

MISSOULA PARKS AND RECREATION BOARD MEETING

October 11, 2011

Minutes of meeting from [September, 2011](#) were approved as submitted.

Public/Guest comments – none

Attended by:

Park Board: Dale Harris, John O Connor, Susan Ridgeway, Janet Sproull, Norma Nickerson, Ross Mollenhauer

Staff: Jackie Corday, Donna Gaukler, Greg Howe, Shirley Kinsey

Others: Steve Loken, Karen Sippy, Stansberry

Announcements

Introduction – Urban Forester – Greg Howe moved to Missoula from Arkansas to accept the position of urban forester.

Action Items/Presentations:

Encroachment easement on Mt. Jumbo Open Space–1204 Poplar St outbuildings - Jackie Corday ([Referral](#))

Staff review and recommendation: Jackie Corday provided the board members with a history of past encroachment easements and the process used to resolve the issues. This encroachment easement is on Mount Jumbo Open space at 1204 Poplar Street. The residence and carriage house was constructed about 90 years ago at 1204 Poplar Street in the lower Rattlesnake. For unknown reasons, the 18' X 27' carriage house was constructed immediately north of the private property boundary, which meant that it encroached 16' into the alley behind Lots 11-13 and 10.9' into Mt. Jumbo Open Space (formerly owned by the Klapwyks at the time of the carriage house construction). In addition to the carriage house, a small storage shed (~9' X 16') was built on the west side of the carriage house, and it too encroaches into the alley and open space. The alley was never constructed because it is right at the base of Mt. Jumbo. The current owners, Sally & William Stansberry, were made aware that the portion of carriage house and shed beyond the fence line encroached city property when they purchased the property in the 1980's. They were not aware that the carriage house also encroached into what was the Klapwyks property in the 1980s, which became the Mt. Jumbo Open Space in 1997.

In previous encroachment cases, the City has granted permanent encroachment easements, which is value added to the private property for allowing the continuation of the encroachment. Staff supports granting the easement for the current use of the property. The Parks Board is asked to make a recommendation to City Council, who will make the final decision.

Discussion on motion to recommend that City Council approves the 1204 Poplar Street encroachment easement to allow the historical carriage house and attached west-side shed buildings located north of the residence on Mt. Jumbo Open Space to remain in place under the terms set forth in the attached encroachment easement. Additionally, it was moved the easement price be designated to improve the City's Mt. Jumbo Open Space.

Sally Stansberry – to clarify the fence was built in 1985, and at that time it was believed the fence line was part of the property. We would like to convert the dwelling in question into a studio apartment, currently it is used for storage. It would be nice to have a small studio apartment in that building to be used later in life. I would not support the limitation of the restriction, as some day we may want to go before the board of adjustment to ask for a variance. Currently the zoning is P1, open space with no dwelling unit allowed.

The parks board members debated whether or not to recommend approval of the easement as written.

Susan – recommend including some enforcement language and that the agreement would be terminated if any of the conditions are violated.

Jackie – The issue with allowing a dwelling would be setting a precedent for allowing residential property on open space. The way the terms are written now, this is not allowed.

Susan – I would suggest amending the motion to add for a stronger enforcement mechanism, along with attorney fees, or termination of easement agreement if violated.

John - discussed the easement recommendation did not include the area to the east of the shed where another fence exists. The owners stated it was just a barbed wire fence. The owners confirmed they wanted that area included in the easement and Jackie agreed to adjust the easement.

Donna – to summarize the Park Board would support staff's recommendation with following directives, review if the fence needs to be added to the easement, include additional language for added enforcement and legal fees. Also note that Sally Stansberry requests to strike the one statement related to easement not be restricting the condition of use of the carriage house to residential was not accepted by the Parks Board.

The motion to recommend council approves and authorizes the encroachment easement with the above recommendations from the board for added language for enforcement. The motion carried unanimously.

Jackie will copy park board with the referral to Council, which will include the recommendation from the Parks Board.

Grant Creek Trail Fundraising Recognition Package – (GCTA) Referral

Grant Creek Trail Association (GCTA) has been active in fund raising, grant writing to match CTEP fund for development and construction of the Grant Creek Trail. GCTA would like a way to recognize major donors and have asked for the Park Board approval on the following recognition package.

To facilitate fundraising for the Grant Creek Trail and to thank major donors, GCTA created a tiered-giving recognition program, which includes permanent recognition along the trail. The city's portion of the trail is 2.1 miles, and GCTA would like to add three mile and six quarter-mile marker posts along the trail.

GCTA donors of \$1,000 and more will be recognized on a plaque (aluminum plaque with black background) attached to a boulder (possibly two boulders with plaques, if necessary). The boulders will be placed across the trail from and facing the existing boulder benches placed along the portion of trail already constructed. The plaque(s) will only be visible from the trail, and travelers along Grant Creek Road will only see boulders naturalized in the environment.

Donors of \$2500 - \$4999 would be recognized by plaques attached to three sides of 6x6 quarter-mile marker posts. More than one donor can be on a side.

