

PARKS BOARD MEETING

March 8, 2011

Regular Board Meeting

12:00 – 2:00 pm

Currents @ 600 Cregg Lane

Attended by: Dale Harris, John O'Connor, Janet Sproull, Susan Ridgeway, Heidi MacDonald, Pat King

Staff: Jackie Corday, Donna Gaukler, and Morgan Valliant

Others: Jim Habeck, and Daniel Geary

Public/Guest comments

Jim Habeck – I would like to comment on the Greenough Park Advisory Committee as I think this is an unusual committee and should be retained as is.

Daniel Geary – I attended the free tree talk, and would like staff to be conscious of demographics related to advertising.

Approval of minutes of meeting from [February 2011](#). Minutes approved as submitted.

Action Items/Presentations:

Conservation Lands Management Plan – Communications Policy (Janet Sproull)

Morgan Valliant reviewed the new communication guidelines for select vegetation management activities which require an increased level of public notification. This policy does not address public notification for minor vegetation management activities which have little impact on public safety, public use of conservation lands, and/or are relatively small in scope. For all vegetation management activities, Missoula Park's employees shall maintain appropriate public safety measures on the job site. If any management activities require trail and/or street closures, appropriate notification will be given as per the City's closure notification policy. These notifications exceed the Department of Agriculture requirements and the Parks Department will also provide electronic notification on the web site as well. With any removal of trees or forest thinning, there will be an appropriate safety zone.

For projects where maintenance activity will be within 50 feet of private property or the maintenance will significantly impact the property owners historical view shed or significantly impact the recreation use at the site, property owners and/or residents shall be notified via USPS letter, telephone or in person as outlined in the Protocol for Public Notice of Removal of Trees on Missoula Conservation Lands.

Morgan – the notification for spraying will include the name of chemical, pre, post and actual dates and posting, again all of which goes beyond the requirement of the law. Spraying notification is more difficult as it is weather dependent, and we usually post a week prior and then post the actual date. Citizens can register for actual web notifications which will include a map with the notification.

The board and staff discussed the implications of mandating how the Department would communicate notifications. It was suggested if the Department was already going beyond what is necessary, the policy could be re-worded in order to provide greater flexibility and avoid an unnecessary burden on staff to implement the policy.

It was moved and seconded to recommend approval of the notification policy but the motion was tabled and the item will be reviewed by staff and brought back to the board.

Friends of Missoula Parks and Friends of the Urban Forestry – policy and agreement between Friends and Board

John O'Connor – I met with Tim Bechtold, chair of the Friends of Missoula Parks, and he will call a board meeting to discuss the idea of an agreement between the Friends and Missoula Park Board. The agreement will help with directing projects which reflect the Parks Department's policies and mission. Tim agreed the Friends of Missoula Parks could play a larger role.

Donna – it will be valuable to have a formal agreement between all of our Friends of group. The newest group Friends of the Urban Forest will start with a fund raiser at the Kettlehouse this week. There may be multiple friends groups and structure will help with keeping the groups consistent.

John – this process will take a while as traditionally the projects are individual driven goals and I will work with them on directing projects which reflect the Department's broader goals.

Conservation Lands Plan amendment – Staff Recommendation – (Morgan Valliant)

Morgan - Staff's recommendation on any conservation land management plan amendment is to include any amendments as part of the Conservation Lands Advisory Committee's annual review of the plan. The annual review would be the appropriate time to bring forth any proposed amendments or changes to the plan. There would be a group review and then recommendations made to the Park Board along with the annual review. It would be in the duties of CLAC. Park Board members supported this proposed process.

- Conservation Advisory Group – CLAC by-laws, directives from Park Board, and appointments process (Dale Harris)

History – Marilyn Marler had recommended in a Conservation Committee referral to dissolve all three parks advisory groups and replace them with one advisory committee, which is the first recommendation of chapter 6 in the Conservation Lands Management Plan. The Park Board appointed a subcommittee which includes Janet, Dale, and John to work through the process of forming CLAC.

