

MINUTES
CITY OF WHITE SULPHUR SPRINGS, MONTANA
PARKS ADVISORY COMMITTEE MEETING
DECEMBER 12, 2023

ACTION ITEMS

All:

- Complete any “unfinished business” you can at McStravick Park.

Jen Frazer

- Speak with Golf Board about formalizing cross country skiing on the Golf Course.
- Request outline of content of pickle ball clinic.

Carol Berg

- Talk with Jane Ellison about working with Jen Frazer on walkable paths map.
- Signs installed/secured at Bump Track/ maintenance needs at Bump track?
- Duck Race?

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 to City, place recognition signs.
- Work with Stacy Eaton-Menard on the basketball tourney?

Pattie Berg

- Speak with School about ground covering plans
- Draft cover memo for Code, for Chair review/signature

Call to Order and Introductions

The meeting was called to order at 5:22 p.m. by Chair Tressa Blair.

Members present: Tressa Blair, Carol Berg, Jen Frazer, Jordan Kibbee.

Others Present: Pattie Berg (City Council Liaison)

Approval of Meeting Minutes

On a motion made by Carol Berg and seconded by Tressa Blair, the Committee accepted the Minutes of the 11/9/23 Committee meeting, as presented.

Continued Consideration of Council’s Feedback Regarding Proposed Parks Code

Liaison Berg reported that the City Attorney had prepared a draft Parks Code, which she had placed in the FYI folder.

Committee members were unable to agree on changes, if any, the Council had recommended regarding user and damage deposits. The Committee discussed charging higher damage deposits for larger events with larger impacts, along with the administrative fee. The Committee agreed that the Mayor should be able to waive damage deposits, as appropriate.

There was some concern regarding the administrative fees. It was felt that, unless these permits take a lot of the Clerk's time, charging an administrative fee seems to be charging for work the Clerks are already being paid to do. Discussion was then held about the additional time spent by Mark Pryor following an event.

There was a consensus that any administrative fees remaining following an event should be set aside in a separate account to fund future parks maintenance.

In regard to the Mayor's concern about how one decides who caused damage when there are overlapping events, the Committee felt the executive branch should create a policy for situations like this. The Committee did suggest that the City could ask users to take pictures before and after an event, to document clean-up efforts and/or damages.

In regard to the Application Form, Jen Frazer explained that the language highlighted in purple was added to, and the language highlighted in yellow came from, the Draft Code. These changes were made so the application form and Code match. The other alternative would be to provide a copy of the Code to everyone who requests an Application.

Liaison Berg will check the Committee and Council Minutes, compare the Attorney's draft code with the proposed Code, and possibly watch the video of the Council meeting where the Code was reviewed, and will prepare a memo for the Chair's signature describing any Committee action taken in response to the Council's feedback and the City Attorney's draft.

Jen Frazer made a motion to adopt the Application Form, as amended. The motion was seconded by Carol Berg and passed unanimously.

Confirmation of Ranked CIP Priorities

At the request of the Committee, Liaison Berg put the CIP projects in order of priority. She asked for any concerns or questions regarding the ranked list. Following discussion:

- the Skateboard Park was added to the list, as the number 7 priority;
- the splash park /swimming pool became priority number 9; and
- the non-rated items were assigned priority number 10.

With these changes, Jen Frazer made a motion to adopt the Committee's recommended CIP list. The motion was seconded by Carol Berg and passed unanimously.

Review and possibly adopt CORR Report

The Committee reviewed the Community Outdoor Recreation Realization (CORR) report. The Committee asked that the parties who attended the stakeholder meeting be described in greater detail. Carol Berg made a motion to adopt the CORR report, as amended. Tressa Blair seconded and the motion passed unanimously.

Public Comment

No public was present, however attendees shared the following information:

- Chair Blair – Sent a letter to Ms. McDanel asking her to come to a Committee meeting and give an update on the progress of the skateboard park.
- Liaison Berg - House Bill 355 made about \$111,000 available to White Sulphur Springs for projects. The Bill set a 25% match. Berg explained that the Mayor's top priority is to install a new water SCADA system, which will cost about \$50,000. Liaison Berg said she was waiting to hear from Craig Erickson whether those funds could be used for current projects, or only for new projects, but asked for Committee direction as to whether to request any of these funds.

Following discussion, Carol Berg made a motion to request \$25,000 for the ground covering at Bair Park, which would free up the funds requested for this work for Springs Park. Tressa Blair seconded, and the motion passed unanimously. If these funds can only be used for new projects, the Committee asked that this money be requested for renovation work at Springs Park.

Discussion followed about the difficulty in getting bids for the ground covering work. Liaison Berg hopes that, if there are several projects in the pipeline (e.g., Bair Park, Springs Park, and the School), contractors may find it more attractive to bid this work. She will follow up with the school regarding any plans it may have to improve the playground ground covering and will work with the Mayor on planning this work for next summer.

Set Next Meeting Date/Time/Location/Adjourn
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The next Committee meeting will be January 11, 2024 at 4:30 p.m., at City Hall.

The meeting was adjourned at about 6:30p.m.