

PARKS & RECREATION BOARD
MEETING MINUTES
October 8th, 2013
7:00 P.M.

Chair Koentopp called the meeting to order. Park and Recreation Board Members in attendance were: Anne Koentopp, Blaine Pederson, Josh Saitta, Doe Peterson. Josh Becker was absent. Others in attendance were Public Works Director Steve Klotz.

PUBLIC FORUM - No members of the public were present. Public forum was closed.

DISCUSSION

BELGRADE SENIOR CENTER LAND DONATION - Chair Koentopp stated that the Council Members had received this information, but it is more for the Park Board. Reading from the letter submitted by the Senior Center, the Belgrade Senior Center would like to request approval for the donation of Belgrade City Real Property from the Belgrade City Council Board. The land resides with the present building and outdoor recreation area at 92 East Cameron Ave in Belgrade. It is the area around the Senior Center. The building is 2,546 square feet and was built in 1987. The membership at that time was 50 with limited resources. Currently, our membership is 300 and the range of services has increased dramatically along with providing social, economic, and educational services to our growing membership. We provide and contribute to the Community of Belgrade and the surrounding areas. Many of our activities and services are open to the public and well attended. For example, we recently served 208 pancake breakfasts at this year's Fall Festival. Acquisition of this land is crucial and will allow us the most economic avenue to pursue the desperately needed expansion and updating of our existing facilities. We sincerely appreciate your consideration. Additional details are appended to this letter, which talks about the Senior Center and what they do and the increase in membership, meals, and the friendship club and so on and so forth.

Chair Koentopp stated what I am thinking is that they need more land value to go along with their building because they are looking for grants. I know that the last time they applied for a grant and the City helped get it all going.

Public Works Director Klotz stated they are trying to expand. They need the land in place before they can obtain a grant.

Chair Koentopp stated the land is considered City property.

Public Works Director Klotz stated that the land is City property. It is not a park.

Chair Koentopp stated she did not know if it was ever designated as a park.

Public Works Director Klotz stated he could not say for sure, but if it is designated as a park, we would have a very hard time getting rid of it. Typically, people in the City would have to vote. We would have to have a majority vote to do anything with parkland. We do not have it on a map at the City. I have never seen it on a plat as a park.

Board Member Peterson asked, do you mean just the grassy area around the Senior Center.

Public Works Director Klotz stated in between the airport fence and as it triangles out. Some of that might be taken with connecting Cameron to Dry Creek. There is some discussion about whether or not Broadway is going to go through any longer.

Chair Koentopp stated we need to look back in the Council Minutes on that and make sure it is not considered a park, because if it were a park it would be very difficult to do any kind of land swap. I know we talked about the amount of acreage there was because one thing we voted on said five acres and the next one said eight or nine acres or something like that. There was a discrepancy in the amount of acreage there.

Public Works Director Klotz asked is that when we voted on it a long time ago?

Chair Koentopp stated the land was either incorporated into City property or annexed into the City and the number of acres had to be correct when the Senior Center voted on trying to do that expansion several years ago.

Public Works Director Klotz asked how many years ago.

Chair Koentopp stated that was approximately four or five years ago.

Public Works Director Klotz stated for it to be a park it would either have to be platted as a park and donated on the plat when that subdivision came in, or if it was just some land we acquired, it would probably take City Council having to make a motion and dedicate it as a park.

Chair Koentopp stated that she did not remember doing that. City Planner Karp would have history on the property. If it were not a park then the City Council would have to deal with it and not the Park Board.

Board Member Peterson stated that we have never had an assessment of that area as a park. We have never even discussed it at a Park Board Meeting.

Chair Koentopp stated when we received the land we started mowing it and the Senior Center put in horseshoe pits and walkways, but they expected the City to take care of it.

Board Member Peterson asked if the Senior Center made those improvements and they were not paid for by the City.

Chair Koentopp confirmed that the Senior Center made the improvements.

Public Works Director Klotz asked when they built the Senior Center.

Chair Koentopp stated that from what the letter says it was built in 1987.

Public Works Director Klotz wondered where they got the land if the City gave them the land they have it already. I doubt they bought the land.

Chair Koentopp asked to have City Planner Karp investigate the history and ownership of the land at the Senior Center.

DISCUSSION

Discussion of Adopt a Park – Chair Koentopp asked if Public Works Director Klotz still had the sheet that Board Member Peterson started with questions that needed to be answered to continue.

Public Works Director Klotz stated he has that and the questions are highlighted in yellow.

Chair Koentopp asked if the implementation is January 1, 2013. It would be good to get going on that. Board Member Peterson put together an application with some questions at the end.

Discussion of Landscape Design Opportunity for Clarkin Park and Welcome to Belgrade Sign – Chair Koentopp stated that a person had called and said that she was going to turn in a design and she also had money from her family and they want to build an entrance or place a sign on the east end of Belgrade. She would not give me her name because she did not want to sway me.

