



# Meeting Minutes

June 19, 2019 / 5:30 p.m. at City Hall Council Chambers

## Red Lodge Parks, Trees and Recreation Board

### Call to order

Anna Drew, Chair, called a meeting of Red Lodge Parks, Trees and Recreation Board to order on June 19, 2019.

### Roll Call

Name	Role	Present	Absent
Anna Drew	Chairperson		
Rue Freeman	Vice-Chairperson		
Theresa Whistler	Secretary		
Bryan Romeijn	City Representative		
Kevin Bonk	City Representative		
Rob Weamer	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

### Action Items:

#### Consent Agenda

- Minutes from May 15, 2019 meeting
- Minutes from special meeting April 8 2019 (updates upper Coal Miners Project)

#### **Approval of consent agenda**

Rue motioned to approve consent agenda (Minutes May 15 meeting alone)

Anna seconded the motion

**Board approved consent agenda (6 to 0)**

#### Pickleball request

- 2 courts on center court and 1 storage bin on the north side of the eastern court (to house nets) –
- Raising and using their own money to do this

#### **Approval of Pickleball Request**

Theresa motioned to approve the request

Rue seconded the motion

**Board approved Pickleball Request (6 to 0)**

### Discussion Items

- Any items removed from Consent Agenda** – Minutes from the special meeting May 20, 2019 (allowing time for everyone to review ahead of time)
- Upper Coal Miners Park soil cap and field development – updates**
  - No updates available - Need City updates
  - MOU for development phase is in place with Soccer Group (with the City)
  - Need to begin developing an O & M MOU with the Soccer Group

- High school encroaches onto the field and the existing pathway is at risk (needs to be maintained) if space needed for field and trail, may need to negotiate with HS to keep trail
- Define the pathway to the top of the soccer field on the North end of the development (along where steps are today) and laying down material or stairs - we had agreed to use the utility road earlier on but not permanently
- Damage to the parking lot during the project (big trucks)
- Need date so we City/Park Users can plan around activities as necessary

### 3. Trail Proposal – BRTA/ATP Summer Trails Committee

BRTA wants to work on the extension of the wellness trail north and south along the pine ridge, no easements needed, hospital willing to work out details

- Corey - will forward adopt-a-trail updates to Board before next meeting
  - Their adopt a trail program would not cover full maintenance by BRTA via their adopt a trail signees (needs to be investigated further)
  - BTRA is responsible for holding adopters accountable and reporting what needs to be done (above and beyond activities covered by adopter group agreement)
- Trails & Rec committee - will meet with BRTA and City ahead of next meeting - Carol met with BRTA to review MOU
- Put this onto Agenda as action for next meeting

### 4. Skate Park Upgrades

- May be some money donated – donor gave \$500
- Skate lite estimates ~1,000 to fix one ramp (+300 shipping)
- \$343 dollars spent for north deck railing and floor on deck
- Bryan is lining up volunteers and coordinating work for Friday or Saturday a.m. (Schyler Allen & friends volunteered, Rob Weamer plus others)
- Bryan will discuss Skate-lite material with James (cost savings of sending for 2 sheets at once due to shipping costs)
- Could look into slats or plywood boards for smaller sections of fencing to provide some shade

### 5. Financial Summary/Budget Proposal – discussion

- Public Works budget has \$9700 remaining – nothing left for Parks
  - Weed spraying needs to be paid out of the remaining funds (~7000 in past)
  - HS road leading to back trail and rocky fork trail needs weed spraying – hasn't been done before – can this possibly be covered as Coal Miners Park is sprayed? It makes no sense to have people entering the trail and Park through a patch of weeds (on HS grounds) if they're bringing weeds back onto Trails and Park because they need to pass through at trailhead.
- Some money left from Grants
  - \$750 arbor day – to be used for tree planting, materials, care of
  - \$1000 remaining of RLACF Watering Grant may carry us through this summer watering city trees
  - \$2,700 left, desired uses: 100 moose trails restrain supplies, 1850 for Finn Tree removals (2)

Action for Anna - talk to Mayor about the Parks Budget proposal (Anna planning to review with the Mayor w/in next week or two)

Board discussed need to begin tracking volunteer activities and hours. Each committee should be able to track various volunteers and how much time they spend in order to complete necessary maintenance or improvement tasks at each of the trails, parks, recreational sites or on trees (not just what gets reported in MOU summaries). A tracker was started by Tree Committee and may be adopted by other committees to begins tracking.

