

Park Board Meeting Minutes July 10, 2018

Park Board Members Present: Ron Brunk, Susan Schnee, Jim DeHerrera, Ray Boksich, Eric Matson and Ryan Hennen

Park Board Members Absent: Terri Dunn

Guest: PWK representatives

City Staff Present: Maria Butts, Mary Blubaugh

A. Call to Order: 7:00 pm

B. Approval of the June 12, 2018 Agenda-. Vice President DeHerrera moved to approve the agenda. Member Hennen seconded. A vote was taken with all ayes.

C. Approval of the May 15, 2018 Regular Meeting Minutes – Vice President DeHerrera moved to approve the minutes as presented. Member Schnee seconded. A vote was taken with all ayes.

D. Public Comments – Tom Ward stated he had drawn plans for a proposed Japanese garden around the pond at Riverside Park. His plans included a waterfall by the tennis courts that runs into the pond. President Brunk suggested dropping off the plans to the Parks and Recreation Department where it could be presented to the Park Board at a later date.

Gloria Nelson is on the Playground Advisory Committee with Project Whitefish Kids (PWK). She told the Park Board the committee is made up of 4 moms. These volunteer moms formed a committee out of concern with the playground that was at Smith Fields. The Committee has a budget of \$292,000 and has raised \$191,000. Ms. Nelson informed the Park Board there are no parks South of Baker Park. That area of town is exploding. The Committee has written and received 8 grants. They are asking the City to partner with PWK and pledge \$50,000. This pledge would allow them to get a loan for the remaining monies. Ms. Nelson states the Glacier Twins had receive similar monies for the stadium from the City. They had a similar lease as PWK. She thanked the Park Board for their consideration.

E. Committee Reports

a. Bicycle/Pedestrian Committee – Vice President DeHerrera reported the Committee met yesterday. The Trailview Subdivision engineer made a presentation to the Committee. He wanted ideas for the trail route. There was discussion on the Les Schwab and Dalen easement. It turns out the City already owns a strip of land by the river behind those properties. The Committees #1 priority is to move along with these easements.

b. Tree Advisory Committee – The committee did not meet.

c. WSFF Board – President Brunk said the meeting is tomorrow. He does not have any new information since the ice was back.

d. WAG Board – Member Boksich said the Board is getting organized for the WF Community Great Fish Challenge. There are some transients sleeping in the Dog Park. Director Butts said she had already contacted Police. The Police will do some walk throughs.

F. Presentations – PWK Smith Fields Playground Design – Director Butts told the Park Board the lease between PWK and the City states the City must approve any improvement plans at Smith Fields.

The Park Board had several photos, a drawing and a fact sheet regarding the proposed Smith Fields playground in their packet. Gloria Nelson reported the Committee received 3 bids. The playground design chosen is from PlayWorld and Northwest Playground Equipment Inc. The total cost is \$292,000. A breakdown of the costs was included in the fact sheet. Ms. Nelson reviewed the fact sheet and drawing. There is a 2-5 year old play structure, a 5-12 year old play structure, 4-bay swing set, standalone Cozy Cocoon & Spin Cuts and a pavilion.

Member Boksich said the older playground doesn't look like it is meant for older kids. Memorial Park's playground has a zip line and a climbing structure. Gloria stated there are a lot of nets to climb on their structure. They didn't want it to have the same components as other parks.

President Brunk asked if there is a need for a playground that large. Ms Nelson had stated the playgrounds could handle 119 children. She replied the committee would like this to be a destination playground.

Member Schnee asked how long this playground would last. What kind of maintenance is required? Ms. Nelson said the ropes would need to be replaced every 5 – 10 years. Director Butts asked if they had factored in regular playground inspections. Ms. Nelson said yes they had.

Member Matson made a motion to approve the project as presented.

Member Boksich seconded.

A vote was taken with all ayes.

G. Public Hearings - None

H. Old Business – None

- I. New Business – a. Request by FVSEFF to renew the Saddle Club lease –**
Director Butts says in 2013 the City and Flathead Valley Ski Education Foundation signed a 5-year lease agreement. The lease does not have an autorenewal clause. The FVSEF has met all their obligations of the lease agreement as well as making significant improvements. Staff recommends renewing their agreement and adding an automatic renewal clause.

Member Hennen made a motion to recommend the Council renew the lease for 5 years and request staff add an automatic renewal clause.

Vice President DeHerrera seconded. A vote was taken with all ayes.

b. Review Parks and Recreation Capital Improvement Plan and Priorities List – No action is needed, but the Park Board can give directions to staff. Director Butts reviewed the CIP. She would like direction from the Park Board to also review this CIP. Maria would also like the Park Board to go over the Parks Unscheduled Capital Priority List. She would like to know if there are any items on this list which should be moved to the CIP. The 5 Year CIP was reviewed and discussed.

Vice President DeHerrera asked what projects/items can use TIF. Director Butts said it has to be in the TIF District and in an area of economic development.

President Brunk asked if there are any questions or concerns with the 5 Year CIP. The Park Board stated they are good with the CIP as presented.

Director Butts then reviewed the Parks Unscheduled Capital Priority List. The Parks and Recreation Department is the only department without a fleet replacement plan. There is 40% water loss in our irrigation system due to it being so antiquated. The Park Board was asked if there was anything they would like to add to the list and to rank the items by importance.

President Brunk said the Irrigation Upgrade needs to be at the top of the list. He would like to add the Ice Den Roof to the list. We must repair the roof as it is our responsibility.

Vice President DeHerrera asked how can we determine irrigation upgrades costs? Director Butts said she would like to get a consultant to go over all our systems. Jim said that could be its own item.

Member Boksich agreed and said we need to take care of what we have.

Member Matson said a fleet replacement plan is needed as well as regular equipment replacement.

