

MINUTES
CITY OF WHITE SULPHUR SPRINGS, MONTANA
PARKS ADVISORY COMMITTEE MEETING
FEBRUARY 1, 2024

ACTION ITEMS

All:

- Get Updated (and additional) letters of Support for the T-Mobile Grant application
- Complete any “unfinished business” you can at McStravick Park.

Tressa Blair

- Speak with Joni Short about her intended use of her property.

Jen Frazer

- Speak with Golf Board about formalizing cross country skiing on the Golf Course.
- Update T-Mobile Grant, as described below.

Carol Berg

- Signs installed/secured at Bump Track/ maintenance needs at Bump track?
- Duck Race?

Kelly Huffield

- Prepare Press Release
- Explore the costs to repair/replace the sign at Joanna’s Park.
- *Adopt a Spot*: Finish getting agreements signed for next year. Get binder & agreements to City, place recognition signs.
- Work with Stacy Eaton-Menard on the basketball tourney?

Pattie Berg

- Speak with School about ground covering plans
- Finish draft cover memo for Code, for Chair review/signature
- Follow up with Mayor re: bids for ground covering work.

Call to Order and Introductions

The meeting was called to order at 4:41 p.m. by Chair Tressa Blair.

Members present: Tressa Blair Carol Berg (arrived at 5:00), Jen Frazer, Jordan Kibbee (via zoom), Kelly Huffield.

Others Present: Pattie Berg (City Council Liaison)

Approval of Minutes of January 11, 2024 Meeting

Jen Frazer asked that she, rather than Carol Berg, be assigned to communicate with Jane Ellison regarding walking trails. Frazer said she and Ellison are already having these conversations. In addition, the assignment to request an outline for pickle ball training was removed from the Action Items list.

Kelly Huffield made a motion to adopt the January 11, 2024 meeting minutes, as amended. Jen Frazer seconded the motion, and it passed unanimously.

Goals Discussion (continued)

Liaison Berg presented a Goals document, reflecting Committee action taken at its January 11, 2024 meeting. Jen Frazer made a motion to adopt the goals as presented. The motion was seconded by Tressa Blair, and passed unanimously.

Review of Draft Code (continued)

The Committee continued discussion regarding the City Attorney’s November, 2023 draft Parks Ordinance. In addition to changes previously discussed, the Committee made the following changes:

Section: Prohibited Acts:

- Paragraph (10) – Smoking. The Committee continues to prefer a ban on smoking/vaping in City Parks. However, If smoking has to be allowed, the Committee recommends the following:
 - Restore the proposed language which allows, but does not require, the City to designate smoking areas in City parks; and
 - Operationally, the City should make every effort to ensure that designated smoking areas are limited to parking areas, or other areas far away from park activity centers.
- Paragraph (12) – Hunting, Trapping, etc., in City Parks – This needs amended to allow for pest control activities. Discussion included gopher poisoning at Bair Park, and the City’s deer trapping program.
- Paragraph (13) – Prohibition on pasting, gluing or tacking of notices. The Committee recommends removing this paragraph. This practice is not uncommon (e.g., a “Happy Birthday” banner at the Rotary shelter), and no Committee member has observed any property damage caused by these postings. If damage occurs, this can be revisited.
- Paragraph (14) – The Committee recommends allowing the use of charcoal barbeque grills as part of the permitting process. The *Race for this Place* and other organizations have used, and will continue to use, charcoal barbeque grills. This is not intended to allow the wide use of portable barbeque grills, as the Committee wants to avoid fires and improper disposal of hot ashes. Charcoal should also continue to be allowed in permanent grills provided in City parks (e.g., the grill at Rader Park).

With these changes, Tressa Blair made a motion to accept the City Attorney’s proposed Parks Ordinance, as amended by the Committee. The motion was seconded by Jen Frazer and passed unanimously.

Liaison Berg will make the final changes to the Ordinance so it can be sent to the City.

