



**CITY-COUNTY PARKS ADVISORY BOARD
SUMMARY
Wednesday, August 1, 2018**



City of Helena

City Members

- Pat Doyle
- Ross Johnson
- Steve Baiamonte

Joint Member

- School District Representative

Staff Contact

- Lewis and Clark County Representative
- Amy Teegarden, Parks and Recreation Director
- Craig Marr, Parks Superintendent - *excused*
- Recreation and Aquatics Program Manager
- Jennifer Schade, Recorder

County Members

- Dave Payne
- Nyle Howsmon (Lincoln Parks Board)
- Ernie Lundberg (Lincoln Parks Board)

Commission Representatives

- Heather O'Loughlin, City Commissioner
- Susan Good-Geise, County Commissioner

LOCATION: City-County Building, Room 426

TIME: 11:30 am – 1:00 pm

Visitor(s): Tiffany Guardipee, Resident, Warren School Representative; Jamie Reese, Resident, Warren School Representative; Christal Ness, County Planning; Samantha Neill, County Representative; Peter Italiano, County Planning Director; Dave Smith, YMCA; Jayson Zander, Helena Police Department

1. Call to Order

- Pat Doyle called the August City-County Parks Board meeting to order at 11:36 am.

2. Establish Quorum/Introductions/Review Agenda/Approval of Minutes

- A quorum was established. There were no changes to the agenda.
- After review of the minutes, Dave moved to approve the July minutes as presented. Nyle seconded. Motion carried.

3. Comments from Persons Present

The board will accept brief comments from the public for items that are not on the agenda at this time.
None.

4. Unfinished Business

- None.

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5. Presentations/Discussion Items

Ordinance to Limit Motor Vehicle Traffic in County Parkland – Christal Ness – County Planning

- Christal Ness of County Planning presented to the City-County Parks Board a memorandum to review and possibly make a recommendation to the Board of County Commissioners on an ordinance that will prohibit unauthorized motor vehicles on the County's parkland, and provide for a penalty process for misdemeanor offenses for violation of said ordinance.
- There are numerous undeveloped parks throughout the county. There have been at least two occasions where the ambulance was called to a county park due to injuries sustained by people riding their ATV's on county parkland. It is not uncommon to see underage drivers driving these ATV's. Christal stated the county has also received calls from the homeowners association near the Broadwater. With the new restaurant at the Broadwater, overflow parking is taking place on parkland.
- Christal distributed aerial photos of county parks and reviewed the proposed ordinance. If this is approved by this board, the recommended ordinance will go to the Board of County Commissioners for final approval. There would be a 30-day review period and a 30-day period of public comment. Christal added that the county attorney has been involved in this process.
- Christal would like this item to be an action item for the next meeting.
- Steve asked if the county currently has a schedule of fines for different offenses. Susan stated not to her knowledge. The county attorney and sheriff will need to review this ordinance and list of fines, as they will be tasked with enforcement.
- It was recommended to the county representatives that they may want to post signage that warns community members of potential fines. Christal stated there is already signage posted at the Northstar Subdivision Park. Signs would have to be modified to reflect the new ordinance.
- Christal added that this is happening in park parcels all over the county. In discussion with county staff, it was stated that the county would have to assume some sort of liability if we do not do something. Pat then stated that the conversation throughout the county is access. If we accept land for parkland use, we should be building parks. Christal said there is one area where someone has built jumps for motorcycle use. Pat stated the jumps must be taken down. This type of activity needs to be part of the discussion.
- Susan then stated that there are motorized vehicles in Hooper Park every day. Will this ordinance exclude certain parks? We can exclude parks by posting appropriate signage.
- Steve recommended we invite the county attorney and sheriff to our next board meeting.
- Dave stated that he is in favor of the ordinance.
- Amy stated she will look up the recreation law that protects municipalities from inherent risk. Land managers cannot mitigate every risk out there. Ross then recommended we contact the Broadwater to address the issue of overflow parking.
- Christal's ultimate goal is to have an ordinance in place by summer for next season.

ACTION ITEM(S): Christal will invite the county attorney and sheriff to the September 5, 2018 City-County Parks Board Meeting.

Amy will research recreation law that protects municipalities from inherent risks when community members visit our parks.

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Bylaws: Student / Youth Representative – Amy

- Amy stated she will have conversation with the school district about inviting a young adult to participate on the City-County Parks Board.

6. Action Item(s)

PARK DEVELOPMENT FUND – Samantha Neill – Presenter

The Park Development Fund is comprised of money required by the subdivision process for cash-in-lieu of parkland dedication. The Parks Board reviews the developer’s proposal to either donate cash or land for parks and makes a recommendation to the County Commission. When the Commission accepts the cash-in-lieu, the funds are held in the Park Development Fund for the purpose of park improvements in the park fee area in which the subdivision was created.