Public Works Director Klotz stated that he had spoken to someone that was interested in the project and she grew up here. She owns property between Springhill Pavilion and Truman Gulch. She came in and had drawings and was working on it and was headed out to the nursery to see what plants would be in bloom of a certain color

all throughout the year. She had a couple of nice drawings she had done. She is an interesting person, and has been here a long time.

Chair Koentopp stated what I was wondering and it costs probably a couple hundred dollars, I if we could put the ad in the paper one more time before closing at the end of October. Highlight the date of closing.

Board Member Saitta asked if the ad was on the City website.

Chair Koentopp stated the ad is on the City website.

Board Member Saitta stated we should reference the website in the newspaper ad.

Public Works Director Klotz asked if there is a phone number on the ad for questions.

Administrative Secretary Crow stated that the City phone number is on the ad.

Chair Koentopp asked if the same person talked to Public Works Director Klotz about having family money to put an entrance on the east end of town. She said that she is involved with the Chamber of Commerce and that she was going to try to get some interest from them and find a place on the east end because she feels that Belgrade is unattractive coming in from the airport.

Public Works Director Klotz stated the person he talked to did discuss lighting the east end area of town and clean it up a little bit, because it does not look so good particularly when the interchange goes in.

Chair Koentopp stated I do not know if we annex land out there when that interchange goes in. Does part of it have to be parkland when it is something like that or not?

Public Works Director Klotz stated annexing land does not require park dedication, but subdivision does. When the airport wants to annex that piece of land along the frontage road, we will take cash in lieu, because we do not want a park out there.

Chair Koentopp stated she was thinking of City property to do some kind of an entrance.

Public Works Director Klotz stated we could have the airport give the City a corner piece something to put a Welcome to Belgrade. I am sure that Bryan Sprenger from the airport would do that for us.

Chair Koentopp stated it looks very nice going into the airport, but then you take a right and head into Belgrade and see the mobile home park.

Public Works Director Klotz stated that the interchange would be lit through the pit. There will be streetlights through there and the City has to maintain those.

Chair Koentopp stated that perhaps the owner of Fisher Seed might allow the City to place a sign. She really does not do anything with the land around her.

Public Works Director Klotz stated the person he spoke to mentioned that as well. That might happen sooner than later. This side of main street is three lanes, then we get to this side on Broadway is two lanes. When the interchange goes in it is three lanes and then necks down, but if we have extra money on that the City may put three lanes all the way through and we could put lighting along there.

Chair Koentopp asked if there would be any parking on Main Street with three lanes.

Public Works Director Klotz stated probably not. We may need a parking garage. It is interesting, not sure what will happen. We could take it from the railroad side, or just the one block downtown. That would be too odd to neck it down through the dense part of town. We have five-foot sidewalks and ten-foot sidewalks in there. We need up to twelve feet to put in a center lane.

Chair Koentopp stated that we do have our application open for City Manager. It will be closed at the end of the month unless we do not find the correct application then it is open until filled. Things are moving along.

Regarding the Landscape design ad it should be published in the Friday October 11, 2013 Belgrade Newspaper.

Discussion and update on progress at Kathy Hollensteiner Park – Public Works Director Klotz stated I think within two weeks they should be done with the boulder. They are moving fast on it. They have put part of the skeleton up. The foundation has been in for two to three weeks. Once the skeleton is done, they come in with Shock Crete spray it on and they mold it all and place handholds. They are trying to get it done before the weather turns. We are going to try to get the entrance sidewalk in and the loop and then the new Kathy Hollensteiner Park sign in before winter.

Chair Koentopp asked if Mr. Hollensteiner is paying for all of that.

Public Works Director Klotz stated Mr. Hollensteiner paid \$12,500 already for half down. Mr. Hollensteiner got someone to give the City a discounted price on concrete until the first of the year. We will do the concrete ourselves and Mr. Hollensteiner will pay for the materials for the sidewalks.

Chair Koentopp asked for information about the other parks in the City.

Public Works Director Klotz stated that all the parks are winterized now. Sprinkler systems are blown out.

Chair Koentopp asked if we still need repair on some of the implements at Splash Park and I understand that it is several thousand dollars.

Public Works Director Klotz stated that yes we are in the same situation there. We do not necessarily have to replace the broken squirt guns. It has been two seasons without them now. We made one into a sprinkler and that has worked fine. We have an old concession building that was in Lion's Park. We have that moved to the shop. We are going to rebuild that over the winter set it over in Lewis and Clark Park and then lease the concessions out over the summer. We will receive some revenue from that and perhaps earmark the profit for Splash Park equipment.

Chair Koentopp confirmed that the concession would be used for the Splash Park.

Public Works Director Klotz stated that the rough plan is to bring in some revenue off all the County people who use the Splash Park. Right now ice cream trucks go over there and they make a large profit. I think that if we have a stand we would profit. We are not going to compete with the ice cream trucks but we will lease the spot out and we will do all right. I am not sure if we should take a commission off what they sale or it might be a bid process. Vendors can bid on it and the highest price for three or four months would be able to be in there.

