



CITY-COUNTY PARKS ADVISORY BOARD SUMMARY

Wednesday, August 5, 2020



City Members

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

County Members

- ☐ Branden Watts *absent*
- ☐ Leah Norberg *absent*
- ☒ Nyle Howsmon (Lincoln Parks Board)
- ☒ Ernie Lundberg (Lincoln Parks Board)

Joint Member

- ☐ School District Representative

Commission Representatives

- ☒ Sean Logan, City Commissioner
- ☒ Jim McCormick, County Commissioner

Staff Contact

- ☒ Spencer Starke, Lewis and Clark County Representative
- ☒ Kristi Ponozzo, Parks, Recreation, and Open Lands Director
- ☒ Craig Marr, Parks Superintendent
- ☐ Kait Perrodin, Recreation and Aquatics Program Manager
- ☒ Jennifer Schade, Recorder

LOCATION: City-County Building, Room 426

Time: Aug 5, 2020 11:30 AM Mountain Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/96455761516?pwd=b0VzRXBRY3hBc3NkQ0NZQWpuWXVNQT09>

Meeting ID: 964 5576 1516

Passcode: 897397

One tap mobile

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Meeting ID: 964 5576 1516

Find your local number: <https://zoom.us/j/adRc2iREaG>

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

Visitor(s): Connie Dedrick, County Planner, Spencer Starke, County Planner, Tony Prothero; Barten Engineers; tony@jbartengineers.com

1. Call to Order

- Chairman Pat Doyle called the City-County Parks Board Meeting to order at 11:40 pm.

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

- A quorum was not established.
- There were no changes to the agenda.
- Approval of previous minutes were not completed as there was no quorum.

Approval of Previous Minutes

- December 4, 2019 Minutes
- February 5, 2020 Minutes
- March, 2020 Minutes

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.

4. Unfinished Business

5. Presentations/Discussion Items

Parks and Recreation COVID Response

- Kristi provided an update regarding the Parks and Recreation Department and how we have responded to the COVID pandemic.
- We did playgrounds and office closed for some time; however, everything opened back up in Phase 2. We are currently experiencing extensive use of our parks and open lands.
- While we don't have specific trail counter data or park use data or more anecdotal data, we are seeing heavy use of parkland areas.
- The Parks Maintenance crews have been working very hard to keep playgrounds clean. Craig and Pat are working diligently to keep facilities open and clean. They are also working to keep employees safe and have encouraged employees to stay home when sick. Everyone is wearing masks. We are doing all the things that we need to do to stay on top of everything in light of this very different environment that we are living in.
- The Hill Park stage is being constructed in response for more outdoor performance areas. This was done in response to multiple requests for more outdoor performance areas this season. We hope to have it available for rent later this month.

Recreation Programming and Events

- It was a challenge to keep pool open this year. We struggled to keep staff. The staff that we had have been amazing. COVID protocols were intense. We were just happy we were able to offer this recreation opportunity this summer.
- We have worked with the Lewis and Clark County Health Department extensively this season. Any event with anticipated attendance of 50 people or more has to go through an additional application process with the county before approval.

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- Craig – Many of the large, annual events have been cancelled due to COVID. We are seeing quite a bit of family and private use. The pool season has been good this year even though it has been lower capacity than in the past. People seem to be enjoying it.
- Pat thanked the parks maintenance crew for all their hard work. He then asked if we have seen an increase in costs for cleaning, PPE, etc. due to COVID and asked if this is something we track as far as the time or additional dollars that are spent on equipment/maintenance because of COVID. Craig stated that we are tracking our expenses, but it is somewhat of a trade-off due to the fact that we are seeing more individual use and not as much group use. We didn't offer the lunch program this season and have cancelled some events that would have created additional work/garbage. We are as busy as we were last year. It is just a different kind of busy.
- Lincoln Park Use
 - Pat then asked that Ernie and Nyle provide an update on what is going on in Lincoln.
 - Nyle stated the park is doing pretty well. They aren't seeing quite as many visitors this year. People have been visiting the new RV Park as well as the new skate park. Bigger events have been cancelled as well. Ernie stated the Sculpture Park has been getting tremendous use. The skate park is doing really well. Yesterday there was a group from Bozeman that came to Lincoln just to use Skate Park.

