



City of Helena

# CITY-COUNTY PARKS ADVISORY BOARD SUMMARY

Wednesday, August 3, 2016



### City Members

- Pat Doyle
- Melissa Lewis
- Ross Johnson

### County Members

- Jane Kollmeyer
- Dave Payne
- Nyle Howsmon (Lincoln Parks Board)

### Joint Member

- Kalli Kind, School District Representative

### Commission Representatives

- Rob Farris-Olsen, City Commissioner
- Andy Hunthausen, County Commissioner

### Staff Contact

- Kevin Hamilton, Deputy Director, Lewis and Clark County Community Development and Planning
- Matt Heimel, Lewis and Clark County Special Districts Planner
- Amy Teegarden, Parks and Recreation Director
- Craig Marr, Parks Superintendent
- Todd Wheeler, Recreation and Aquatics Program Manager
- Jennifer Schade, Recorder

**LOCATION:** City-County Building, Room 426

**TIME:** 11:30 am – 1:00 pm

**Visitor(s):** Cory Bailey, Jodi Bingham, Sam Bingham, Josh Velasquez

### 1. Call to Order

Jane Kollmeyer called the City-County Parks Board Meeting to order at 11:35 am.

### 2. Establish Quorum/Review Agenda/Introductions

A quorum was not established. There were no changes made to the agenda.

### 3. Consent Action Items

Approval of minutes: July 6, 2016

As a quorum was not present, approval of the July 6<sup>th</sup> minutes will be placed on the September agenda.

### 4. Comments from Persons Present

The board will accept brief comments from the public for items that are not on the agenda at this time.

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- Per Rob Ferris-Olson. Kalli and Rob serve on the Central-Linc Task Force. Kalli has also been working with Craig and Amy on approving Central-Linc and publically stated that she has had a great experience in working with city staff. Thank you.

## 5. Park Safety Concerns – Amy and Cory

- Cory and Amy have not met since the July meeting. However, at the July meeting, it was decided that Cory and Amy would present a summary of park safety concerns at the September meeting. They want to have 3 – 4 months of data to check trends and any conclusions that may catapult us into our next efforts. Amy has also committed to creating a report that discusses community safety audits.
- Cory stated that in the month of July, the PD received 85 calls for service. 90% – 95% of those calls were complaint-driven. Most of the calls were for Centennial and Women’s Parks. Calls included disorderly conduct, suspicious activity, welfare checks and a few calls for BRGC – mostly animal related calls.
- Craig said he has noticed less litter at the skate park and in the Centennial Parking lot. He has received fewer phone calls related to groups hanging out and the problems associated with that. Craig feels there has been improvement this season.
- In efforts to be proactive, maintenance has moved trash cans to areas of high use. They have reduced the vegetation in Women’s Park and have seen a higher use of police patrol in that area. All these steps are helping.
- In follow up - Amy and Craig went to Marilyn Greeley’s home to assess the transient situation. There was a tree limb overhanging her home. The city maintenance department will be taking care of that. However, this is a city right of way (not a park) and we will be unable to surplus this property per the City Manager and Public Works. This right of way may be necessary for the future design in that area. They suggested Marilyn contract with someone to clean up her property as it creates cover for the transients.

## 6. Presentations

### GIS Mapping – Helena School District – Kalli Kind

- Due to extenuating circumstances, Kalli is unable to present at this meeting. We will reschedule her for a future date.

## 7. Discussion Items

### Bylaws

- After last month’s meeting Pat Doyle reached out to Amy to see if we can discuss the bylaws and review this as a board. With new membership, it may be worthwhile to revisit the bylaws and make sure they are in line with what we want to accomplish.
- In 1999, the City-County Parks Board was formed. The formation of this committee began as an Interlocal Agreement between the city and the county. The board was instructed to adopt bylaws in accordance with the agreement. The bylaws were created and approved in 2001.
- In conversation with Pat, he expressed concern of the lack of participation by county at the July meeting. He was frustrated that we couldn’t give direction to the public that

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came for assistance. Pat is recommending that we relook at our bylaws to make certain they are still reflective of what this committee does.

- Andy – were there questions that needed to be addressed by the county at the last meeting? Dave stated that Linda and Richard Wilson representing La Casa Grande Homeowners Association were asking for financial assistance with some of the park maintenance in East Helena. The home owners association doesn't have the money to cover the needs.
- Dave added that he would like to get on a future agenda to discuss how we answer the public when they come to this board for funding. Dave did recommend that they return to this board with a proposal that includes what the needs are and potential costs.
- In follow up to the conversation, Kevin did send the Wilsons an email. He has not heard back from them yet. Jennifer referred the board to the minutes from July as there is information included into those minutes as to what the Wilsons were requesting.
- This isn't the first time we have had public attend these meetings to request funding from the board – specifically from the county parks. We have been discussing getting processes in place since the January meeting. We need to find some resolutions on answers for the county. In the future, if there are any questions regarding county parks, please provide them with Kevin's contact information.
- Dave - we will have new board members in the next couple months so we need something in writing that addresses how we process financial requests.
- Amy suggested that Andy and/or Kevin do a presentation on the county parks plan. The city did a presentation related to our park plan and processes. Would there be an opportunity to do a tutorial to remind the parks board of their role when it comes to these discussions? Kevin will work with George on this.
- Amy will do a draft of changes to the bylaws that reflects some of the discussion today and then will check to see if there would be any contract changes based on this. Amy and Jennifer will work up the draft.

## **8. Presentations**

GIS Mapping – Helena School District – Kalli Kind

- Kalli was unable to attend today's meeting. Amy will follow-up with her.

## **9. Discussion Items**

Parks Board Discussion

- None.