Chair Koentopp asked if we could sell beer in the evenings.

Public Works Director Klotz stated I think so.

Chair Koentopp stated I am just thinking when the American Legion Team at the Hockey arena down at Four Corners, they made a large profit from the beer they sold. We would need a liquor license so that might not be feasible.

Discussion and update on progress of Grant Writer, Melissa Lewis – Chair
Koentopp asked if the grants are submitted and how long it would be before we hear something.

Public Works Director Klotz stated that it would be approximately the end of November.

Chair Koentopp confirmed that it would be the end of November before we hear anything.

Public Works Director Klotz they got twice the amount of applications they thought they were going to get. They have a panel that goes through them.

Chair Koentopp confirmed that it was twice as many applications.

Board Member Pederson asked if that is just from Montana.

Public Works Director Klotz stated that it is Montana Transportation Enhancement. Melissa Lewis will be there when they go through the grant application.

Chair Koentopp asked about what about the money you said we have in our fund. Does that go through that process? I thought you said we had a certain amount of money we had to use before next year.

Public Works Director Klotz stated that is separate. The money we have to use before the end of next year is from CTEP. This is Transportation Enhancement, which is taking place of the CTEP program.

Chair Koentopp asked do we just use the CTEP money.

Public Works Director Klotz stated with CTEP we still have to apply. I applied for the full amount for a sidewalk project.

Chair Koentopp asked but we have the money.

Public Works Director Klotz stated the money is earmarked for us. That is why the City Council voted at the last meeting. I wrote in the grant application part of our public involvement is that we present the application to the Council and they approve the application. We will get those monies.

Chair Koentopp asked if there has been any movement in the skate park.

Board Member Peterson stated that she had not heard any news recently.

Board Member Saitta asked if there was information regarding the new tennis courts at the Belgrade Youth Sports Complex.

Public Works Director Klotz stated he thought they are going to still try to get started. They may not get the topping on, but they are trying to get the asphalt down.

Chair Koentopp asked if there was anything happening out at the Belgrade Youth Sports Complex.

Public Works Director Klotz stated they just awarded the bid. I am completely out of the loop. The school is handling all of the construction.

Board Member Saitta stated the time frame we had talked about at the last special meeting was that they are going to close the bids this week. Construction would start the first of November.

Public Works Director Klotz stated that he received an email that the low bidder is Keith Duneman.

Chair Koentopp asked if he built the ones in Manhattan.

Public Works Director Klotz stated he did not know if Duneman Construction built the courts in Manhattan. The contractor is not the sub-contractor that will do the tennis part. Knife River bid, Duneman bid, and Sime might have made a bid. Those were the three invited to bid. They are doing the dirt work. They will hire a subcontractor to pave it. Duneman Construction has the person that does the tennis topping. He is out of Kalispell.

Chair Koentopp asked if they would have all been qualified to build the tennis court. They must have had to have a qualified subcontractor.

Public Works Director Klotz stated none of the three are qualified to construct a tennis court, but building the foundation with the dirt work and paving they are all qualified.

Board Member Saitta asked if anyone had seen the dump truck that had turned over on Jackrabbit and Main. It happened about a week and a half ago. The truck was carrying asphalt and it dumped a bunch of asphalt. The driver had a trailer on too and turned over the truck and trailer.

Public Works Director Klotz asked if the driver went off the road.

Board Member Saitta stated the driver did not go off the road just took the turn too sharp.

Chair Koentopp stated it shut the City down in every direction.

Board Member Saitta asked if the company who owns the truck or the driver would be responsible for cleaning the sidewalk because there is a large black patch on the sidewalk.

Chair Koentopp stated you would think that the company that dumped it should clean up our sidewalk.

Board Member Saitta stated they only scooped up what they could and left some on the sidewalk. I am concerned that it is going to bake onto the surface especially in the summer.

Chair Koentopp stated we have had some warm days since then and asked Public Works Director Klotz to follow up and have them clean up the sidewalk.

Public Works Director Klotz stated that portion belongs to the State, I do not know if the State came and took care of it, or who picked it up.

Board Member Saitta stated that there is no asphalt on the sidewalk, but there is a large spot of tar on the sidewalk.

OLD BUSINESS

No old business was reported.

Public Works Director Klotz asked if the board was still one person short.

Chair Koentopp stated that we are still short one person and we have not seen Board Member Pat Becker for three months.

Public Works Director Klotz asked if the vacancy on the board is in the paper every week.

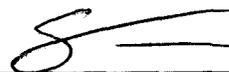
Chair Koentopp stated that we used to do that about once a month or so and put the board vacancies.

Next month the meeting is November 12, 2013. We will work on Adopt-a-Park. Review the applications for the Landscape Design Project.

Board Member Saitta asked about putting discussion about park improvements on the City website. Review the content of the website.

Chair Koentopp stated that by the first of the year we should have the Adopt-a-Park program to add to the website.

Adjourn 7:15 PM



Steve Klotz,
Public Works Director