



Meeting Minutes

February 28th, 2018 / 5:30 p.m. at City Hall Council Chambers

Red Lodge Parks, Trees and Recreation Board

Call to order

Rue Freeman, Vice-Chairperson, called a meeting of Red Lodge Parks, Trees and Rec. Board to order on Feb. 28, 2018.

Role Call

Name	Role	Present	Absent
Kelly Heaton	Chairperson		
Rue Freeman	Vice-Chairperson		
Theresa Whistler	Secretary		
Bryan Romeijn	City Representative		
Kevin Bonk	City Representative		
Anna Drew	Council Representative		
Carol Bloomer	City Representative		
James Caniglia	City Staff, Planner		

Citizen Comment on Matters within Board Jurisdiction

Martha Brown attending to join discussion about SMURP group MOU
Board moved item to top

Approval of consent agenda

- Minutes from January 17, 2018 meeting –
 - not enough members present from Jan. 17 meeting to approve,
 - deferred to next meeting
- Trees Committee Report
 - removed from consent agenda
 - no Tree Committee report submitted due to focus on completion of UFMP

No Motion to Approve consent agenda

Discussion Items

1. SMURP group MOU: discussion & points made

- Process of building the MOU is in discussion and could possibly need more input and alignment with City Council before moving ahead with the MOU
- Want to get all council members on the record about understanding of MOU and pool study options
- Need more information about what Red Lodge Ice group needs/wants and fit with pool study option for offsite and/or Recreation district vs. on-sight improvements at Lions Park

- No reason to move ahead with SMURP MOU if there isn't a recommendation from Parks Board on any of the pool study/recreation district options at this time
- Difficulty and problem to solve before any recommendations may be made is understanding what other inputs (public works, RL Ice, or general community support) are apart from the delivered pool study AND in relation to the number of City projects and priorities.

ACTIONS:

Rue – for Recreation committee will reach out to RL Ice to request they submit a proposal for their program (vision and renditions) so Parks board can begin to understand relationship to any potential pool study option. Include James in the discussion with Andy S. especially on the topic of rendition (to share guidelines about what requirements to make sure to address in proposal)

Anna - offered to look into drafting a mock action plan/outlining what it would take to create a recreation district (grade and high school, cemetery districts plans as examples)

Special Project Committee (full Board) - will look into comparable cities to see what's been done to create Parks and/or Recreation districts and share findings at next Board meeting

2. Any items removed from Consent Agenda

None that require discussion

3. Financial Summary

James has nothing to add, nothing spent since last month

4. Master task list-sent out with packet

No changes needed or cited at this time

5. Tree Board Retreat March 15 & 16

- DNRC hosted for purpose of learning more about urban forestry and Tree City USA programs (for small cities specifically), to meet DNRC area representatives and brainstorm on community forest improvements

- held in Lewistown, MT

Kevin made the motion to cover cost of 1 member, Theresa W., to attend the conference out of Parks budget (\$100)

Anna seconded the motion

Motion approved 3 to 0, Theresa abstained

6. Urban Forest Management Plan: draft recommendation

- 99.9% ready but last review needed to ensure Parks Board agreement on some items

- Need to have City adoption before DNRC will accept the UFMP and release current grant award to Red Lodge
- DNRC extended deadline for UFMP submission to March 31, 2018
- James sending out poll to see when we can meet before the 9th and if we have quorum, we may can review and determine if ready to submit to council for discussion

7. Earth Day planning

- Rue reviewed the draft “to do” list for parks and trails clean-up (Parks Board sponsored on earth day)
- Requested Parks Table for people review what needs to be done and see if anyone wants to adopt a park or trail (working with BRTA)
- Hopefully, each park/trail clean-up to be headed by Parks Board member (covering all)

ACTION: Board review draft “to do” list and provide Rue feedback on any items to add or update on the listing so she may finalize

Citizen Comment on Matters within Board Jurisdiction

Dave Westwood - Need to add Phillips Park to the City weed maintenance listing

Announcements

- James mentioned Mike Taylor is in town next couple weeks and if anyone had items to be addressed to let him know
- Kevin B. is planning to check with Bryan R. on skate board plan and any updates

Meeting Adjournment

- Meeting adjourned by Rue at 7:45 p.m.
- Next normally scheduled monthly meeting is on Wednesday, March 21, 2018
Some of the next meeting items shared by Kelly H:
2018-19 budget planning
Dropbox
- Special Meeting (UFMP review) for the week of March 5 will be announced as determined

For supporting information see the following link: <http://cityofredlodge.net/departments/parks-board/>

Parks Board Contact List – 2018			
Name	Phone number(s)	Term End Date	e-mail address
Kelly Heaton, Chair, City Representative	Mobile: 406-270-4527	Dec. 2018	Kellyheaton22@gmail.com
Rue Freeman, Vice Chair, City Representative	Mobile: 520-270-1906	Dec. 2018	ruesharp@gmail.com
Kevin Bonk, City Representative		Dec. 2020	bonks@bresnan.net
Bryan Romeijn, City Representative	Mobile: 406-446-2927	Dec. 2019	bryanromeijn@hotmail.com
Anna Drew, City Council Representative	406-860-1978	Dec. 2018	anna.drew.2989@gmail.com
Theresa Whistler, Secretary, City Representative	Mobile: 908-872-5596	Dec. 2019	theresawhistler@gmail.com
Carol Bloomer, City Representative		Dec. 2020	cbbloomer@hotmail.com
William Larson (Mayor)	406-446-1606 Ext. 115	Dec. 2019	mayor@cityofredlodge.com
Loni Hanson (City Clerk)	406-446-1606, ext. 111		cityclerk@cityofredlodge.com
Jim Bushnell (Director of Public Works)	Mobile: 446-1681 425-9557		rlpworks@qwestoffice.net
Vacant (Community Development Director)			cdd@cityofredlodge.com
James Caniglia (City Planner)	406-446-1606, ext. 117		jcaniglia@cityofredlodge.com

COMMITTEES

Trees Committee: Theresa/Rue

- Accounting, oversight and grant assistance
- Update tree management plan for the City
- Coordinate with Tree City USA, Arbor Day and tree inventory projects

Recreation Facilities Committee: Kevin/Kelly/Rue

- Coordination with recreational associations and other user groups who use City parks
- Maintain relations with civic organizations who help maintain parks
- Oversight of Parks Board accounting
- Review of facilities funding requests
- Future recreational planning and effects of adjacent development to parks
- Weed issues in parks

Trails Committee: Bryan/

- Coordinate trail funding and development
- Weeds along trails
- Grant assistance
- Trail easement and agreements

Special Projects Committee: Board