Donors of \$5000 and more would be recognized by plaques attached to three sides of 8x8 post mile markers. These will be larger in size and font to reflect the larger donation amounts.

The donor plaques colors will be brown and white and be reflective. The marker posts will also have a plaque at the top of the side of the post facing the trail with the Missoula Trails Logo. A brown and white plaque signifying mileage will also be at the top of one side of the mile marker posts.

Pressure treated 6x6 and 8x8 posts will be used as the trail markers. They will be placed next to the trail according to recommendations by engineering and Missoula Parks and Recreation.

The replacement of plaques is the responsibility of GCTA and would be in effective only for 15 years not indefinitely. It was recommended to order more than one plaque during the initial order and or set aside funds for replacement purposes.

Staff recommendation –Staff supports the project and appreciates the efforts of GCTA to raise money for the trail. The signs will not include any logos, and seems appropriate recognition.

MOTION: It was moved to approve the following/attached naming/recognition package for Grant Creek Trails Association and include changing the limit to fifteen years for replacement.

The motion was voted on and passed unanimously.

Request for Tennis PE funds to repair cracks before winter (Shirley Kinsey) Referral

Staff is requesting to use park enterprise fund to repair and winterize tennis courts. The originally estimate was \$5,000, but staff would like to amend the request to expend an amount not to exceed \$7,500. This would be for the 20 court at Fort Missoula and Playfair.

It was moved to approve the expenditure of Tennis Park Enterprise funds in an amount not to exceed \$7,500. All board members voted in favor of the motion.

CDBG Resolution – (Kathy Mehring) - Referral -

In 2004 the Missoula City Council adopted the Urban Area Master Park Plan prioritizing the provision of neighborhood parks; Phase Two Development of White Pine Park meets the Goal 1.3 of Chapter 4 of the Master Park Plan which is to *“Ensure that future demands are met through the development of new facilities/services as well as the upgrade of existing facilities.”* Due to lack of capital improvement funds for park development, the Department is applying for CDBG funding to develop phase 2 of White Pine Park. As part of the documentation for the grant application a resolution by the Park Board is required. This request is for Parks Board approval of the resolution authorizing staff to apply for the grant.

There was limited discussion and it was moved to approve a resolution authorizing the Missoula Parks and Recreation Department to apply for a City of Missoula Community Development block Grant (CDBG) for Development of Phase 2 White Pine Park. The motion passed unanimously.

Discussion items:

Establish a subcommittee to make recommendations regarding directives, goals, communications between Friends of Missoula Parks (FMP) and Park Board (Dale Harris)

John O'Connor was selected as the new president of FMP during the meeting with Tim Bechtold. Tim advocated having all the park board on the FMP, but for now, Ross, Norma, Susan and John will be on the FMP committee. At the time of the last FMP meeting, Susan decided not to accept a board position on FMP due to possible conflict of interest.

It was suggested to have a subcommittee from park board to work with FMP to help with communication and goals.

Susan – I see this as opportunity for a re-orientation revised by-laws, to include staff as part of FMP but would like to hear a recommendation from staff and then we can figure how to fit that in with the larger FMP group.

Donna – I would agree with a small group of Park Board and staff to brainstorm the components, by laws, directives, draft an agreement between the Park Boards and volunteer groups is a good idea. We could also brainstorm how to get more involvement.

Park Board annual planning and goal setting (Dale Harris)

Proposed date for the annual planning meeting include January 5 or 6th or, Feb 2, 3. There are dates that Ginny Tribe is available to facilitate. A final date will be selected based on availability of board members and staff.

Hosting MRPA in Fall 2012 (Donna Gaukler) Donna is encouraging the Parks Board involvement with the Montana Recreation and Park Association annual meeting schedule for late September 2012.

Park Board Agenda (Dale Harris) no discussion

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

([Director](#), [Recreation](#), [AQ First Quarter Report](#), [Projects](#), [Open Space](#), [Operations](#), [UF](#), [TMH](#), [NMT](#), [CLM](#), [Administration](#))

Staff report – Jason Piganelli, Recreation Specialist for Outdoor programs and volunteers, provide a summary of the programs in this area which include youth camps, senior tours, youth drug court, flagship (afterschool program), ropes course. Jason is also involved with several special events including National Public Lands Day, Fall Family fest, and Run for the Trees. This year there was an increase in the number of ropes course due to increased participation by business corporations. Jason has been very successful in developing the volunteer program and it continues to grow. Jason would like to get more seniors involved with the senior programs and will research ways to encourage greater participation.

No reports from the following committees
Fort Missoula Regional Park (John O'Connor)

Tree Board & FUF (Janet Sproull, Susan Ridgeway, Ross Mollenhauer)
Extraordinary Events – (Bruce Micklus – Liaison)
Conservation Lands Management Plan Subcommittee (Janet Sproull)
Friends of Missoula Parks, Inc – John O’Connor

The meeting adjourned at 2:00 pm.