



Meeting Minutes

July 17, 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 July 17, 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 20, 2019 special meeting (updates upper Coal Miners Project)
- Minutes from June 19 2019 meeting

Approval of consent agenda

Rue motioned to approve consent agenda

Bryan seconded the motion

Board approved consent agenda (6 to 0)

BRTA – Extension of Wellness Trail

Approval of BRTA Request to extend Wellness Trail

Carol motioned to approve the request

Rue seconded the motion

Board approved BRTA Request to extend Wellness Trail (6 to 0)

Discussion Items

- Any items removed from Consent Agenda** – none
- Skate Park Upgrades** – moved to top considering attendee/audience (Brian Langeliers)
 - Brian – discussion about Pearl Jam Skate Park grants and improvements
 - Rural communities, underserved communities are prioritized
 - Brian plans to ask for the application (sub of their MT Pool branch)
 - Kevin Brady has been looking into it and fundraising – ask him to come to next meeting and share his efforts

- Skate park grant is available (through non-profits fun run, ~3,200) – recently rediscovered (could be used as match funds toward a grant) Land grant (designated) may also be used toward grant match. Rue asking separate donor if there's more money toward maintenance (~500 already used by Bryan and volunteer crew)
- Anna suggesting we get our hands on the grant application and start investigating, Rue asking what application size (monetary limits) and min/max expectations from the donor's perspective – because we would have very limited matching grants (from a City Parks Budget)
- Land and water conservation grant – proposed/shared by Brian (per info from Christie Kohley). Parks Board had discussed a couple meetings back and the only reason we can't really apply for anything today is that it requires matching funds from the City.
- For immediate improvements (capital project utilizing 7,500 – 10,000) could work on the existing park while investigating grants for bigger improvements

3. Upper Coal Miners Park soil cap and field development – updates

- DEQ has 3 bids and
 - The bid winner To Be Announced later this week
 - Timeline depends on Bid Winner
- New well is in
- Contractor will be responsible for FOLF basket removals – storage needs to be worked out, they are not relocating or installing the relocated FOLF baskets as redesigned (already done w/ Andy, Bryan, Kevin) Baskets may be relocated temporarily during construction to keep the course active and playable
- Loop that overlaps HS property will be maintained in agreement between RLYS and District (Superintendent of district/Board is in agreement with trail moving onto HS property due to the formation of the new soccer fields)
- Soccer applied for Grant from Hunter and did not get it. Adding this cost to the money they need to raise. Need to ask RLYS to resubmit grant and submit (from City). Kevin – will explain to Beth that she'll have to propose and present this Grant application (again) to the council for their approval so it may be approved to Hunter (and fund the irrigation system: sprinkler heads, valves, controller, tubes, etc.
- Items to be addressed in MOU for O & M of Coal Miners soil cap project – to be compiled by committee (Bryan, Kevin, Rue) for and discussion at next Board meeting (Aug 5 to Board)

4. User Group MOU updates

- Rotary updates from Anna – uniform wording for inventory items is needed. (Neil send language to all for MOUs – as desired)
- Need to add uniform language about annual review by attending Parks Board in Oct.
- We plan to keep drafts of each MOU with revisions filed for next updates
- We plan to start asking each group to attend Parks Board meeting each October for annual reviews

5. Moose Trails staining project – discussion/recap

- ~24 people participated and finished outside of wall staining
- Some items are broken and need to be fixed. Anna is asking for other groups and Board to participate in an event on a Saturday morning TBD
- Higher portions of playground or that require specialized tasks may need to be contracted out

- Can we add brushing the water-based polyurethane onto the Tipi feature for the Moose Trails project?
Not sure about budget

6. Finn Park Tree Removal Project – discussion

- Theresa reached out to Melle’s to ask questions in response to their estimate and was told the price would increase if we asked to have trunks/limbs cut into 16” lengths (so volunteers may remove the downed trees from the park and they could be used in the Firewood program)
- Estimate and contact info are being passed onto Neil for any potential City action

7. Financial Summary/Budget Proposal

- \$2,803.08 remaining in Parks Budget at this time
- Anna submitted Parks Board’s proposed budget, but there has been no discussion with Mayor or anyone on City Council about what was proposed

8. 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



Master Task List
7-17-19.xlsx

9. Parks & Recreation Maintenance District – Discussion - none

10. Swimming Pool status- discussion - none

Citizen Comment on Matters within Board Jurisdiction

None

Announcements

None

Meeting Adjournment

- Meeting adjourned at 7:00 p.m.
- Next scheduled monthly meeting is on Wednesday, **August 21, 2019**

_____ Anna Drew, Chairperson _____ Date

_____ Theresa Whistler, Secretary _____ Date

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