Indoor Recreation Facility Update

- Todd gave a brief update of the indoor recreation facility. The committee is currently looking at potential sites. They are moving forward with the study. The survey is complete; however, the results have not yet been released. Amy stated they have narrowed down the sites to 5 or 6.
- Some of the proposed locations include the area located by the state DOT site on the eastside of the interstate, Memorial/Centennial parks area, the Barney park area by the

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railroad tracks, land that the forest service owns by cedar exchange (helicopter), and around the Nature park area. Amy added that they will need at least 6 acres of land.

- There is much more conversation that will take place before any decisions are made. Amy believes the final feasibility study will come out in the fall.

## 10. Action Items

- None.

## 11. Reports

City	Amy Teegarden	Parks	Craig Marr
County	Kevin Hamilton	Fair Board	Dave Payne
HOLMAC	Jane Kollmeyer	Playgrounds	Stacy Sommer
Lincoln Parks Board	Nyle Howsmon	School District	Kalli Kind
Recreation	Todd Wheeler		

### City - Amy

- July was National Parks and Recreation month. We announced our tobacco free campaign.
- We purchased and handed out swag and developed 4 different posters with our key messages which are: 1. Foster a healthy community, 2. Send a healthy message, 3. Provide a clean place to play and relax, 4. Save money. We have distributed this information at the Alive @ 5 events, the Railroad Rendezvous event at Beattie Park and at Brewers events.
- Amy then stated it has been a very busy summer with some challenges in managing the amount of park use. We have been very short of staff.
- Under direction of the City Manager, Parks and Recreation will now be permitting food vendors on the walking mall. We will work with the BID on a long-term strategy.

### County - Kevin

- Kevin stated they have received 3 requests for funding for open space. He will have more information at the next meeting.

### HOLMAC – Jane Kollmeyer

- Long-term trail volunteer Jim Phillips passed away. HOLMAC will try to put something together to recognize his work.
- Andy – in working in partnership with the city, there are hopes to get the addition to the Centennial trail opened mid to end of August. There is discussion about completing fencing by Joslyn and country club.
- Craig asked about the maintenance of these trails. Jane stated that PPLT is doing this at this time. Andy added that because they are outside city, there has been discussion that the county would pay the city parks maintenance department to maintain. Amy added that the next step will be to look at an Interlocal Agreement between the county and the city that addresses maintenance. Amy has been working with Craig on a Trails Management Plan that defines the standards and costs which in turn will be entered into this Interlocal Agreement. The Interlocal Agreement will formalize what we are already doing. Andy – if the trails go out to Fort Harrison, we are hoping they will assist with maintenance.

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### **Lincoln Parks Board – Nyle**

- Nyle – we are receiving request for bids for the bathrooms for Hooper Park. They hope to install them sometime in September.
- There are 3 major upcoming events scheduled for the month of August.

### **Recreation – Todd**

- Todd state there is only 2½ weeks more at the pool. As Amy eluded, there have been staffing challenges.
- Tennis lessons have been very successful. Classes have been well-attended.
- Kays Kids had a very busy season. As with the pool, there were staffing challenges. The free lunch program helped with attendance.
- We will have conversation on how to look at this program closer next year.
- Memorial had such high attendance that we had to cap and institute a check in and check out policy. The program has outgrown the “drop in and play” philosophy. We will reevaluate this next year.
- All in all, it was a very busy summer.

### **Parks Maintenance – Craig**

- Craig stated it has been business as usual. Work is focused on irrigation and mowing.
- Urban forestry has completed their work on Rodney Street. The department has received many requests for tree work.
- Putting in new playground equipment at Clinton Park.
- There has also been additional work on the athletic fields as they had a lot of use this summer.
- 6<sup>th</sup> Ward Garden Park is almost at completion for the summer. We had added irrigation and there is a lot of vegetation in the ground.
- There was a fire at the Fire Tower. They are still determining damages.
- Maintenance is transitioning into the new building.
- Maintenance is also doing work at the trails and placed new signage at Centennial Park.

### **Fairgrounds – Dave**

- There was no July meeting.
- The Stampede was very successful this year.
- Andy mentioned that Helena College has agreed to restore the “Rocket”. Public Works will take it down. It will not be functional – will only be on display.

### **Other**

1. Amy – this board will be recruiting new members in the next couple months as we have a few members that will term out. There will be an ad in the paper and this will be announced on our website. If you know of anyone who may in serving on this committee, please encourage them to visit our website.
2. Ross understands that there is a proposal to the state to swap with a developer the old National Guard armory building. There was something mentioned that the land is not park land, but private. Amy – the southern portion of Centennial Park is state property. Amy

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understands that there is no intention to reuse this building, but she has heard nothing formal as of yet as there are concerns it was once a landfill.

3. Jodi (visitor) has been approached by developers who are interested in the property and curious about what they can do with landfill under it. There are issues and they have backed off. But there are people interested in developing this area.
4. Andy – as an information item, this discussion came before the land board and will be presented at the August 14th meeting. The tentative plan is that the developer wants the old state liquor warehouse and Carroll College will purchase the armory. Carroll is committed to leave the land as open space; however, they want the building to use for the expansion of educational opportunities (i.e., graduate programs.). Per Amy, we will stay in loop and when there is a more concrete proposal, she will bring that information forward to this board.

## **12. Communications and Future Agenda Items (Board Members)**

- Bylaws Discussion
- County Request for Funding Presentation (Ross suggested to wait on this presentation until new board members are selected)
- Trail Plan (October)

## **13. Next Meeting Date: Wednesday, September 7, 2016.**

## **14. Adjournment**

With no further business, Ross moved to adjourn at 12:45 pm.

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[citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov)  
316 North Park, Avenue, Room 440, Helena, MT 59623

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