

Park Board Meeting Minutes
March 10, 2020

Park Board Members Present: Ron Brunk, Ray Boksich, Carrie O'Reilly and Jim DeHerrera

Park Board Members Absent: Terri Dunn, Frank Sweeney and Susan Schnee

Guests:

City Staff Present: Maria Butts and Mary Blubaugh

A. Call to Order: 7:02 p.m.

**** F. Presentations – Swearing in of new Park Board Member, Carrie O'Reilly by President Brunk. President Brunk moved this Agenda item to the beginning of the meeting.**

B. Approval of the March 10, 2020 Agenda – Vice President DeHerrera moved to accept the amended agenda as presented. Member Boksich seconded. A vote was taken with all ayes.

C. Approval of the February 11, 2020 Meeting Minutes – President Brunk corrected a word on the February Minutes. It was written Member Schnee said there was alot of glitter in the streets from the Winter Carnival parade. The word glitter was incorrect. Member Schnee used the word confetti. Member Boksich moved to accept the minutes as amended. President Brunk seconded. A vote was taken with all ayes.

D. Public Comments – None

E. Committee Reports

a. Bicycle/Pedestrian Committee – Vice President DeHerrera was not able to attend the meeting.

b. Tree Advisory Committee – Director Butts said Arbor Day plans were the main items being discussed.

c. WSFF Board – President Brunk reported the board addressed an issue relating to a private adult hockey tournament request. The details are in the WSFF Board report which is in the Park Board's packet.

d. WAG Board – Member Boksich said the board has not met. Director Butts told Ray regarding the silhouettes on or near the bullpens, those should be going to the Planning Department to verify they meet the sign ordinance.

G. Public Hearings – None

H. Old Business – Consideration of approval of new MOU with Glacier Twins, allocating Verizon Funds, including lease revisions. Director Butts reviewed her memo which is in the Park Board packet. The redlined changes to the draft MOU and existing lease are under consideration tonight. If the documents are accepted as presented it will then be given to the Glacier Twins to review. The Twins have seen the redlined draft. The Park Board can give a deadline for the Twins to review. The Park Board may also consider assigning 2 members of the Board to work with Director Butts and the Twins on final negotiations of the documents by a deadline. Once the documents are agreed upon by both parties and signed there may still be requirements for the

Glacier Twins to provide competitive quotes. If we do go past the fiscal year deadline, those funds would still be able to be allocated.

Bob Rupp from the Glacier Twins addressed the Park Board. He said he understands the process now. The Glacier Twins don't agree with all parts of the MOU and lease. They would like to meet with Director Butts and members of the Park Board to discuss. They don't usually get bids because they do a lot of the work themselves.

President Brunk said the Park Board has a lot of respect for the Glacier Twins. They, as a Park Board, need to have some accountability with the funds, which is why these changes were made. Vice President DeHerrera said he likes the idea of a working group to meet with the Twins and then get back to the Park Board. Member Boksich is also good with forming a working group to discuss points with the Twins.

President Brunk thinks the redline document represents what the Park Board wanted added.

Member Bokisch moves to direct staff to move forward with the MOU as drafted and move forward with a work group to enter into discussions with the Glacier Twins. The final documents are to be presented to the Park Board at the May meeting.

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

Member Sweeney had expressed interest in being on the work group. President Brunk would also like to be on the group.

I. New Business - Park Sign Master Plan – review of existing park signs. Director Butts informed the Park Board staff has begun to evaluate the conditions of our current park signs and the consistency of design of each sign. Many parks do not have existing signs and not all signs have a consistent design. Director Butts is seeking direction from the Board as to whether or not staff should move forward with a complete Park Sign Master Plan. In addition, Director Butts would like to know if the Park Board would prefer this be completed in-house or with the assistance of a graphic designer.

Director Butts is estimating \$500 per sign. The estimated budget is around \$10,000. There is a tourism grant in July for which the department could apply.

In the Park Board packet are photos of existing signs, a park sign summary and a mock-up of possible new sign designs.

Member Boksich said he is torn between creativity and boring.

Director Butts said the Bakke signs are representative of very durable, vandal-proof signs.

President Brunk said it is interesting we don't have signs for half of our parks.

The Park Board directs staff to move forward with the Park Sign Master Plan and to get assistance from a graphic designer.

J. Other Items – Review of Park Board powers and duties as set forth by Montana Code Annotated and Whitefish City Code. Director Butts reviewed the MCA and the Whitefish City Code as it pertains to the powers of the Park Board.

The pertinent codes were included in the Park Board packets. The Montana Code Annotated 7-16-4222, for example, states in part, the board of park commissioners has the power to make all rules necessary to protect and promote the growth of trees and plants in parks, streets, avenues, alleys boulevards and public places under the care and control of the board.

The Whitefish City Code, under 2-2-4 Powers and Duties states the board of park commissioners shall have the following powers and be charged with the following duties: “if directed by the City Council, to plant, cultivate, maintain and improve all trees and other plants required to be planted cultivated and maintained in the streets, avenues, boulevards and public places in the city and for that purpose to establish and maintain nurseries for the growth of trees and plants;”

b. Consideration to cancel April Park Board meeting -

Member O’Reilly moved to cancel the April Park Board meeting.
Vice President DeHerrera seconded. A vote was taken with all ayes.

c. Consideration of format of May Park Board meeting – 10-minute interviews for the open positions on the Bike/Ped Committee and Tree Advisory Committee will be held prior to the May Park Board meeting. The Futsol event will be moved to another day.

Director Butts told the Board staff is wondering if the WAG dog park should be closed for a week or so in the spring for maintenance, especially when it thaws. Member Boksich said he would take this to the WAG Board. He doesn’t think they would oppose. Ray also said it would have to be on an “as need” basis since you could not predict when the thaw comes to stay. Director Butts said she just wanted to make sure the Park Board is ok with the concept. The Park Board is fine with this.

K. Items from Parks and Recreation Department

a. Administrative Report – Director Butts invites the Park Board to attend the CWD findings at a City Council work session on June 1st. Director Butts included in the Park Board packet a Depot Park Management & Maintenance Plan and Policy which was created several years ago and approved by the Park Board on December 11, 2012. Maria’s research was in response to the Park Board’s desire to reduce the wear and tear on Depot Park. The plan placed scheduling limitations on events at Depot Park. One limitation stated weekly Special Events were to rotate used space. Director Butts told the Park Board the department follows almost all of the Depot Park Management & Maintenance Plan.

President Brunk said it would be good for the Park Board to review the parks at the end of the summer to see how they have fared with events and use, or have staff present this to the Board.

Director Butts informed the Park Board 4 bids were received for the irrigation consulting project. Forestration was awarded the contract.

- b. Recreation Coordinator Report- Reviewed with no questions.
- c. Maintenance Report – Reviewed with no questions.
- d. Community Service Coordinator Report – Reviewed with no questions.

L. Correspondence - None

M. Items from Park Board:

Ray Boksich – None
Carrie O'Reilly - None
Jim DeHerrera - None
Ron Brunk – None

N. Adjourn:

Member O'Reilly made a motion to adjourn with Vice President DeHerrera seconding.
A vote was taken with all ayes. The meeting was adjourned at 9:05 p.m.