Liaison Berg had prepared a draft memo from the Chair to the City Council regarding its review of the proposed Ordinance, and responding to the feedback received at the September 19, 2023 Council meeting. The Committee directed Chair Blair and Liaison Berg to update the memo as appropriate and forward it, along with the ordinance, to the City Council.

Liaison Report

Liaison Berg reported that she had met with Mayor earlier that day. The agenda from that meeting is included with these minutes.

During this meeting, the Mayor and Liaison Berg discussed:

- The potential that 2024 *Race for This Place* funds could be awarded to the City for playground equipment.
- The Committee's recommended 23-24 and 24-25 budget funding/work plan, which was designed to ensure that Springs and Bair Park ground coverings are addressed in the summer of 2024 by incentivizing contractors to bid by increasing the total project scope. The two year plan also provides for the installation of a vaulted toilet at Rader Park, which was one of the Mayor’s priorities, and accessibility work at Bair and McStravick Park.

Liaison Berg said the Mayor seemed supportive of the concept of a 2 fiscal year work plan. She will follow up on the bid process.

- T-Mobile Grant - The Mayor is supportive of resubmitting this grant request, and developing a preliminary engineering report (PER) so the project will be as ‘shovel ready’ as possible. However the Mayor asked Liaison Berg to look using part of the storm water master plan funds, or HB355 funds, to fund the PER. Berg spoke with Craig Erickson at Great West Engineering and was told there may be another source of funds for this work. Erickson is doing some research and he and Berg will speak later next week.

- Spike’s Happy Trails - Liaison Berg explained that she and Chair Blair had walked Spike’s earlier in the week and were surprised, now that the survey flags are there, about how far it is from the River to the City’s property line. Based on Liaison Berg told the Mayor that, while Spike’s was the Committee’s #3 priority, it probably ‘isn’t ready’ for any work right now, so no funds were included in the 2 year plan.

The Mayor told Liaison Berg that he thought the best/easiest access to the Smith would be via Woodson Street. The Mayor had also spoken with Joni Short on another matter, and the fencing issue had not come up. The Committee continues to feel like a fence needs placed to avoid City residents from trespassing on Short’s property, and agreed on the need to set up a walking tour with the Mayor and Mark Pryor for this spring.

- Smoke Stations – Liaison Berg told the Mayor that the Committee had asked her to renew the request for smoking stations at Rader Park and Springs Park. The Committee told Berg that the second smoking station is intended to go at Joanna’s Park, not Springs Park. These were included in the 2 year plan’s budget. Berg will follow up.

In regard to vaulted toilet project, the Mayor told Berg there may be CTEP funds for this work and, if those funds don’t materialize or are insufficient, he intends to use HB355 funds for this purpose. Berg noted that there are MT Department of Transportation funds available for maintenance for existing rest areas.

Action Items Update for Items, including:

- Race for This Place
- Press Release and Distribution of CORR Report.
- Other items not included elsewhere in this agenda

Race for This Place - Kelly Huffield reported that the *Race* Committee will meet within the next couple weeks to identify how the funds will be awarded. She will keep us updated.

Press Release - Kelly Huffield is working on the combined press release. Liaison Berg asked the Mayor to place the CORR on a Council agenda for adoption.

Other items –

- Carol Berg said Angelia McDanel told her that she has a business plan for the skateboard park, and offered to come to a meeting and share the plan. The Committee asked to receive the plan in advance of the meeting, so it has time to review it.
- CDBG Master Plan Grant application – Liaison Berg has been watching press releases, and hasn’t seen that these grants have been awarded. She will keep the Committee updated.

T-Mobile Grant Update

Fraser asked the Committee to collect updated letters of support. Liaison Berg will place the letters received during the last round on the shared drive.

Public Comment (None)

Set Next Meeting Date/Time/Location/Adjourn

The next meeting will be held on March 14, 2024 at 4:30 p.m., at City Hall, but Committee members should be on the lookout for assistance requests from Jen Frazer as she prepare the T-Mobile grant.

The meeting adjourned at 5:45 p.m.