

MINUTES
CITY OF WHITE SULPHUR SPRINGS, MONTANA
PARKS ADVISORY COMMITTEE MEETING
JUNE 29, 2022

ACTION ITEMS

Jen Frazer

- Request Thrivent Grant for backboard, get it installed (Carol Berg will have extra funds from her Thrivent Grant).
- Communicate with CORR to keep the process going.
- Meet with the Mayor and the Liaison about the parking lot and any other outstanding issues McStravick Park, the plan for work needing done at Bair Park, and the Mayor's perception of parks' 12 month work plan.
- Duties update in Committee Handbook
- Attempt to locate copies of the Baseball Group's agreement with City, understanding fundraising accountability currently in place within the group.

Carol Berg

- Speak with Golf Board about formally sponsoring/advertising the availability of, and the rules related to, cross country skiing on the Golf Course.
- Request Thrivent Grant for food & backboard costs.
- Coordinate recycling station with post office and/or county and/or Yoked Parish.
- Find a work around for the missing center net anchor at McStravick Park.
- Order pump track sign.
- Follow up with Stone Temple for possible committee members
- Continue looking at ways to improve pump track.

Kelly Huffield:

- Draft letter of application for Committee membership.
- Get Adopt a Spot paperwork done and sent to City Hall.
- Consult with Barths, then order Adopt a Spot Signs 20 signs and the appropriate number of 'plaques'.
- Send Jen Frazer Connie Mangas' contact information for Adopt a Spot work.
- Work with Stacy Eaton-Menard on the basketball tourney, possibly to be held in August.
- Make sure skateboarders are placed on the Foundation's next agenda.

Pattie Berg

- Update Cost and Financial Analysis spreadsheets.
- Set up meeting with Mayor and Chair, as described above.
- Send Carol Berg link for metal signs.
- Get costs for this McStravick Park sign, and to place a (lockable) mail box for donations.
- Check with City Attorney about proper cautionary language about for use of tennis court
- Ask Sheriff's Office about handing out keys for storage locker at McStravick Park.
- Work on T-Mobile grant.

Call to Order

Chair Jen Frazer called the meeting to order at 4:18 p.m., at City Hall.
Committee Members Present: Jen Frazer, Kelly Huffield, Carol Berg.
Others Present: Pattie Berg (City Council Liaison).

Approval of Minutes

Kelly Huffield stated that Whitley West's last name was misspelled on the May 18, 2022 draft Minutes.
Carol Berg made a motion to accept the Minutes of the May 18, 2022 meeting, as amended, and the June 1, 2022 Meeting, as presented. Kelly Huffield seconded and the motion passed unanimously.

Committee Member Reports on Action Items Not Otherwise on the Agenda.

Jen Frazer:

Cross Country Ski Trail – Frazer explained that, at the Community Expo, the Cummins said the Golf Club may be open to having the Golf Course “officially” designated as a cross country ski trail, as long as the users stay on the perimeter of the course, or on the golf cart trail inside the course. Frazer explained that someone on the Committee needs to go to one of the Club Board meetings and submit a full proposal. Carol Berg will meet the Board about advertising the availability of, and the rules related to, cross country skiing on the course. There was Committee consensus to initially make this as informal as possible, subject to the Golf Board’s input, and see what happens after this winter.

Frazer noted that the Cummins were the last people to do any maintenance on the Fort Logan replica at Radar Park. She said this needs stained, and that she has the stain to complete this work.

