



Meeting Minutes

June 20, 2018 / 5:30 p.m. at City Hall Council Chambers

Red Lodge Parks, Trees and Recreation Board

Call to order

Kelly Heaton, Chairperson, called a meeting of Red Lodge Parks, Trees and Rec. Board to order on June 20, 2018.

Roll 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 (non-voting)	City Staff, Community Development Director		
Neil Matthews Pennanen (non-voting)	City Staff, Assistant Planner		

Citizen Comment on Matters within Board Jurisdiction

None, no attendees

Approval of consent agenda

1. Minutes May 16, 2018 meeting
2. Trees Committee Report – May

Anna motioned to approve consent agenda

Theresa seconded the motion

Board approved consent agenda (6 to 0)

Discussion Items

1. Any items removed from Consent Agenda – none removed

2. Financial Summary

~ \$2700 remaining for the year out of the 40K budget ending June 30, 2018

outstanding priorities for remaining budget and or grants:

1. Need to Fix Lions Gazebo pillars (including electrical work) - Maintenance for gazebo is achievable with matching funds from Lions – rec'd grant
2. Evaluate Tree with large cavity in Finn Park to determine if safe or immediate removal needed - Theresa and James have asked Jeff Hermanns (DNRC) to come look at the cavity in Finn Park cottonwood – no money for arborist
3. Water tank and contract for watering trees in core business district – James rec'd foundation grant that enables City to water core district trees through July and August.

3. RLFR training building and land dedication proposal

Fire Training Building Proposal outlined and discussed as below:

- Use of the land and seek facility dedication

- Want to put in pit toilet that they would maintain (similar to forest service restroom facility)
- Want to add park tables for use of fire/training group (and public)
 - Would be outside the fencing but on the property
 - Fire team would maintain it
- Buildings similar to the airport buildings in appearance
- Want a storage shed on grounds too
- Need to raise money – already 100K
- Timeline – next spring to break ground (planning all at once, not piecemeal)

Bryan recommended that the Board draft a letter of support for the project to City Council

Kelly moved to approve

Anna 2nded it

Board approved 6 - 0, no objections

4. Coal Miners Park/Soccer Field Design & Infrastructure

Beth – **Current planning and alignment activities** with user groups regarding the soccer field:

- Size of fields is in question
- As much space as is flat and can be gotten from city is optimal (school has needs and soccer MOU has needs)
- School will help with mowing and maintenance
- If not enough space for trails and folf, will work together with those user groups to adjust and remediate
- Proposing a master plan (expanding on pioneer plan to represent add'l/revised trails, folf basket re-placements, shed, etc.) so we have a plan for the whole design
- Not looking for permanent bathrooms there. Planning on porta-potties
- Construction road should not be permanent – known that it's not satisfactory and needs to be returned to current state (including sledding hill)

Long term considerations:

- looking for ability to get in every couple years to aerate the field with equipment, need facility/irrigation trucks to access for blowouts,
- Easement for access needed – most likely will be agreeable with school to access from backside of school (North)
- Possible they could put swing gate or other there to discourage other traffic than expected.
- May want to add stop-netting system on side of field in the future...not looking at doing this up front. If needed, will work out a proposal to review with Parks Board.
- May have need in future for bleacher seating, but not looking for this now either.
- Storage shed needed on one end or the other – size and placement to be determined.

Current Questions/concerns:

- Beth needs to know if they can start marketing and fundraising but need the master plan that represents the full conceptual design (for all stakeholders)
- Beth needs to define what DNRC grant money will be used for
- Could be sprinklers
- Anything that preserves the cap would pass
- Using grant for conceptual master plan OK?
- Information about wells and metrics from Public works needed to determine best irrigation design for soccer fields – could use grant money to investigate what well or new well to use

Kevin recommended Nathan Steiner draw up a conceptual drawing of the top/cap including where trails, folf and skills course would be repositioned and rebuilt

Kevin motioned that part of the DNRC grant is used toward the conceptual design,

Kelly seconded,

Board approved use of DNRC Grant toward conceptual design 6 – 0

5. Park Maintenance Tree Watering

- Plan to invite softball MOU group (Melissa Rickbeil) – Kelly is going to follow up with her to see if they'll attend the next Parks Board meeting or ad hoc with recreational/trail
- 2 new memorial benches in Lions coming
- moving a couple more out to other locations (1 on west bench)
- Dog park pile burning is done
- New picnic area behind Junction 7 – an opportunity to adopt for care/upkeep?
- Tree watering - contract for watering covered through 2700 grant from foundation

Assessment of parks was done ahead of June 20 meeting as two groups starting at 4:30 p.m. Kelly asked members to remember to send her the list of items per park

- Lions and Moose trails
- Field School Park
- Coal Miners
- Creekside
- VanDyke

6. Master task list review

The master task-list was briefly reviewed to check for progress, action, completions

7. Pool Survey Update

- a. Board not pursuing plan to survey community at this point with all other attention on budget deficits and infrastructure projects currently required
- b. City Pool opening depends on certification of manager applicant and pump is broken and needs to be evaluated then fixed. Last estimate from public works was 2 – 3 weeks (assuming fixable)

Citizen Comment on Matters within Board Jurisdiction

Tom Kohley commented on the dead trees in front of Wells Fargo and asked if the City could remove or cut them down. James Caniglia responded that they are on the Bank's property and it's their responsibility to cut or remove them. Tom plans to ask the Bank if they will remove them.

Announcements

None

Meeting Adjournment

- Meeting adjourned by Kelly at 7:15 p.m.
- Next normally scheduled monthly meeting is on Wednesday, July 18, 2018

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

Secretary, Theresa Whistler

Date of approval