This park is located in the Northeast Valley park fee area. Currently, the Northeast Valley park fee area has \$23,326 in the fund. Warren Elementary draws children from all across Helena #1 School District which extends outside of the Northeast Valley park fee area. However, MCA 76-3-621 (5)(b) states that funds collected at the time, that a qualified subdivision is filed as a final plat with the Lewis and Clark Clerk and Recorder, must be used in the planning area of the subdivision.

POSSIBLE ACTION

1. Approve the expenditure of all or a portion of the requested funds.
 2. Deny the requested expenditure from the Northeast Valley park fee area; or
 3. Request additional information from the applicant and/or County staff prior to making a decision.
- Two representatives from the Warren Elementary PTO were present to discuss their request and answer questions.
 - The board expressed concern over a few issues:
 - The amount requested exceeds what is in the county budget.
 - Pat stated we are setting a precedent in allowing one project to receive all the funding available.
 - There is concern that the PTO is taking full responsibility for added maintenance of this park. Because it is located on school property, isn’t it the responsibility of the school district to provide maintenance? We may need to confer with the county attorney on this.
 - Ross then stated that he remembers that the county was going to create a more formal process to allocate funds. Currently, there are no guidelines in place for everyone to know about funds available. This board needs to revisit this conversation.
 - Dave – we need to make a decision.
 - Susan stated she understands that the PTO wants something in place by beginning of school and while this board supports this project, our process may be too slow to meet the PTO’s need. We will continue to work on this. Ross agreed and added that before we can recommend funding, the board needs to hear from county attorney and there needs to be a more formal agreement between school and county.

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- **The City-County Parks Board requests additional information from the applicant and/or County staff prior to making a decision.**
- Pat added that in the meantime, this board can work on getting the request process more formalized.
- Susan suggested the PTO approach Aerospace Helena for a grant to help with this project. She will write a letter of support and assist with the grant-writing process.
- Amy recommended that someone from this board and county staff to vet project proposals. Dave asked that the county put together a list of the different parks/parkland and provide this board with a status update on inventory and recent funding. Peter stated he will put this information together.
- Ross moved that the board accept “Possible Action Item #3” - The City-County Parks Board requests additional information from the applicant and/or County staff prior to making a decision. The PTO representatives were also asked to contact the school district regarding a MOU (Memorandum of Understanding) in regards to the maintenance of the new courts. Steve seconded. Motion carried.

7. Reports

City	Amy Teegarden	Parks	Craig Marr
County	Samantha Neill	Fair Board	Pat Doyle
HOLMAC	Dave Payne	Playgrounds	Stacy Sommer
Lincoln Parks Board	Nyle Howsmon	School District	Kalli Kind
Recreation	Vacant	HRSA	Peggy Stringer

City – Amy

- GreenPlay is finalizing Phase I of the Comprehensive Parks Plan. Once we receive the report, we will begin the contract for entering into Phase II.
- Parks and Recreation has had a very busy summer.
- On August 17, 18, and 19, we will hold the first Bikes, Blues and Brews event. Max Pigman of Lewis and Clark Brewery is the organizer of this event. This event will take place in both Centennial and Memorial Parks. The parks department will allow camping in Centennial Park. The music festival will take place in Memorial Park. The Helena Pads for Paws organization will manage the camping and camping fees will go back to the organization. We are hoping this will be an annual event.
- Open Lands has experience site visits from the Forest Service and DNRC (Department of Natural Resources and Conservation).
- Amy announced that on July 24 we held the dedication of the renovated Pro Shop and Clubhouse at Bill Roberts Golf Course. The dedication of Muni’s Grille will hopefully take place sometime in September.

County – Samantha

- No report.

HOLMAC – Dave

- On August 22, city staff will submit a revised alternative for the Beattie Street Parking Area at the City Admin meeting.

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Lincoln Parks Board – Nyle

- The new bathrooms are in. We have completed the sewer system and now need to put in the water system. We are looking at 3 – 4 weeks out.

Fair Board – Pat

- There was no meeting due to the Fair.

Other – Jayson Zander, Helena Police Department

- The Helena Police Department received complaints about illegal activity at Northwest Park. Using school resource officers as a focus team, the team went to the park and made four arrests. Jayson asked that if we see anything suspicious taking place to please contact the police department.
- The Fair went very well. There were four DUI's issued one night along with 52 traffic stops.

8. Communications and Future Agenda Items (Board Members)

- Application Process for requested funds for service area.
 - Pat recommended we do some interim work on the process prior to our next meeting. Peter stated that at this time, there is no process for application or issuing of fees. Pat said he will make himself available to Peter to create a process prior to the next meeting. Ross said he will as well. Peter will reach out to Pat and Ross.

9. Next Meeting Date: September 5, 2018

10. Adjournment

- With no further business, the City-County Parks Board meeting adjourned at 1:05 pm.

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Persons with disabilities requiring accommodations to participate in the County's meetings, services, programs, or activities should contact Aaron Douglas, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following: (406) 447-8316, 316 North Park Avenue, Room 303, Helena, MT 59623; TTY Relay Service [1-800-253-4091](tel:1-800-253-4091) or 711, adouglas@lccountymt.gov.

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