There are two committees appointed by the Park Board - MJAC and CLCWG, and GPAC is appointed by the Mayor. The Greenough Park Advisory Committee was formed per resolution of City Council dated 1993, even though the decree happened in 1955. No one is sure of the long delay or lack of implementation, but the focus is on the current issue of whether or not to dissolve this committee along with the other two.

The recommendation from the Park Board is to replace the two committees with one. The Conservation Committee has this item held in committee for further discussion.

The next step of the process was the creation of by- laws, directives and the process to appoint the new committee members.

Jackie Corday - changes to the by-laws were based on council recommendations, which included not making any changes to the Greenough Park Advisory Committee. We have to adhere to the 13 points designated in the decree, but the addition of any GPAC member as eliminated from the composition of CLAC, which would be comprised of 9 members rather than 12. The residence requirement was dropped to only 3 members who could live outside of city limits. The initial appointments to the committee will occur in May and then terms will expire October 15 of each year. The selection will be done by the Park Board since CLAC will be a sub-committee of the Park Board.

Discussion:

The Park Board directive to CLAC will provide new committee members or applicants with direction and roles and responsibilities. There will be a letter from the Park Board to members after accepted onto the committee.

Some of the duties will include advise and make recommendation, advocacy, communication, fund raise or outreach, education and collaboration with others. The board member should be able to portray a community view point not a personal agenda. CLAC will do the yearly update of the plan and provide recommendations to staff and the Park Board.

D. Geary – there is no mention of health/wellness expertise in this group.

Susan moved to have Jackie continue to finalize the document, but later the motion was withdrawn.

John – I don't think we want agreements in the by-laws as they should be left simple. Other specific expectations should be in another document, so you don't have to redo the entire by-laws each time there is a change. The by-laws should remain fairly constant.

2nd motion - Susan moved to approve the bylaws, without the addition of memorandum. The motion was seconded by Janet Sproull.

Motion: All members voted in favor of the motion to approve the by-laws without the addition of the memorandum.

Discussion items:

Park Board Liaison

Sub-committees

Staff Reports– [February](#)

- Fort Missoula Regional Park (Park Board Subcommittee John O'Connor)
Donna – The County is now doing a design development detail so the Fort Missoula Regional Park project can include the total cost for the area. It also brings on board the strong advocates for County Park, softball, and Community Medical Center. There is support for the Capital campaign efforts. Once the county has master country trail master plan in place it will lead to a request for support for funding. There is potential for county wide park district or mil, bond.
- Tree Board – (Janet Sproull, Susan Ridgeway, and Pat King) - No report
- Extraordinary Events – (Bruce Micklus – Liaison) – No Report at this time, the annual meeting is scheduled for March 29.

Updates and/or Staff Reports

Dave – the comment period for the Active transportation plan is open through the end of this week. I would encourage park board to review Chapter 5- on trails and provide comments.

Shirley – an item of concern this spring is keeping players off athletic fields until they can be prepared. However with the heavier snow and later spring the fields won't be ready for another one to two weeks.

I have been working on the process for having a concessionaire at the new board ramp @ Silver Park. We wanted the concessionaire to manage the area, but first we need to make sure the board ramp will work.

Staffing: the newly hired Services and Systems manager, David Selvage will start on March 21.

Riverbowl project – Hellgate School is proposing a change to the agreement with the city on Toole Park used by the school for physical education and athletics. Staff supports the improvements, but without any changes in hours or number of events. The Conservation Committee will make their recommendation later this month once all the documents have been finalized.

Budget and CIP discussion (Dale Harris)

Donna provided the board with an explanation of 2% budget reduction in FY11 and FY 12 and the projects for CIP for FY 12. There are little changes to the budget beyond the reductions.

Pending items (April)

- Glacier Lake Missoula Markers by Representatives of GLM (Ice Age Institute)
- Playfair Little League use agreement (Donna Gaukler)
- Naming Policy – (Jackie Corday)
- Garden Policy- (Jackie Corday)