Carol Berg:

- Tennis Court – Berg reported that the installation was mostly completed June 11, 2022, and Joseph Massee helped Liaison Berg place the final tiles on the 17th. Carol Berg reported that earlier today, she and Liaison Berg had reworked the adjustable net posts, so they now work properly. She also reported that, when the court was poured, there was no center anchor placed (it was in a box on Mark Pryor’s desk), so she plans to find a workaround for the missing anchor.
- Thrivent Grant – She has not made the Thrivent Action Team Grant request yet, but will do so, with the extra funds being made available for the backboard, which currently has a budget of \$360.00. A discussion followed about the types of projects that are eligible for these funds. According to the website:
 - The project must benefit the community where the applicant lives, works or worships;
 - The person requesting the funds must actively contribute to the success of the project;
 - The applicant and the volunteers must be trying to make a difference in their community (as opposed to raising funds for a project)
 - Funds should be for a specific action or event.
 - The funds be shouldn’t combined with other clients’ projects to fund the entirety of a single large project.

Examples of funded projects can be found at <https://thrivent.cotribute.co/community/thrivent-action-teams/events>. A tennis court-related project is described at <https://thrivent.cotribute.co/events/569054/detail>

- Stone Temple as possible Committee Member – She will follow up with the staff at Stone Temple. It was suggested that the Committee prepare some sort of letter of application that people can sign, similar to the letter that was drafted earlier. This would make it easier for people to apply. Kelly Huffield will draft this letter.

Kelly Huffield:

- Basketball Tourney – Huffield had nothing new to report. P. Berg mentioned that, one day at the post office, Stacy Eaton-Menard had suggested holding this in August. Kelly will get in touch with Stacy.
- Skate Board Users Group - She will make sure this group is placed on the Community Foundation’s next agenda

Adopt a Spot Update

Kelly Huffield reported the following sponsors for the indicated sites:

- Joanna’s Park and the Castle – Tim and Miriam Barth
- Bair Park – Girl Scouts
- Welcome Sign at Golf Course – Eleanor and Ken Bossert
- Welcome Sign and Church sign at east end of town – Deb Giffin
- City Hall – Charity Whitman with Kelly Huffield’s assistance, if needed.
- Senior Center – Connie Mangas. It was mentioned that she and Jen Frazer could tag team this site, as it has a pretty large garden area. Kelly will send Connie’s contact information to Jen.
- Court House – This was originally on the list, but the County has said they will take care of their gardens.

Possible future *Adopt a Spot* site - Carol Berg said the Yoked Parish is looking into creating a paper recycling site and that a good location may be the island between post office and courthouse, which would allow people to pitch their junk mail when they leave the Post Office. Berg said this may turn into another *Adopt a Spot* site and offered to coordinate this project.

Waivers - Huffield asked about the Attorney review of the waivers. Liaison Berg said that, on June 6, she sent an email to the City Attorney asking about this review. On June 20, 2022 having gotten no response, Liaison again asked for an update and, on June 21, City Attorney Wordal said County Attorney Burt Hurwitz was going to write the County Commissioners a memo explaining why they should be named in the City's hold harmless agreement. Wordal said she had not had an opportunity to follow up with Hurwitz, but expected to do so that Wednesday. Liaison Berg has not heard any more.

Given the need to get the volunteers started, Liaison Berg suggested that the Committee begin using the current forms and, if it becomes a problem later on, the Committee can "ask for forgiveness". Huffield will start signing the volunteers up, and will get the forms to the City. Carol Berg and Jen Frazer both mentioned having plants that need separated, and offered those to any group needing them. Shane Seraday offered to let the City use his account at Cashman Nursery to pick up nursery stock (to be reimbursed.)

Adopt a Spot signs - The Committee wants these signs to clearly describe who is doing what work in each park, in case one party or the other does shoddy work. Kelly Huffield will consult with the Barths about what the sign should say and will order 20 signs and the appropriate number of 'plaques' identifying the volunteers. The use of beautification funds to ordering the signs of the Adopt-a-spot and the Bair Park Pump track was approved back in an April 2022 meeting.

Updates: Bump Track Sign, CORR Process

- Bump Track (Carol Berg) - The sign she has in mind is plastic. P. Berg will send her a link for a metal, reflective sign. She will order the sign.
- CORR Process - P. Berg said she had placed the notes from both CORR team meetings in the FYI subfolder to this meeting. Chair Frazer will communicate with CORR, to avoid unnecessary delays.

