organizations including the forest service and the Bob Marshall Wilderness Foundation. Evan will serve as a full-time trail coordinator.
- PPLT has recently kicked off the trail season. They have had 4 volunteer work crews in the south hills flagging new routes and clearing trails.

*“The City - County Parks Board’s mission is to promote investment in the development and maintenance of parks, recreation, trails and open space.”*

- Amy and Brad are amazing and a great value to open space! Thank you for your leadership.
- PPLT has a few regional projects in the works:
  - The Peaks to Creeks project connects to the Centennial Trail and includes approximately 205 acres between Fort Harrison and Spring Meadow Resources. This will be open to the public in a couple weeks.
  - The Greenway project is located on the east side of town between Montana City and the airport. The concept is a greenway between those two locations. A greenway is a linear open space established along either a natural corridor, such as a riverfront, stream valley or ridgeline, or overland along a railroad right-of-way converted to recreational use, a canal, scenic road or other route. In the next couple months, we will begin to see more action at this site.
- PPLT has a \$250,000 trail budget this year. Most of this is for trail work and projects. This year that money is earmarked for the far southern extent of the south hills. The partnership with city is so important. When we combine our resources for work in the south hills, we can get so much more accomplished.
- Ross asked where to find more information on the Peaks to Creeks project. The PPLT recent newsletter has information regarding this project. You can sign up to receive regular emails and information by going to one of the following links:
  - <http://pricklypearlt.org/peaks-to-creeks-initiative/>
  - <http://pricklypearlt.org/sign-up-for-e-news/>
- PPLT has been working with county and the Fort for many years figuring out how to protect this area as part of the joint land use study. It was decided that PPLT will hold and manage for a while. They will begin conversations eventually with appropriate agencies or entities.
- Upcoming fundraisers include:
  - Don't Fence Me In Trail Run – May 13, 2017 (last year there was approximately 1,000 in attendance). After the event, there will be Ales for Charity event held at Blackfoot River Brewery. PPLT is hoping to unveil the new logo and branding.
  - Ales for Trails (in partnership with Narrate Church) – May 19, 2017
  - Harvest Moon Banquet and Auction in the fall

#### 4. Unfinished Business

##### Parks Report – Amy and Cory

- Looking at the numbers this past month, Cory is surprised that there were only 49 calls for service. Cory will visit with officers to make sure they are doing random walkthroughs. There are more city ordinance violations.
- Lieutenant Jayson Zander is taking over Patrol as Cory will be taking over investigations. Jayson will come to our next meeting. Amy publically thanked Cory for all his hard work this past year. Welcome to Jason.
- Now that we have completed a full year, Amy will work with Jennifer to provide us a 12-month summary that will be in addition to the cover page. We will look at each park and provide a summary of the types of incidents that occurred at said parks by month.
- In reviewing the statistics, it seems that nearly 50% of the calls over the last year were initiated by citizens. Our citizens are invested in our parks system.
- Please let Amy know if there is any further information you would like to see.
- Cory then stated that once summer is in full swing, you will see more comprehensive data.

*“The City - County Parks Board’s mission is to promote investment in the development and maintenance of parks, recreation, trails and open space.”*

- Amy – this information will be helpful in determining designing future parks. Northwest Park has a lot of programming and events happening in the park and 3 sides of this park are surrounded by homes. We only had 8 calls to this park which tells us that the presence of homes nearby may deter less desirable activity. An active park is less desirable as well.
- Dave with the YMCA stated that while activity has increased in Centennial Park, there is less garbage in morning. It seems to be getting better.
- Cory does believe officer presence is helping as well.

#### Indoor Recreation Facility Update – HRSA

- Peggy Stringer gave an update on the indoor recreation facility. HRSA is in the process of completing the feasibility study. Once complete, they should have a plan what this facility will look like – hopefully in the next few months.
- Along with YMCA, HRSA is on the Greater Helena Gives website. Greater Helena Gives is a 24-hour fundraiser to support the nonprofits around Helena. Please go to the website and donate.