Future Meetings

Facilitation (how, when, how often)

- Pat deferred this conversation to Kristi. What are other boards doing? Do we need to meet every month? Kristi stated that this will be up to the board members. We can meet every month. We will definitely want to meet if we have park board dedications or action items that need our immediate attention. We are getting better at zoom meetings. From a travel standpoint, people don't necessarily need to be in their office for the meeting (can zoom meet from home), nor does Nyle or Ernie need to travel from Lincoln, so we are open to support whatever the board wants. There are things coming up where we will want input from the board. We will most likely need to meet at least every other month. Pat agreed and asked for commission direction as well.
- Sean stated he thinks it is clear that because of COVID and considering that the board meetings are sometimes intensive, that perhaps we should ease back into them. The City Commissioners are now getting reports from boards at Administration meetings which is very helpful. Each board will have a representative present to the commission every other month.
- Ernie stated that his wife currently serves on CAC (Citizens Advisory Committee – County) and they have been meeting every month. He added it really depends on the comfort level of members meeting in person. Wearing masks doesn't seem to be a big deal, but zoom meetings are okay as well.
- In hearing what others are doing, Pat recommends the City-County Parks Board meet every other month unless there is an urgent item that needs to be addressed.
- Spencer added that he and Connie have several subdivisions that the parks board will need to meet on/approve in the coming months.
- Pat then stated that if we are going to transition into meeting again (especially if only every other month), we need to ensure board members can be available to make these zoom meetings.
- Jennifer stated that it is extremely important for all board members to be in attendance especially because we have many items that require a quorum.
- Commissioner Logan then asked who the current voting members are for this board. They are as follows:

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CITY BOARD MEMBERS

Pat Doyle
 Ross Johnson
 Steve Baiamonte

COUNTY BOARD MEMBERS

~~Branden Watts~~ RESIGNED
 Leah Norberg
 Nyle Howsmon (Lincoln Parks Board) **OR**
 Ernie Lundberg (Lincoln Parks Board)

SCHOOL BOARD MEMBER/REPRESENTATIVE (Kali Kind or Neal Murray)

- Pat added that the Commissioners are Ex-Officio members and therefore do not vote. He then stated that we usually have good attendance from our three city members as well as the school district. However, outside and Nyle and/or Ernie, our other two county members haven't had a lot of participation. In order to have a quorum, we need four board members present.
- Jennifer stated she will reach out to Dannai, the Interim Deputy Clerk to see what steps need to be taken to notify the absent board members about the lack of participation.
(Since this meeting, Branden Watts has resigned his position on the board. Jennifer has contacted the county representatives to begin advertising for that position).

6. Action Item(s)

Presented and voted on by proxy. See "Attachment A"

Parkland Consideration for Wheat Ridge Estates Phase IV Subdivision – Connie Dedrick

STAFF PROPOSAL:

- **OBJECTIVE:** To accept a combination of parkland dedication and cash-in-lieu of parkland dedication for fulfill the subdivision requirements for the proposed Wheat Ridge Estates Phase IV Subdivision application.
- **BACKGROUND:** The proposed Subdivision would divide 75.5 acres into thirty-six (36) lots. Each lot is proposed for one single-family dwelling. Due to the size of the proposed lots, approximately 3.8 acres of the total 75.5 acres is subject to parkland requirements. The Applicant is proposing a combination of parkland dedication and cash in-lieu which total 0.28 acres of dedicated easement and cash in-lieu of 3.52 acres respectively.
- **STAFF RECOMMENDATION:** Staff supports acceptance of the proposed dedication and cash-in-lieu.
 - ✚ Connie Dedrick presented.
 - ✚ This property is east of Helena off Spokane Creek Road and then west down Spokane Ranch road. The project is approximately a total of 75.5 acres. Due to the size of the proposed lots, approximately 3.8 acres total for the parkland requirements. The applicant is proposing a combination of parkland dedication which would be a pedestrian easement and a cash in lieu of 3.52.
 - ✚ Based on market value per acre, the letter the applicants engineer drafted, they are looking at \$6,120 per acre which would be a total minus the parkland dedication (pedestrian trail easement) is \$21,472. The nearest parkland is approximately 4.3 miles to the west on Buttercup Street. Given the lower density of the proposed subdivision, the large undeveloped land to the south and west and the potential to connect to an existing pedestrian easement which is phase two and phase three of Wheat Ridge, Connie and Spencer would like to support and ask this board to approve the combination of land and cash in lieu.

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- ✚ For additional questions, please contact Tony Prothero with Barten Engineers at tony@jbartengineers.com.
- ✚ In a final comment, Pat expressed appreciation for this presentation, as he was not aware about the other developed park at that location. That information definitely helps in providing a little context for the recreational opportunities that currently exist.

