

**Park Board Meeting Minutes
November 14, 2023**

Park Board Members Present: Ron Brunk, Jim DeHerrera, Melissa Hartman, Terri Dunn, Antonia Malchik.

Park Board Members Absent: Ray Boksich, Frank Sweeney

City Staff Present: Maria Butts, Jennie Bradford, Liz Records

- A. Call to order at 6:04 p.m.
- B. Approval of the November 14, 2023, Agenda – Motion to approve made by Vice President Hartman and seconded by Member DeHerrera. All ayes.
- C. Approval of the September 12, 2023, Minutes. Motion to approve by Vice President Hartman and seconded by Member DeHerrera. All ayes.
- D. Public Comment: NA
- E. Committee Reports:
 - a. Bicycle/Pedestrian Committee: Member DeHerrera shared in relation to the viaduct improvements, PW Director Workman would like to move the jersey barriers next year. Based on the safe routes to school, E 6th St will be changed to one-way traffic beginning next week. Member DeHerrera shared there was a meeting today regarding the Riverbend condos project and a positive outcome was that FWP seemed more receptive to the proposed path closer to the end of the meeting.
 - b. Tree Advisory Committee: Nothing to report as have not met.
 - c. WSFF: President Brunk shared the rink continues to experience roof leaks. More recently screws were found on the ice. The rink has also had some fire sprinkling issues that they have taken care of. President Brunk informed the board they are fundraising for the purpose of entering a contract with an architect for a conceptual design of a new rink with 2+ sheets of ice. Property has not yet been secured.
 - d. WAG: Member Boksich was not in attendance. Most recent minutes included in the packet.
- F. Presentations: NA
- G. Public Hearings: NA
- H. Old Business: NA
- I. New Business:
 - a) Consideration of Approval of Armory Park Master Plan Phase IV Design – RPA
Austin Pauly with RPA explained components of the Armory Park master plan including site furnishings and their proposed location (i.e., shed, second restroom, benches, large and small pavilion, covered seating areas to be placed along the shared use path, picnic tables to go in pavilions). Austin went into more detail for the next phase of the plan, the proposed softball fields. For this next phase, the proposal includes adding a well like that

completed in phase 3. This would provide irrigation around the Armory Building. The two wells combined would be able to irrigate the entirety of the park. This next phase would also include extension of the parking lot and fixing the grade of the southwest corner along Dodger Ln. With approval, the next step for phase iv would be for the design team to meet, review the budget to know what is possible, and begin determining exact features and specific locations. As this phase will occur over 3 fiscal years, we have a long timeline for this project. The bidding would take place next summer and construction would begin in 2025. Director Butts confirmed staff have met to review the conceptual drawings and are content with the proposed design. Member DeHerrera motioned to move to approve the concept as presented. Seconded by Member Dunn. All ayes.

b) Consideration of Approval of Design for River Trail Improvements –
Forestation

Shiva Solaimanian of Forestation presented the conceptual design. Member DeHerrera wondered if any 310 permit issues were foreseen. Director Butts shared the designs have not yet been reviewed by FWP, in general they prefer use of natural products and native plants. FWP also supports hardened entry points as they minimize random/multiple access and erosion points. Director Butts believes the conceptual plan would be favorably received by FWP. Member Dunn made a motion to accept the conceptual designs as presented, using the site A porta potty location. This motion was seconded by Vice President Hartman. All ayes. Director Butts shared she is also seeking direction on priorities. The board unanimously agreed to prioritize the north side of the Riverside bridge (both sides), then Baker access and lastly, the porta potty shelter. A motion is not needed for prioritization at this time as we do not yet have cost estimates.

c) Consideration to Allow Donation Request Sign at Skye Park – Forestation
Motion made by Member Malchik and seconded by Member Dunn that the language on the sign be changed to read, “Organized by friends and family of Shane Foster, in partnership with the City of Whitefish”, that the sign be posted until Oct 31, 2024, or until the funding goal is met (whichever occurs sooner), and the sign be located in the bulb out on the north side of Skye bridge. All ayes.

d) Consideration of Updated Fee Schedule for July 4th Vending – Carla Belski,
Community Services Coordinator

Motion made by Vice President Hartman to recommend to City Council increasing the 4th of July vendor fee to \$150 effective January 1, 2024. Seconded by Member DeHerrera. All ayes.

e) Consideration of Implementation an After School and Summer Day Camp
Fee for City Employees – Liz Records, Recreation Coordinator

Member Dunn made a motion to recommend option 3 (zero cost to city employees) to City Council. Seconded by Vice President Hartman. All ayes.

J. Other Items:

- a) Consideration to cancel December meeting – Vice President Hartman motioned to cancel the December meeting. Seconded by Member Malchik. All ayes.
- K. Items from the Parks and Recreation Department
 - a. Administrative Report: NA
 - b. Recreation Coordinator Report: NA
 - c. Maintenance Report: NA
 - d. Community Services Coordinator Report: NA
- L. Correspondences: NA
- M. Items from the Park Board: Member DeHerrera thanked the Parks & Recreation staff for all they do. President Brunk shared there is toad flax in Kay Beller Park. Staff Bradford will create a service request for parks staff to address this.
- N. Motion to adjourn made by Vice President Hartman and seconded by Member DeHerrera. All ayes. Adjourned at 8:34 p.m.