#### Continuation of the Draft Amended Parks Plan – George

- Last month George gave an overview of the Amended Parks and Recreation Draft Plan.
- As a reminder, the project goals are, 1. Make sure the county is in compliance with the Montana Subdivision Platting Act (Section 7-3-621) and 2. Develop a consistent process on how to evaluate proposals/requests. This will provide a process on how we make decisions.
- This is an interim step toward a full update of the county parks plan. The county will budget \$25K to hire a consultant and the city will do likewise. We will then update both plans. The regional parks plan was put on hold so this is a different approach to same issue.
- The Lands Solutions report included a process to add amendments to the county parks plan. The document distributed today (actual document) incorporates those changes from Land Solutions into the county parks plan. If this board is comfortable with the changes made, we would now need to follow the steps for amending the county parks plan which include:
  1. The Parks Board would schedule a public hearing where the board reviews the amendments and may propose changes. The board allows for public comment from our stakeholders and addresses the comments. If the board so chooses, the board adopts a resolution recommending the changes be adopted.
  2. This would then go to the Board of County Commissioners and they would then go through their process.
- Dave asked if it would be necessary to track money used on maintenance. Per George, to date all money requested has been spent on development. If we get to a point where there are requests for maintenance we would develop a tracking process.
- Ross asked if we should consider adding Trails to Section I – Criteria for Use of Park Funds, to part H (page 30). He also suggested under #2, page 31 – Funds Dispersal – we add set times per year. Is this a year-round process or is it annually or bi-annually?
- In answer to Ross’s first question, George referred members to the map on page 30. This map which shows the Helena area districts has not been “approved” by anyone. This update to the plan will make this fee area official.
- Per the Montana Subdivision Platting Act, if you are going to use money for parkland in a park, and it is going to be used somewhere else; it has to be in close proximity to the

*“The City - County Parks Board’s mission is to promote investment in the development and maintenance of parks, recreation, trails and open space.”*

subdivision. In conversation with county legal, organized team sports can't really do for subdivision. This is why that particular verbiage was added under "H". If we need to expand this to include trails, we can look at that.

- There is set time of the year in which to apply for funds. This is something we can consider/add. We can add deadline submission information as this is a more organized approach. Ross stated he feels this is something to consider. George agreed with this suggestion. Per Dave – at the very least, we need to present this option at the public hearing for public comment.
- Amy – when our parks plan was adopted, the parks board didn't hold public meeting. Is this state law? We had a public meeting as staff for public comment. Pat – this is just a public meeting for public comment? So in lieu of a "hearing", this can be an agenda item for our June or July Parks Board meeting. George stated that is correct. The Commission can then hold a public hearing if necessary.
- **George will incorporate a process for a set time for requests of funds and check with county legal about the need for a public hearing. We will add this item to the agenda in June as an action item.**

## 5. Presentations/Discussion Items

### 6. Action Items

Cash Payment in-lieu of Parkland Review for the Amended Plat of Lot 5 of the Tillerson Minor Subdivision Action Item – Greg McNally

Possible Actions include:

1. Approve the amount of cash payment to made in-lieu of a parkland dedication; or
2. Deny the amount of cash payment to made in-lieu of a parkland dedication; or
3. Request additional information from the Subdivider and/or County staff prior to making a decision.
  - Request: Applicants, Dallas and Karen Cox, for the Amended Plat of Lot 5 of the Tillerson Minor Subdivision have provided an appraisal by a licensed real estate appraiser to assist the County in determining the amount of cash payment to be made in-lieu of parkland dedication for their Subdivision. The amount of the cash payment must be reviewed and approved by the Parks Board according to a condition of preliminary approval for their Subdivision.
  - Greg reviewed the application and asked the board to approve, deny, or request additional information prior to making a decision.
  - Ross moved to approve the amount of cash payment made in-lieu of a parkland dedication. Dave seconded. Motion carried.

Intermountain Major Subdivision – Amy Teegarden

**Proposal:** A proposed subdivision to subdivide 40 acres into 13 lots located at the south end of Fee and Albert streets off of Winne. As part of the proposed subdivision, approximately 3.03 acres would be divided into 11 developed lots with houses; one lot would be dedicated parkland and the remaining lot would total 35.85 acres and remain zoned as PU, with no plans for development at this time. The proposed lot for parkland does not have direct access from the residential units.

