

MISSOULA PARKS BOARD MEETING

August 9, 2011

Attended by: Dale Harris, Janet Sproull, Johanna Eisenmann, Norma Nickerson, John O'Connor, Ross Mollenhauer, Susan Ridgeway

Staff: Donna Gaukler, David Selvage, and Jackie Corday

Others: Jim Habeck

Introductions: Rita Hackett - new Secretary at Park Operations

Approval of minutes of meeting from July 2011 - Approved as submitted

Public/Guest comments

Announcements - none

Action Items/Presentations:

Parks naming policy for final adoption (Dale Harris)

Last month the motion to approve the policy was withdrawn pending some minor corrections and the need for further discussion. Jackie had sent out a final draft for comments by the board and includes any changes to the policy for discussion at this meeting.

The Board discussed two issues the first issue relating to charging a fee for filling out an application to name a park. The fee issues was implemented into the document after a discussion of the Administrative Leadership Team which would compensate staff time and insure only serious requests for names would be made by a group or citizen.

Staff recommendation at this time is to not include a fee within the policy and keep all fees in the Parks Master Fee document. Staff would rather include a process to recover costs for naming implementation.

Board members concurred with staff recommendation to eliminate the fee for filling out an application but include signage or implementation costs to the policy. The application process must be filled out by anyone wanting to name a park or facility.

The second item discussed was to include language that any particular facilities within a park, trail or open space may not be named, if confusion results with too many names. The Department will determine if a facility or trail will not be available to be named.

MOTION: It was moved and seconded to adopt the Parks Naming policy with the proposed changes. All members voted in favor of the motion.

Park Board Referral form Draft (Dale Harris)

Staff created a form to be filled out by a citizen, staff or a park board member with an agenda item request. The form includes what action is required by the Park Board, a brief summary of the project/item and any attachments such as maps, budget, etc. The form would provide a more efficient method for staff review and recommendation to the board.

It was moved and seconded to accept the referral form process.

Discussion items:

Garden [Agreement](#) with Garden City Harvest (GCH) (Jackie Corday)

Parks staff working with OPG, Public Works and Garden City Harvey reviewed a list of public right of way and underutilized park land for possible community garden sites. Parks staff developed an agreement with Garden City Harvest to provide professional oversight for successful gardening using these underutilized lands to grow gardens for food. The draft agreement was taken to City Council but not approved. Council did approve a template to allow any group to apply for a garden site. The blank agreement will mostly be implemented in public right of way. Any park site must have a master site plan in place in that park and a management

agreement would be developed. This is not an action item for the Park Board as no specific park sites have been identified at this time.

Park Board Liaison, Sub-committees, Updates and Staff Reports

([Director](#), [Recreation](#), [Projects](#), [Open Space](#), [Operations](#), [UF](#), [TMH](#), NMT, Administration)

Fort Missoula Regional Park (John O'Connor) – The Executive committee met with fund raising professionals, for possible help on the capital campaign. The committee continues to move at a cautious pace which they feel is necessary for success.

Open Space report on Washington DC.

Jackie Corday and Dale Harris traveled to Washington DC to meet with Congressional members' staff to talk about how important Transportation Enhancements (CTEP, RTP, SR2S) and CMAQ are to Montana citizens and communities. Jackie presented them a photo essay of trail and sidewalk projects all across Montana that have been funded with TE. Jackie also spoke to them about LWCF and how important the Stateside funding is to large and small towns in MT for parks.

Later Jackie was invited to a meeting in Helena on an opportunity for Montana to submit 3 signature projects to be funded. Montana's governor did not nominate any projects but Jackie was able to bring forward the 2008 presentation on the Fort Missoula Regional Park development. This project was officially submitted as a signature project for Montana. The funding must include a 50-50 match, and the first phase of FMRP for multi use playing field would be around 6 million dollars. The proposal would be to ask for 3 million in federal funding with matching funds from the FMRP capital campaign.

Tree Board – (Janet Sproull, Susan Ridgeway, Ross Mollenhauer) – no meeting, all appeals settled

FUF – The Urban Forestry position was accepted by Greg Howe with a start work date in early September. FUF meeting schedule for later this year.

Extraordinary Events – (Bruce Micklus – Liaison) – No Report

Conservation Lands Advisory Committee (CLAC) (Janet Sproull) – CLAC meeting scheduled for August 22, 2011, introductions and field trip as well as informal social scheduled.

Budget/CIP - no update

Staff report – David Selvage, the new Parks Systems and Services Manager is looking for ways to improve function and efficiencies and make the best use of resources. In looking at the Missoula system, the parks and facilities are well loved by the community. The Department has significant challenges due to limited funding but David see some opportunities to improve on things quickly. Management is effective, and has good, confident professional staff. One challenge is retaining or hiring senior management staff which is under paid, making it hard to get the best people to come to work in Missoula. The whole department and city suffers from a lack of training. The Labor staff helps keep things together despite facility degeneration and change in management staff. The Recreation program is phenomenal and makes good use of partnerships but there is still high staff burn out.

It would be good given current pay rates to recruit from within but this will mean getting the current staff additional training. Even with a low budget for maintenance, the satisfaction rate for parks (County survey) remains good. David will continue to work on annual and monthly work plan, incorporating budgets.

Meeting adjourned at 2:00 pm