Action for Theresa – share the draft volunteer tracker on Board google drive



City Tree Tasks -  
Volunteers.xlsx

- Proud and Beautiful – suggestion made to offset Parks budget payments (\$2,000/year) toward City flower baskets (main street is not a park)
  - 10,000 is spent/year by proud & beautiful (on booklet, flowers, flags, back office work, etc.)
  - 250 businesses in town – can they be asked for donations to cover tree watering?
  - Diane was at a meeting in Bozeman and shared that we could ask the businesses to form a Business Improvement District (60% approval needed to sign on and all pay in)
  - Theresa mentioned it's not for the Parks Boards to recommend or propose to the City formation of a Business Improvement District to help offset budget items from Parks Budget
  - Diane will have conversation with Heather to move forward proposal to chamber and business alliance

With diminished Parks budget, Board decided to revisit MOUs and determine if things done by User groups are getting done or are proving problematic and possibly no longer reasonable to expect. The MOUs become even more and especially important to providing some of the basic care of our Parks as the Parks Budget is reduced. Members of the Board volunteered to review MOUs with groups as below. Some findings are included if meetings were already held:

- RL Skate Park – dissolved / No MOU any longer
- Ball Fields & Upper Coal Miners – new softball person (soccer coming off this and will be separate MOU for Soccer moving forward vs. ) - Kevin
- Dog Park – None moving forward - there was no genuine owner previously
- Rotary Park – Anna
  - Few things Rotary wants off the MOU because City is not doing it
  - Next meeting will have updated version
- Red Lodge Ice – Rue
  - MOU is good, no minor updates
  - Need to address lights & switch in MOU
  - Need to find 2016 version / 5 year term with 3 years remaining
- Lions – Theresa – meeting 6/21 and will have updates next Board meeting
- BRTA – Carol – met and discussed minor changes (getting further clarifications for next Board meeting)

Board decided it would be best to have each user group's representative attend the October Parks Board Meeting to provide an annual report (and to add that activity to each their MOUs)

## 6. Master task list review

The master task-list was briefly reviewed to check for progress, action, completions expected for 2019. Updates to line items captured within attached spreadsheet



**7. Parks & Recreation Maintenance District – discussion**

No further action by Parks Board to be taken: recommendation was presented last October in letter to Council and presented at council meeting. There is no resolution from the City Council to move ahead with putting this forward to County for putting this on a ballot for voters to decide.

**8. Swimming Pool status- discussion**

- Brent asked for a bid for option B (reduced scope was asked for by City Council)
  - Public information & funding material – to explain what council wants to do
  - Create the schematic designs (submit to state of Montana)
  - detailed design then bidding and construction
- Land and water conservation fund 2021 – average grant is \$250,000 on a one-to-one match (would require \$ plan for match and mechanism) – not sure how Red Lodge would come up with matching funds for that amount so it seems we’re not eligible to apply for this grant

**Citizen Comment on Matters within Board Jurisdiction**

**Announcements**

Diane Dimich – announced that council passed a resolution to form the resort tax committee and it’s recommended Parks Department is represented among the committee.

**Meeting Adjournment**

- Meeting adjourned at 8:30 p.m.
- Next scheduled monthly meeting is on Wednesday, **July 17, 2019**

\_\_\_\_\_ Anna Drew, Chairperson \_\_\_\_\_ Date

\_\_\_\_\_ Theresa Whistler, Secretary \_\_\_\_\_ Date

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