Possible Actions include:

*"The City - County Parks Board's mission is to promote investment in the development and maintenance of parks, recreation, trails and open space."*

1. Motion to (table, approve or deny) a cash donation to be calculated at the fair market value of the un-subdivided, unimproved land.
  - Amy stated that based on MCA and City code subdivision requirements, a calculation of .335 acres (or 14,810 square feet) of parkland is required. The cash-in-lieu payment amount has been calculated by the developer to be 14,810 square feet x \$1 per square foot for a total of \$14,810.
  - Amy reviewed the proposal in its entirety.
  - Per Dave, based on Amy’s presentation, cash in lieu is more valuable. Dave moved to accept the cash in lieu proposal as presented. Ross 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		

### Reports

#### City - Amy

- Regarding the purchase of the Armory Building: Next Monday there will be a meeting for donation and final plat of the Armory Building.
- PPLT is working with the Institute for Tourism & Recreation Research (ITRR) at the University of Montana in Missoula to produce data on the economic value of trails for mountain biking and hiking. This student will go throughout the summer into winter. They will evaluate our open lands trail system. Staff has been hired work at trailhead locations and gas stations to do surveys. Survey data will help in trail and open space management and care as well as in future financial support.
- Peggy alluded to the Great Helena Gives Campaign. The 6<sup>th</sup> Ward Garden Park is part of that campaign as well. Go out and donate!
- The NCCC (National Civilian Community Corps) have been helping with planting and irrigation at the 6<sup>th</sup> Ward Garden Park. We placed a new shed at the park. Amy would like to hold a City-County Parks board meeting at the park in July or August.
- Our community gardens are near capacity.

#### County

- George requested we make sure to have the county listed on next month’s agenda to include Nancy Everson.

#### HOLMAC - Dave

- At the last meeting, HOLMAC took a field trip up Mount Helena. We have received a proposal to establish mountain climbing routes on MT Helena. HOLMAC will do research on safety and liability issues. The company that has made the proposal will apply for a special use permit through the city parks department.

*“The City - County Parks Board’s mission is to promote investment in the development and maintenance of parks, recreation, trails and open space.”*

- Amy stated that we don't have an ordinance that prohibits what they are proposing to do; however, she will reach out to the city insurance authority for direction.

#### **Lincoln Parks Board - Ernie and Nyle**

- Ernie stated that are having issues with the restroom vendor in Idaho. As of now, the restrooms won't be operating until the end of July.
- The next step is to meet and get site plan for a host site for utility connections.

#### **Parks - Craig**

- The maintenance department is working on irrigation.
- They are working at Batch and Legion fields in preparation for ball season.
- In the process of fertilizing the larger parks.
- Assisting Brad at the open lands trailheads.
- Urban forestry has been doing tree replacement between Ewing and 9<sup>th</sup> avenue. We will put in 170 new trees this year.
- We now have a trail agreement in place with the county.
- Craig stated they have several ADA items to address. **He will provide an update on the ADA audit at our next meeting.**
- We planted a tree on walking mall in celebration of Arbor Day.

#### **Fair Board - Pat**

- Pat stated they are gearing up for a busy season. He noted that April was their busiest month yet.
- Many of the facilities are booked. The board will be going on facilities tour of entire grounds.
- They will be reinstalling the rocket sometime next week.

#### **Playgrounds - Stacy**

- Stacy reminded everyone of upcoming events to include:
  - Super Hero Party – May 12, 2017
  - The playground will be set up at Townsend Ag Days which is on May 30, 2017
  - Father Daughter Ball – June 9, 2017

#### **Other**

- Amy updated the parks board of the cities intention on the Fire Tower.
- The Montana Preservation Alliance reached out to Amy and requested that they have an opportunity to have an independent consultant perform an evaluation of the Fire Tower. These consultants were to:
  - Analyze, study, and make recommendations with the parameters given: the study had to meet structural building code and, they had to provide a building code structural analysis.
- Amy will visit with City Manager to discuss next steps.
- No matter what, the city will have to get a demo permit which we will get after public comment.
- Amy will continue to update the parks board as new information is provided.

*“The City - County Parks Board’s mission is to promote investment in the development and maintenance of parks, recreation, trails and open space.”*

## **8. Communications and Future Agenda Items (Board Members)**

- Nancy Everson – County Finance

## **9. Next Meeting Date: June 7, 2017**

## **10. Adjournment**

With no further business, the City-County Parks Board meeting adjourned at 12:57 pm.

### **ADA NOTICE**

The City of Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings or otherwise deny them the City's services, programs, or activities.

Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Elroy Golemon, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: (406) 447- 8490 , 316 North Park, Avenue, Room 440, Helena, MT 59623; TTY Relay Service [1-800-253-4091](tel:1-800-253-4091) or 711, [citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov),

*"The City - County Parks Board's mission is to promote investment in the development and maintenance of parks, recreation, trails and open space."*