

PARKS & RECREATION BOARD MINUTES

**January 14, 2020
12:00 PM
Currents
600 Cregg Lane
Missoula, MT 59802**

Members present: Dale Harris (chair), Johnna Eisenmann, Wendy Ninteman, Sonja Verlanic, John O'Connor

Members absent: Ross Mollenhauer, Chris Ryan

1. Administrative Business

1.1 Roll Call

Staff Present: Donna Gaukler, Cassy Gladwin

1.2 Approval of the Minutes - December 10, 2019 Meeting

John O'Connor moved to approve the minutes. Sonja Verlanic seconded the motion. Minutes were approved.

1.3 Announcements

No announcements.

1.4 Public/Guest Comments

No public/guest comment.

2. Action Items

No action items on agenda.

3. Presentations/Discussions/Updates

3.1 Day in the Life - Parks, Trails, Design/Development Manager

Neil Miner will present at a later date.

3.2 2019 Highlights and 2020 Strategic Priorities

Donna Gaukler reviewed the department's strategic plan for 2019 - 2021. Department mission, guiding principles, and strategic priorities were discussed.

Donna provided ongoing efforts within department for Strategic Priority A. Inclusion, Social Equity, and Wellness. The department has hired an intermittent employee to focus on equity and inclusion; language in brochures is being updated, a number of restrooms will move towards universal- all access, male locker rooms will be updated to provide baby changing stations, staff is reviewing current scholarship program process, required

questions on participant forms is being examined and signage on trailheads will be updated to include Salish Kootenai language.

John O'Connor - Are there line item amounts in budget for equity and inclusion?

Donna Gaukler - Not yet, but want to add budget lines. The department spent more last fiscal year in scholarship funds than what was brought in. There is still a balance in the account.

Discussion was had on importance of separating out line items in budget; allows public opportunity to be informed/involved and create potential for new partnerships. Further discussion was had on importance of DEI (diversity, equity, and inclusion); why it matters, allowing others to join the discussion and understand.

Dale Harris - Are any other departments in the City doing what Parks is?

Donna Gaukler - There has been a lot leadership change in the City recently and change is being implemented across departments right now.

Donna shared that Grant Carlton, Open Space Program Manager has formed a subcommittee in the Open Space Advisory Committee (OSAC) to review / update evaluation processes of acquiring open space land. New evaluation processes will include criteria to support Strategic Priority B. Climate Resilience and Environmental Health.

Dale Harris - What does SITES refer to in goal #3 of Priority B.?

Donna Gaukler - SITES is the landscape version of LEEDS (Leadership in Energy and Environmental Design), which is used in building construction. Fort Missoula Regional Park was designed to comply with SITES certification.

For Strategic Priority C. Caring for our People, Donna stated the department will continue to work with partners to finish the Parks, Recreation, Open Space and Trails (PROST) plan. Donna also spoke about turnover from the last year and current plans to implement changes in the department's organizational structure/ work teams.

Donna stated the Department will be meeting soon to review current plans and goals relating to Strategic Priority D. Planning and Managing for Growth.

Dale Harris - How can board be effective and helping department meets needs?

Donna Gaukler - Department is experiencing turnover in Conservation Lands Advisory Committee (CLAC), and Park Board. Future appointments to OSAC will see members appointed by Parks and Conservation and the Mayor. Donna asked that Park Board provide input on order of appointment for new members. The department will also seek feedback in the upcoming FY 21 Budget and Capital Improvement Program.

Donna next presented the department's 2019 highlights and 2020 priorities. Highlights from the following areas were reviewed; Business Functional Team, Projects and Planning, Open Space, Parks and Greenways, Forestry, Conservation Lands, Recreation and Aquatics.

Donna shared priorities for 2020. Donna presented an updated organizational chart. The formation of the Eco System Services (Urban Forestry and Conservation Lands) program

and Developed Parks and Trails program (Developed Parks and Greenways and Horticulture) was discussed. Donna noted chart positions outlined in red (new or currently vacant) are funded for current budget year or next budget year.

Dale Harris - Has the department been given authority to restructure organization, programs/work teams?

Donna Gaukler - Yes, have received support and approval. Currently waiting to finalize job descriptions, titles, etc. for new positions.

Dale Harris - How does the new structure play into the next budget, capital improvement cycle.

Donna Gaukler - The department has been approved additional funding for new positions and next steps will include budgeting for upcoming fiscal years.

3.3 Park Board Annual Work Session

Annual work session to be held at a later time.

4. Future or Held Items

No future/held items were discussed.

5. Adjournment

Meeting adjourned 1:49pm.