The following items were determined to be of high importance with the Park Board.

The Bucket Truck and Chipper
Regular Fleet Replacement
Toro Replacement
Irrigation Upgrades in Parks
Regular Equipment Replacement
Riverside Parking Lot and
City Beach Parking Lot Renovation.

Member Matson made a motion to recommend approving the 5 Year CIP as presented.

Member Hennen seconded.

Member Boksich suggested we wait to see what PWK's request for monies is and if it's approved by the Park Board before we vote on this motion.

Member Hennen withdraws his Second. Member Matson withdraws his motion for now.

c. Request by City Council for recommendation on PWK's request for Resort Tax Funds for Smith Fields Playground Project – The Park Board had in its packet a memo from Director Butts reviewing the PWK's request as well as their current lease. The lease holds PWK responsible for costs to construct and maintain the property. This includes upkeep, repair and replacement of any improvements made to the property. It also states, "the City shall not be responsible for any expenses of installing or constructing improvements, or the cost of maintenance, repair, upkeep and replacement of any of the improvements".

Member Hennen asked if the Resort Tax Committee has made a decision. Director Butts said no they meet next week.

Member Boksich said there are still a lot of hoops for them to go through. He would like to see it move along though.

Member Schnee asked what would get bumped on the 5 Year CIP if we do approve their request.

Director Butts said the Park Board would have to make that decision.

President Brunk gave a history of the Glacier Twins at Memorial Fields and how they got monies from the City. In brief, there was an injury on the bleachers at the Ice Den which subsequently led to all bleachers being inspected. The Memorial bleachers were then torn down. However, at the time the bleachers were torn down, the Glacier Twins were set to host a major tournament. They had to use temporary bleachers for this event. The City felt it needed to help because of this situation.

Member Schnee asked if the City Attorney had said if she would amend the lease.

Director Butts said the process requires City Council to determine if they wish to amend the lease. This matter will come up in the first meeting in August.

Member Hennen agreed with Member Boksich. It still has to go through the Resort Tax Committee.

Vice President DeHerrera said what got his attention is the fact there are no playgrounds in that side of town. The tough part is what can we substitute for it from our CIP?

Gloria Nelson said donors are asking why the City isn't helping and have they asked the City?

Discussions continued. Vice President DeHerrera asked if we can go further into Reserves. Director Butts was not sure how far down Dana, the City's Finance Director, is willing to go in the Reserves. We can only estimate how much we get in Resort Taxes.

Member Schnee asked if this is allowable use of Resort Tax funds.

Director Butts said yes. The Resort Tax Committee, in the last 2 years, has told Maria they really want to focus on the Bike Path connection.

Vice President DeHerrera made a motion to recommend adding \$20,000 to FY19 for the PWK playground.

Member Schnee seconded.

Vice President DeHerrera said it is too much of a risk to give \$50,000. However, \$20,000 is a way to still show support.

A vote was taken with all Ayes with an amendment of the lease.

The Park Board then went back to the CIP for review. Director Butts suggested looking at FY 20 or FY21 for options. She said we could reduce the Bike Path Connections and use volunteer help as a way to reduce costs.

Member Boksich made a motion to approve the 5 Year CIP as amended with FY20 Bike Path Connections being reduced from \$170,00 to \$160,00 and then reduce those amounts the next two years to \$45,000.

Member Matson seconded. A vote was taken with all ayes.

d. Recommendation to update tier categorization for Riverside Tennis Courts – Director Butts reviewed with the Park Board how the tier schedule for parks and park facilities was established. The recent renovations to Riverside Tennis Courts have increased the quality of the facility.

Member Hennen made a motion to recommend Riverside Tennis Courts be updated to the Tier 2 category.

Member Schnee seconded. A vote was taken with all ayes.

Member Schnee asked Director Butts if we could offset the cost of restroom pods at Memorial Park by doing this. Maria said it would take some time.

J. Other Items - None

K. Items from Parks and Recreation Department

a. Administrative Report – Depot Park has reopened, and a lot of positive feedback has been received. A few sections of the park are fenced/roped off until the grass is more established. The City Beach restrooms are now fully operational.

Member Boksich said there are soggy spots at Depot Park and he asked why the irrigation was running the morning of Farmer's Market. Director Butts said we had to irrigate because of the Arts Festival that past weekend. The new sod needs to be saturated and we were unable to irrigate while the Arts Festival was running.

b. Recreation Coordinator – Summer Youth Programs have begun with very good attendance. There is a waitlist for several of the tennis camps. The most recent week of Summer Day Camp had 89 campers.

Member Matson asked if the Junior Counselor positions were going to be started up again. Director Butts said that would be discussed for next summer.

c. Parks Maintenance – Eleven (11) hazard trees were removed around town. The Roundhouse Landing landscape project was started. Jen Sybrant worked with several young workers from MCC on this project. New skatepark benches were installed.

d. Community Services Coordinator Report – Volunteer to Ski participants have been working on projects such as pulling noxious weeds, painting bridges and cleaning bike paths. During the cold wet month of June, staff worked on various maintenance projects.

L. Correspondence – None

M. Items from Park Board:

Jim DeHerrera – He asked if we knew there is a sign at the entrance to the parking lot at the Community Center and Kay Beller Park that states there is a 2-hour limit for parking. Director Butts said she was not aware of the sign and would look into it.

Eric Matson – There is a large drop off at the Rocksund Bridge. This is a hazard for bikes. Director Butts will have her Parks staff take care of it.

Ray Boksich – A person told Ray the name of James Bakke's hometown is misspelled on one of the signs at Bakke Nature Reserve.

Ryan Hennen – None
Susan Schnee – None
Ron Brunk – None

N. Adjourn: The meeting was adjourned at 9:37 p.m.