

**Park and Recreation Board Meeting  
Monday, September 14, 2020  
Minutes**

Members Present: June Sprout, Lynn Oatman, Jen Creed, Lonnie Hill, Pat Carroll, Carol Bradley,

Members Absent: Gary Arno

Staff Present: Patty Rearden, Steve Herrig, and Lonnie Dalke

Guest: Mary Moe, City Commissioner

Meeting called to order at 3:05 p.m.

***Board motioned to approve July 13, 2020 minutes with correction. Motion was seconded and carried, 6-0. Correction was that Pat Carroll made the motion to support the Milwaukee Station project.***

**OLD BUSINESS**

- Steve Herrig, Park and Recreation Director
  - Park District Updates
    - Elks/Gibson project near completion. Sod will be in today; haven't done the final walk through yet.
    - Jaycee Park project included six pickleball courts, a new pavilion, new basketball court, and also ADA sidewalks to the pavilion, play structure, and pickleball courts. The project is complete except for seeding. We will also install four picnic tables in the pavilion.
    - Oddfellows - working on the design for site work and sewer project this fall. The rest of the project will start in the spring.
    - Irrigation – Bids came in high due to COVID. Contractors are facing the same issue as we are with a shortage of staff and the inability to get parts.
  - DCIP Grant
    - The City made the short list after submitting the DCIP application for an aquatics and recreation center. Subsequently, we submitted the grant application. The City Commission conditionally accepted the grant; at tomorrow's Commission Meeting, they will vote on accepting the grant. We will hear between now and Friday if we received the grant. We need to have ownership of the land within the first year.
    - The RFP is out for the design team and proposals are due by next Monday, September 21. We have been hearing from teams from all over the country.
    - We have to begin pushing dirt within a year.

**NEW BUSINESS**

- Steve Herrig, Park and Recreation Director
  - River Drive South Project
    - MDT has selected TD&H to design the project,
    - The project will provide an important link to the trail system.

- Property Acquisition
  - The City is working with the School District to swap 10 acres of School District property near the soccer park for a portion of Kranz Park (6 parcels total of Kranz Park, 3 parcels to the north and 3 to the south).
  - The School Board will vote at their meeting tonight regarding approval of the land swap. Land values are a fairly even swap. The City Commission will also have to approve the land swap.
  - We have already purchased a pavilion and play structure to install in Kranz Park.
  - Jen Creed disclosed that she works for the School District but would be voting on the motion.

***Lonnie Hill moved the Board recommend to the City Commission approval of the proposed land swap proposed for six parcels of Kranz Park and 10 acres of School District property located south of the soccer complex. Lynn Oatman seconded the motion; motion carried 5-0. Carol Bradley recused herself.***

#### **MISCELLANEOUS REPORTS/ANNOUNCEMENTS**

- Lonnie Dalke, Park Supervisor
  - The slump repair project is complete along River's Edge Trail, other than a little seeding.
  - Staff has been working on irrigation repairs and breaks. Keeping up with irrigation has been a battle all summer. Our staff got a late start due to COVID, and have been busy with irrigation related to Park District projects and the river crossing project. In addition, irrigation parts have been difficult to purchase causing further delays and the inability to make needed repairs. Staff is working on getting caught up, but there has been an impact in the parks over the summer.
  - Staff is working on the Grande Vista play structure; pouring concrete in the holes today and then need to install the rest of the border and add engineered wood fiber.
  - People have toured the Visitors Center regarding the Request for Proposals (RFP) for lease of the building. Steve reported that only one proposal was submitted which was from Great Falls Tourism. The proposal was not what we were hoping for revenue wise, as the intention was to would generate revenue to supplement the Park and Recreation budget. Therefore, we extended the RFP for 3 weeks. We have some negotiation to do with Great Falls Tourism if we don't receive other proposals. Board comments included that it's a good location for the tourism office; it would at least save the cost of the current minimal utilities; and that it would be reasonable to expect a rental payment.
  - Aerators in Gibson pond have been repaired three times but are working good now.
  - The gazebo at Warden Park was vandalized. Staff is having a hard time finding the matching repair materials to fix it.

- Also at Warden Park, we replaced the wood fence around the porta potty with a chain link fence with privacy slats, and will replace the porta potty that was destroyed by a fire (vandalism).
- Some lights on the backside of Gibson Park have been out. It was discovered that the direct buried electrical wire under the bottom of one of the poles had worn through, caused by the pole moving in the wind. The wiring has been fixed and the lights are working.
- Our full time plumber retired. We interviewed candidates for replacement and will hopefully have a new plumber soon.
- Waterfowl will be moved to winter quarters mid-October.
- Forestry (reported by Lonnie Dalke)
  - One crew doing request trimming in the Boulevard District.
  - Another crew is removing frost damaged ash trees.
  - The third crew is trimming in parks. Roosevelt Park is done and Memorial Park is almost done. The crew will move to Kranz Park next.
  - Dutch Elm Disease (DED) inspections are wrapping up for the season.
  - Maintaining flowers at Gibson. The Board commented that the garden looks great.
- Ice Breaker (Patty Rearden)
  - Staff had a lengthy discussion on possible scenarios to move forward with hosting the Ice Breaker in October, but due to COVID, there was no viable option to safely conduct the race. Packet pickup and the start line were the biggest issues, plus the importance of not being responsible for community spread.
- Pools
  - New hire Pat King, Aquatics Manager, did a great job. Erica McNamee, Recreation Supervisor and Pat had a short time to hire staff and get the operation up and running. Hiring staff was better than it has been in past years.
  - Programs were also conducted at the Mustang Center, but the pool is now unavailable due to COVID restrictions.
  - The Natatorium will be torn down. We will eventually add a play structure and pavilion to the park (Morony Park).

City Commissioner Mary Moe attended the last portion of the meeting. She will be the liaison to the Board from the City Commission. Board members introduced themselves. Mary expressed that she took advantage of the memorial bench program in memory of a friend of her husband's. She was very satisfied with the help from staff and the placement of the bench, which is located at #8 hole at Eagle Falls Golf Club.

#### **PUBLIC COMMENT**

None

**Meeting adjourned at 4:00 p.m.**

**Next meeting is Monday, October 12, 2020**