

**MINUTES**  
**CITY OF WHITE SULPHUR SPRINGS, MONTANA**  
**PARKS ADVISORY COMMITTEE MEETING**  
**MAY 20, 2025**

**ACTION ITEMS**

**All:**

- Help Jordan and Emma with the grand-reopening celebration as called upon.

**Tressa Blair**

- Check with Springs Printing about cost to do exhibits.

**Jen Frazer**

- Speak with the Golf Board about formalizing cross country skiing on the Golf Course.

**Jordan Kibbee**

- Plans for Springs Park grand re-opening celebration.

**Kelly Huffield**

- 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 with the City, place recognition signs.

**Emma Hensley**

- Help Jordan Kibbee with Grand Re-Opening Celebration plans.

**Pattie Berg**

- Follow up with City as described below
- Review City Attorney's email regarding Committee Ethics rules; update Handbook as necessary.

**Call to Order, Roll Call**

The meeting was called to order at 5:00 p.m. by Chair Tressa Blair

Committee members present: Chair Blair, Jen Frazer, Jordan Kibbee and Emma Hensley.

Others Present: Kevin Angland, Great West Engineering, Pattie Berg, City Council Liaison

**Approval of Minutes**

On a motion made by Tressa Blair and seconded by Jordan Kibbee, the Minutes of the April 8, 2025 committee meeting were approved as submitted.

**Review of May 12, 2025 Parks Master Plan Working Draft**

Liaison Berg explained that the rest of the meeting would be used to review this working draft and make suggested changes. She invited Kevin Angland to make any opening comments.

Angland reported that most of the changes requested earlier had been made. Once the working draft gets to a final stage, project administrators will address any formatting and page break issues and will proof read the final document. So, the purpose of this meeting is to review for content.

Comments received at the May 13, 2025 open house were discussed and it was generally agreed that, with a couple exceptions, the comments received during this open house mirrored comments received during the community survey process, the CORR process, and at the Community Expo on April 26, 2025.

Further discussion. The committee reviewed the draft plan, page by page, line by line, and made additional changes. Angland recorded those changes, and will prepare an updated draft.

Liaison Berg and Jen Frazer will send Angland some additional resources.

Mr. Angland left the meeting.

Public Comment: None

Following discussion, the Committee chose to defer action until such time as it has reviewed the next update to the working draft.

#### **Update on Grand Reopening Celebration of Springs Park Playground**

Jordan Kibbee and Emma Hensley reported on the plans made to date. The Committee agreed to try to piggyback off of the first Farmers Market of the season, which will be June 26th, for the grand reopening celebration, with the time to be determined. Emma Hensley will speak with Alaina Morrison and Maddie Adams regarding this idea.

The Committee also agreed to plan for a smaller celebration when Bair Park is done. There should be adequate funding for both events. Jordan and Emma are making those plans as well.

Liaison Berg suggested that the Committee invite a T-Mobile representative to the reopening celebration.

#### **Liaison Report**

Liaison Berg asked if the attendees had any questions or comments about the liaison report. (See the end of these minutes.) There were none.

#### **Public Comment Committee 'Good of the Order' comments**

None

#### **Adjournment and set next meeting date**

The committee recessed until June 6, 2025, at which time they hope to review the updated working draft of the Parks Master Plan.

**Parks Advisory Committee  
Liaison Report April/May 2025**

**Funding Update**

- **HB355 Funds** – Work under contract. Pending.
- **T-Mobile Grant** - Work progressing. Should be done the first week of June. I am reconciling the costs charged to the various funds and will have a detailed spent v. remaining report soon, but I am comfortable that the Springs Park Renovation will come in at, or more likely under, the current \$93,990.96 budget.

**Project Updates**

- **Parks Master Plan** - Final review scheduled for 5/20/25.
- **Springs Park Work:**
  - Update:
    - Installers arrived 5/9/25. The weather was not very cooperative but they managed to place EWF across the majority of the playground. Some work still needs done, but they need to finish the grading first. They estimate they will need another 2 semis of EWF to finish Springs Park.
    - One of them is getting married 5/15/25 so they left on 5/12/25. They will return after Memorial Day to finish up.
    - Plan to address drainage - build a french drain of sorts around the north end (and possibly east and west sides) of the footprint so water will divert from the play area.
    - Parking Lot retaining wall started to crumble over the winter. City will repair this.
    - Accessible Path from Shelter to play area - Under contract - location to be determined once borders are placed.
    - Parking Lot - Work to be done and cost will depend on how the lot looks after construction is over and whether the asphalt/pea gravel (with some additional sealant) will make an accessible spot, or whether additional work will need done.
  - Needs:
    - Need to plan for construction/installation of signs.
    - Electrical Work at Rotary Shelter - Rotary will pay for most of the work, with the City kicking in \$500 from the facilities budget. Waiting to get on the electrician's schedule.
    - End of project celebration - \$500 budget.
      - I have (will very quickly) for a \$250 Thrivent Community Action grant. Please try to not buy anything else for the party until the card comes (@ 1 week), so it will be easy to track and pay costs. ***Please bring any receipts you have to the meeting so I can get reimbursements your way.***
- **Bair Park Work**
  - Installers visited the park. Understand goals are to relocate footprint to address drainage issues, install Los Arboles and move/shorten and/or install swing set and monkey bars. When they return after Memorial Day, they should have a date certain by which they will come to do this work.
- **Radar Park Vault toilet** – No change. Funded by HB355; will be installed late this summer.
- **Other:**
  - Skateboard Park - The Mayor asked about any Committee discussion about this park. I told him the skateboarders had been invited/asked to attend a meeting and brief the Committee, but no report received. I also told him a question had been raised regarding how long the 100x100 area is reserved for this. I believe he's thinking we need to have a process to revoke this type of 'reservation'.

- Joanna's Park - \$700 in budget for rails. The Mayor was going to track down Nate Schendel or Camas Teague. Haven't heard anything lately.
- Need update from Jordan on smoking stations.
- Spike's Clean Up - The Leadership Class graduated, with no park clean-up. This may be a good project for a local youth group.
  - The Mayor is willing to provide a trailer, on site, for disposal of items but he doesn't want to leave a trailer unattended. He prefers that the work be done before clean-up day, which is May 3. He isn't sure we are ready to remove what fencing is left.
- We will have @ \$48,000 available for new projects in the parks CIP fund. Spike's fence may be a candidate to check off the list. I've asked Chair Blair to add a planning/budgeting discussion to our June agenda.