McStravick Park Project Tracking

- Sign(s) and donation box - P. Berg shared draft language for the McStravick Park sign which recognizes the parties to this project. She will get costs for this sign, and to place a (lockable) mail box for donations.

Carol Berg indicated a need to warn people that the surface gets slippery when it's wet. Following discussion, P. Berg offered to ask the City Attorney what language to place on a sign that cautions people to use care when the surface is wet.

- Tennis Court Backboard - Chair Frazer reported there is a plan in the works and plans to ask Tom Tasic to help her build the backboard. She will request Thrivent Action Grant for this work. Carol Berg will also have some funds remaining from the Thrivent grant that can be used for this project.
- Striping for pickle ball - Pattie Berg reported that she had received a verbal bid from Full Court Athletics for \$800.00 to stripe 2 pickle ball courts on the tennis court. She said the new owner of Full Court told her a gallon of paint is \$400.00, and that she was not able to find paint designed for these surfaces. Berg also reported having read an article that said 'purist' pickle ball tournaments are not held on these surfaces. Berg said there is \$800.00 in donations that could be used for this, but asked the Committee for direction on the number of pickle ball courts, if any, that should be painted. The Committee agreed the highest priority of the project was to stripe the court for 2 pickle ball courts, and directed Liaison Berg to schedule the striping with Full Court Athletics. Motion made by Jen Frazer, seconded by Carol Berg and passed unanimously.

Discussion followed about the lack of funds to buy portable pickle ball nets, which Liaison Berg reported will cost about \$400.00. Berg reminded the Committee that one of the donors had said the amount donated was enough to

purchase 2 nets, but that was assuming the court surface had 1 pickle ball court. If the Committee uses the donations to stripe the court, this money will not be available for the nets. Following discussion, the Committee agreed that, if any funds are awarded from the Rotary Club, purchasing these nets may take a higher priority over other items on the list.

Discussion then followed about whether to purchase a used storage or tool locker, to store the nets and any other items (e.g., donated rackets, balls, etc.) P. Berg will check with the Sheriff's office about having a key available when City Hall is closed. If that is possible, keys would be checked out in a manner similar to the keys for the electronics at Joanna's Park, so there would be a tracking of users. One member asked whether locked storage was even necessary. This will be decided once we have funding for the nets and after Liaison Berg speaks with the Sheriff's office.

- Bair Grant Closeout (Frazer) – no report at this time.
- Bair Grant Ad – P. Berg read a draft of an ad acknowledging the Bair Trust as well as all the other donors and volunteers. She would like to include a before picture, and a picture of someone using the new court. Kelly Huffield said she and some friends planned to play pickle ball the following Friday and offered to send some photos.
- Status of fence repairs – Carol Berg said she had verbally informed Lee Menard that all he really needed to focus on was the northwest side of the fence. There was some discussion about whether the post on the east end could somehow be pulled back into line, and a question about whether the missing brace on that end was on back order.
- Parking Lot – There is a need for parking lot barriers and a parking diagram. The lot is not accessible, and with the amount spent on the lift, the City needs to spend more money on accessibility.
- There is no word from Rotary if they will honor all or a portion of the fundraising request for McStravick Park

Because of the time, the following McStravick Park-related items were deferred:

- Review of Project Funding/Matching funds to date
- Plan for Benches, picnic table (Phase III work)

Liaison Berg will schedule a meeting at McStravick Park with Chair Frazer and the Mayor regarding any remaining issues there. Frazer suggested they also go to Bair Park so everyone is on the same page about the work needing done. It was also suggested that this would be a good time to ask the Mayor what he thinks Parks needs to get done in the next 12 months.

Public Comment

No public was present to comment.

Set Next Meeting Date/Time/Location/Adjourn
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The next meeting will be held Wednesday July 13, 2022 at 4:15 p.m., at City Hall.

The meeting adjourned at 5:55 p.m.