

## **PARKS & RECREATION BOARD MINUTES**

**September 10, 2019**

**12:00 PM**

**Currents**

**600 Cregg Lane**

**Missoula, MT 59802**

**Members present:** Dale Harris (chair), Ross Mollenhauer, Wendy Ninteman, John O'Conner, Chris Ryan, Sonja Verlanic  
**Members absent:** Johnna Eisenmann

### **1. Administrative Business**

#### **1.1 Roll Call**

Staff Present: Donna Gaukler, Ryan Applegate, Morgan Valliant, Neil Miner, Nathan McLeod, Gerald Auch, Marie Anderson, Jolanda Cummings and Cassy Gladwin

#### **1.2 Approval of the Minutes**

##### **1.2.1 Minutes from the August 13, 2019 meeting**

Chris Ryan moved to approve minutes. Sonja Verlanic seconded the motion.

The minutes were approved as submitted

#### **1.3 Announcements**

Morgan Valliant notified the Board that appointments for Conservation Lands Advisory Committee will be coming up and can be discussed at the October 8, 2019 meeting.

Ryan Applegate introduced Jolanda Cummings. Jo is a new Accounting Technician that will be part of the Business Functional Team. She will be assisting with CLM/Open Space & Projects/Planning

##### **1.3.1 Introduction of Open Space Manager**

Donna announced that Grant Carlton was selected as the new Open Space Manager. Donna provided information on his education and experience. Grant will start full time October 7, 2019.

#### **1.4 Public/Guest Comments**

None

### **2. Action Items**

#### **2.1 Approval of Westside Park Master Plan, Narrative and Budget**

Nathan McLeod presented the item to approve the master plan, narrative and budget for Westside Park. Nathan provided information on the design process, park goals and

assumptions. Existing park conditions were reviewed; features needing replacement were highlighted. Playground project goals, assumptions, and existing conditions/assessment were reviewed.

Ross Mollenhauer - Dragon Hollow playground doesn't meet the same assessment criteria

Nathan McLeod - Dragon Hollow is not attached to a public school; there are different conditions when the public is in the park while school is in session.

Nathan presented findings from student led playground field trips, and public open house (January 2019).

Nathan reviewed the conceptual master plan for the park.

Ross Mollenhauer - is the closure of the playground during school hours happening now?

Nathan McLeod - yes, this is already occurring; toddler playground for preschools would be open during day. There will be separation between the two; both can be in use at the same time.

Discussion took place on fencing in parks where schools exist. Advantages and disadvantages were noted.

Sonja Verlanic - pickleball, tennis and basketball courts are fenced in and closed to public during school hours - could this create conflict? Why combined?

Nathan McLeod - courts were combined to prevent loss of green space. The court is used for school purposes during the day but would be open to public when not in use.

Ross Mollenhauer - will the picnic shelter be rented by groups without roof?

Donna Gaukler - yes; there are already spaces available to rent without roofs.

It was noted that the adoption of the plan is contingent with MCPS adopting it. If MCPS were to make changes then the plan would move back to Park Board for approval.

**Moved by:** Ross Mollenhauer

move the Missoula Parks and Recreation Board adopt the Westside Park Master Plan, including park narrative, with the condition that the Missoula County School Board renew the Westside Park Lease agreement, and adopt the Master Plan and park narrative.

Sonja Verlanic seconded the motion.

AYES: (5): Dale Harris, Ross Mollenhauer, Wendy Ninteman, Chris Ryan, and Sonja Verlanic

ABSENT: (2): John O'Conner, and Johnna Eisenmann

**Vote results: Approved (5 to 0)**

## **2.2 Approval of Westside Park Capital Campaign**

Donna Gaukler introduced the item to approve the Westside Park Capital Program.

Nathan McLeod presented two playground design options for the park. Option B reflected input of desired features from the group of student representative's while Option A contained comparative features but less in cost. Option A continues to meets goals/ play values of park/playground. Budgets for each were reviewed.

Ross Mollenhauer - what is the size of the student design compared to Bonner Park?  
Nathan McLeod - Option B (student design) is three times the size of Bonner playground.

Nathan McLeod reviewed the capital campaign/ tiers of giving. Donations would allow for naming rights; full playground, playground zone, and/or park feature.

Wendy Ninteman - are naming rights for the life of the park?

Donna Gaukler - naming rights are for term life/ life of improvement. Park Board retains right to review names.

Sonja Verlanic - when will you find out about the lease with MCPS to renew management of parkland?