Parkland Consideration for the Proposed Grasslands IV SUBD2020-03 - Spencer Starke

STAFF PROPOSAL:

- **OBJECTIVE:** To obtain a recommendation to accept parkland dedication; require cash in-lieu of parkland dedication; or require a combination of parkland dedication and cash in-lieu of parkland dedication of the Proposed Grass-Lands IV SUBD2020-03.
- **BACKGROUND:** The Applicant for the project noted above has indicated a preference to provide 2.21-acres of parkland to satisfy the requirements of the subdivision regulations. The Parks Board is tasked with considering the Applicant's request and making a recommendation to the Board of County Commissioners (BOCC). The recommendation may be to accept parkland dedication; require cash in-lieu of parkland dedication; or require a combination of parkland dedication and cash in-lieu of parkland dedication.
- **STAFF RECOMMENDATION:** Staff supports acceptance of the proposal based on board recommendation.
 - ✚ Spencer Starke presented.
 - ✚ This project is for a parkland dedication for a 54-lot subdivision. Two of the lots will be public facilities and one of those lots will be a big apartment dedication; 51 of the lots will be for single family residential.
 - ✚ The applicant is proposing to dedicate 2.2 acres of parkland which will fulfill their parkland dedication requirements.
 - ✚ Staff is recommending approval for dedication of parkland.
- Ernie asked where the property is locating in proximate to Helena. Spencer stated this is located along I-15 going north (south of Munger and east of Frontage Drive).
- Spencer stated he will send the applicant's contact information should anyone have further questions.

7. Reports

City Parks and Recreation Director Report	Kristi Ponozzo, Director
City Parks and Recreation Maintenance Report	Craig Marr, Parks Superintendent
County Report	Spencer Starke (or Representative)
Helena School District	Neal Murray (or Representative)
Helena Police Department	Berkley Conrad (or Representative)
BOARDS REPORTS	
Fair Board	Leah Norberg
HOLMAC	Ross Johnson
Lincoln Parks Board	Ernie Lundberg / Nyle Howsmon

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City Parks and Recreation Director Report – Kristi

- We have almost completed the construction on Beattie Street trailhead. That trailhead should open up later this month. We still need to complete some paving, chip sealing, painting, and some sidewalk. Brad will be installing a kiosk and picnic tables and we should be open for use shortly thereafter.
- Kristi stated that we will be having discussions regarding the future use of Kindrick-Legion Field. We will be requesting input from this board and eventually this will go to the city commission for direction/approval. Legion is currently running and maintaining the fields this summer per a contract with the city. That contract expires this year. There are two other entities, the Expedition League and the Pecos Baseball League, who have both been in contact with Kristi and have expressed interest in running and maintaining the fields. Eventually, Kristi will have all parties that are interested in Kindrick–Legion Fields come to parks board to present.
- Pat stated he would welcome presentations from these groups. Anything we as board can do, please let us know. Legion is unique asset to Helena.
- Kristi will potentially have this as discussion item for October meeting.

Parks Maintenance – Craig

- Legion has done a beautiful job of taking care of the Kindrick-Legion facility this season. It looks the best that it has in years. They have done a lot of painting and a lot of the general upkeep so the stadium and fields look wonderful!
- There have been a few glitches with new fountain in Hill Park, but Craig stated everything is working well now. We are now trying to get the lights working. Ron Waterman wanted to upgrade to some LED lights, so we will be looking at that as well.
- Maintenance is working on a landscape project at Reber Park on the west side.
- They have been several irrigation issues all summer long.
- We have had a couple nuisance vegetation issues that we had to address.
- We have a new little “library” at Selma Held Park. The neighbors wanted to do something for the park so they purchased the little library which is mounted on a post. This is located next to the playground. They stocked it with books and is getting a lot of use.
- The pool is going well. We are running at about 75% capacity.
- Pat had a question about Kindrick-Legion field. Craig stated that the fields haven’t looked better than they do this year. In our current agreement with Helena Legion Baseball, is it a requirement to do just general maintenance or are they doing things that are above and beyond our requirements? Craig said that the agreement in place does require basic upkeep and general maintenance. However, a lot of things Legion has done this year is beyond their agreement requirements. They have put additional resources into the facility.