Donna Gaukler - may be up to a month before knowing.

John O'Connor - do you have estimated figures for ongoing maintenance of park/playground  
Donna Gaukler - not yet, will be creating an MIS (maintenance impact statement) for figures

**Moved by:** Wendy Ninteman

move the Missoula Parks and Recreation Board adopt the Westside Park Capital Campaign, pending approval by MCPS.

Chris Ryan seconded the motion.

John O'Connor urged caution when taking on projects that have not been funded through the budget. Unfunded projects can/may lead to overwhelming staff and impact resources. Donna Gaukler agreed with this and noted that Parks receives a large number of projects/ requests every year. This park/playground was given high priority given a number of factors; playground is deteriorating, initial funding has already been identified/established and working group of partners is attached.

AYES: (6): Dale Harris, Ross Mollenhauer, Wendy Ninteman, John O'Conner, Chris Ryan, and Sonja Verlanic

ABSENT: (1): Johnna Eisenmann

**Vote results: Approved (6 to 0)**

### **3. Presentations/Discussions/Updates**

#### **3.1 Open Space Updates**

##### **3.1.1 Review Updates to Open Space Ordinance**

Donna Gaukler presented an update to the draft MMC 12.56.010 presented at August's meeting. Review and suggested edits from the August 29, 2019 Open Space Advisory Committee (OSAC) meeting was discussed by city leadership (Mayor/ and Council representatives). Draft MMC 12.56.010 was updated to reflect both OSAC and city leadership input. The draft will go before OSAC for review at next meeting scheduled September 12, 2019.

Donna Gaukler identified areas in which edits were made following OSAC and city leadership review.

12.56.015 Terms and definitions - updated to include type of conservation bond funds

John O'Connor - why was text Item C of 12.56.020 removed?

Donna Gaukler - text is clarified in other section of document (disposal) - this item specifically reference bonds in this section

12.56.030 General Policies - Item I was added specific to OSAC review/comment responses

12.56.050 Conservation bond - Item A was updated to include all bonds/funds.

12.56.070 - Citizens Advisory Committee on Open Space - appointments to be made by Council, Mayor and Park Board. Benefits of Mayor appointing members was discussed.

12.56.110 - Conversion or diversion of open space land - percentage of vote in favor of change or disposal must be met through election. Donna noted City Council will still need to approve and public hearing would take place.

Wendy Ninteman - conversion/disposal of land is worrisome - how do we ensure that land acquired with open space funds remain open space - something to think about

Donna Gaukler - land/space up for conversion/ disposal would need to go before the public, and pass on a ballot. Funds return to specific bond fund if property were disposed of.

### **3.1.2 Open Space Plan to Planning Board**

Planning Board Meeting September 17, 2019

Donna Gaukler announced the plan will move to Planning Board on September 17, 2019. Donna encouraged Park Board members to voice support of the plan to BCC as it aligns/complies with growth policy. The adoption process will continue with review from the City Council and Missoula Board of County Commissioners (BCC).

### **3.1.3 Open Space Capital Projects (Undertakings)**

Review Process Continued

Morgan Valliant gave an updated presentation on Open Space Capital Projects (Undertakings). An overview of general bond purposes and new to 2018 bond capital projects were reviewed

Morgan presented finding of the needs assessment from the PROST survey (Parks, Recreation, Open Space and Trails). The city/county household survey contained county/community goals for open space/parks.

Morgan informed the Board that bond eligible city undertakings included acquisitions and capital projects. Figures for each category was outlined in City Council Adopted Resolution 8276. Morgan outlined potential projects under the capital projects area of the resolution. A summary of expenses for each project was provided.

John O'Connor - what was the number of respondents for the survey?

Donna Gaukler - do not have the number but survey was statistically valid.

John O'Connor - do you have budget numbers for north bank of Clark Fork river restoration?

Morgan Valliant - not at this time

#### **3.1.4 Open Space Criteria**

(Time Pending) - Item was not discussed

### **3.2 Day in the Life**

Ryan Applegate, Business Manager

Ryan Applegate, Business Manager presented an overview of his role in Parks and Recreation. Ryan provided background on the Business Functional Team and highlighted ways in which the team provides support to the department.

John O'Connor complimented Parks and Recreation way of conducting business and ability to provide timely information for reporting purposes.

### **3.3 FY20 Budget/CIP**

Item will be discussed at October 8, 2019 meeting.

### **4. Future or Held Items**

### **5. Adjournment**

Meeting adjourned 2:02 pm