County Report – Spencer

- Spencer announced that the Bureau of Land Management came out with a Scratch Gravel Hills Recreational Area Management Plan that they published on June 24. They are taking comments on it at this time and that closed on August 22. It is posted online.
- For more information, please visit: <https://www.blm.gov/press-release/blm-releases-proposed-recreation-area-management-plan-scratchgravel-hills>
- Kristi added that the city will be submitting some general comments regarding the Scratch Gravel plan.

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Lincoln Parks Board – Nyle and Ernie

- Ernie stated they have storage container at Hooper Park. The storage unit will be for equipment.
- The Skate Park is a wonderful addition for the kids in Lincoln. He has seen kids not only skating, but also out visiting with friends. It is a great thing for our community.

8. Communications and Future Agenda Items (Board Members)

- Spencer and Connie will have for items approval.
- Pat has asked that we keep board attendance on the agenda.
- Kristi reminded everyone that if we do any action items, we can meet in September.

9. Next Meeting Date

- To be determined.

10. Adjournment

- With no further business, the August 2020 City-County Parks Board adjourned at 12:38 pm.

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Persons with disabilities requiring accommodations to participate in the County's meetings, services, programs, or activities should contact Aaron Douglas, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: (406) 447-8316, 316 North Park Avenue, Room 303, Helena, MT 59623; TTY Relay Service [1-800-253-4091](tel:18002534091) or 711, adouglas@lccountymt.gov.

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	Item(s) to Vote On	Chairman Pat Doyle		Vice Chairman Ross Johnson		Steve Baiamonte		Branden Watts		Nyle Howsmom and Ernie Lundberg		Neal Murray	
		YAY	NAY	YAY	NAY	YAY	NAY	YAY	NAY	YAY	NAY	YAY	NAY
1.	December 2019 Minutes	X		X		X		X		X		X	
2.	February 2020 Minutes	X		X		X		X		X		X	
3.	March 2020 Minutes	X		X		X		X		X		X	
4.	Action Items "a" and "b":												
a.	<p>Action Item: <u>Parkland Consideration for the Proposed Grass-lands IV SUBD2020-03</u></p> <p>STAFF PROPOSAL:</p> <ul style="list-style-type: none"> • OBJECTIVE: To obtain a recommendation to accept parkland dedication; require cash in-lieu of parkland dedication; or require a combination of parkland dedication and cash in-lieu of parkland dedication of the Proposed Grass-Lands IV SUBD2020-03. • BACKGROUND: The Applicant for the project noted above has indicated a preference to provide 2.21-acres of parkland to satisfy the requirements of the subdivision regulations. The Parks Board is tasked with considering the Applicant's request and making a recommendation to the Lewis & Clark County Board of County Commissioners (BOCC). The recommendation may be to accept parkland dedication; require cash in-lieu of parkland dedication; or require a combination of parkland dedication and cash in-lieu of parkland dedication. • STAFF RECOMMENDATION: Staff supports acceptance of the proposal based on board recommendation. <p>SEE ATTACHED PROPOSAL FOR COMPLETE DESCRIPTION OF SUBD2020-03.</p>	X		X		X		X		X		X	

	Item(s) to Vote On	Chairman Pat Doyle		Vice Chairman Ross Johnson		Steve Baiamonte		Branden Watts		Nyle Howsmom and Ernie Lundberg		Neal Murray	
		YAY	NAY	YAY	NAY	YAY	NAY	YAY	NAY	YAY	NAY	YAY	NAY
b.	Action Item: <u>Parkland Consideration for Wheat Ridge Estates Phase IV Subdivision – SUBD2020-005</u> STAFF PROPOSAL: <ul style="list-style-type: none"> • OBJECTIVE: To accept a combination of parkland dedication and cash-in-lieu of parkland dedication for fulfill the subdivision requirements for the proposed Wheat Ridge Estates Phase IV Subdivision application. • BACKGROUND: The proposed Subdivision would divide 75.5 acres into thirty-six (36) lots. Each lot is proposed for one single-family dwelling. Due to the size of the proposed lots, approximately 3.8 acres of the total 75.5 acres is subject to parkland requirements. The Applicant is proposing a combination of parkland dedication and cash in-lieu which total 0.28 acres of dedicated easement and cash in-lieu of 3.52 acres respectively. • STAFF RECOMMENDATION: Staff supports acceptance of the proposed dedication and cash-in-lieu. SEE ATTACHED PROPOSAL FOR COMPLETE DESCRIPTION OF SUBD2020-005	X	0	X	0	X	0	X	0	X	0	X	0

****No vote was submitted by Leah Norberg, County Parks Board Representative****