

MINUTES
CITY OF WHITE SULPHUR SPRINGS, MONTANA
PARKS ADVISORY COMMITTEE MEETING
JULY 8, 2025

ACTION ITEMS

All:

Help Jordan and Emma with the grand-reopening celebration as called upon.

Not sure who:

- Explore the costs to repair/replace the sign at Joanna's Park.
- Adopt a Spot: Finish getting agreements signed for next year. Get binder & agreements with the City, place recognition signs.

Tressa Blair – Cost estimate per linear foot for fence (and wiggle gate) at Spike's

Jen Frazer –

- Research materials/cost for ADA accessible pathing the Forest Service uses.
- Reorganize shared drive; create directory.

Jordan Kibbee - Plans for Springs Park Grand Re-Opening Celebration.

Emma Hensley - Help Jordan Kibbee with Grand Re-Opening Celebration plans.

Pattie Berg

- Follow up with City as described below
- Prepare jersey barriers for finger painting, pick up supplies, bring water bottles to celebration, and invite T-Mobile to the celebration.
- Speak with the Golf Board about formalizing cross country skiing on the Golf Course.
- Follow up with Girl Scouts on Adopt a Spot Site.
- Review City Attorney's email regarding Committee Ethics rules; update Handbook as necessary.

Call to Order, Roll Call, Additional Agenda items

Chair Tressa Blair called the meeting to order at approximately 5:10 p.m.

Roll Call: Chair Blair, Jen Frazer, Emma Hensley, and Jordan Kibbee Luell.

Also Present: Pattie Berg, City Council Liaison to the Parks Advisory Committee

Berg reported that she was unable to get a hold of Dudley Deal as his phone was not in service. She asked Anita West to send Mr. Deal a letter congratulating him on being appointed to the Committee and telling him that an orientation would take place at 4:45 today, followed by a meeting at 5:00. As of today, Mr. Deal has not responded.

There were no requests for additional agenda items.

Approval of June 24, 2025 Minutes

The Committee asked that the work on the Parks Master Plan be specifically included in the FY24-25 accomplishments. With this change, on a motion made by Chair Blair and seconded by Emma Hensley, the Minutes of the June 24, 2025 Committee Meeting were approved as amended.

Project Updates

Flower box clean up at Bair Park. Jen Frazer has not spoken with Katherine Walter. Liaison Berg will make a phone call.

- Related discussion: Liaison Berg will get Kelly Huffield's Adopt a Spot program binder. Jen Frazer has the Adopt a Spot signs. If the Girls Scouts are not interested in maintaining this site, Frazer suggested that a neighboring family may be interested.

Fencing at Spikes Happy Trails. Tressa Blair will meet with McRae Freeze on July 10th at the park. McCrae will give an estimate for the work. Emma Hensley will join them, as she has not yet toured the park.

- Related discussion, Liaison Berg noted that, at an earlier meeting, the Committee had discussed products used by the Forest Service to create ADA accessible paths. Jen Frazer will research the products and costs. It was also suggested that the project at Spike's may be 'ripe' for a subcommittee composed of Committee members and the members of the public who attended the tour in the fall of 2023.

Update on cross country trail signage at golf course. Liaison Berg has just recently gotten the contact information for the new golf board President. She will be making a phone call.

Upcoming Celebration at Springs Park – Liaison Berg reported the sod is still on schedule to be placed shortly after July 4th. Jordan Kibbee and Emma Hensley shared their plans for food and activities. Liaison Berg will prepare the jersey barriers for finger-painting and will pick up any items that are needed on July 29. Berg also has a whole lot of plastic cartons at her house, which can be used for water for the bubbles and to clean hands. The party Flyer was reviewed one more time. As soon the sod is in, marketing activities will begin. Liaison Berg will invite T-Mobile to send a representative to the party.

Election of Officers for FY25-26

On a motion-made by Jen Frazer and seconded by Tressa Blair, Emma Hensley was unanimously elected to Committee Chair position for the fiscal year 25-26

On a motion made by Jen Frazer and seconded by Chair Blair Jordan Kibbee Luell was unanimously elected to continue as the Committee's Vice Chair for fiscal year 25-26.

FY25-26 Plan

The Committee reviewed its June 24, 2025 meeting minutes and the **Implementation** section of the recently adopted Parks Maser Plan. The Committee then identified its goals for the next 12 months or so. On a motion made by Tressa Blair and seconded by Jen Frazer, the plan was unanimously provisionally adopted. It will be formally adopted at the next meeting.

Liaison Berg will prepare a memo for Committee review reflecting this discussion. The memo will then be forwarded to the Mayor and Clerks for planning and budget discussion purposes. The Council's first budget discussion will be held on July 15, 2025.

Projects discussed but not included in the FY25-26 plan because they did not have a direct FY25-26 financial impact were:

- Updating the City's Tree Ordinance
- Painting the flag pole at Springs Park
- Removing the wooden "Springs Park" sign
- Removing the unreadable sign at Rader Park
- Providing additional parks information for the City's website
- Creating a user group for a community garden
- Some of the park benches need painted and/or replaced
- Reorganizing the Committee's shared drive. Jen Frazer will create a directory for the drive

Other discussion:

- The Committee envisions a longer term project being a combination splash pad/ice skating rink. There is an example of one in Sioux City, Iowa which is 50 x 110 and has 12 spray features. News coverage of these projects rarely includes the cost to build, so the Committee will need research the costs and potential funding sources, for this project.
- The Committee recommended placing the Rader Park vault toilet on the City property on the south side of Chilton. This will provide easier access for maintenance and will also avoid the need to locate the park's northeast property line.

- Fundraising Ideas –
 - Allowing citizens to donate to parks via PayPal. Emma Hensley will help get this set up.
 - Red Ants Pants Foundation
 - Bair Family Foundation
 - Trex's NexTrex Recycling Plastic Film Recycling Challenge - organizations can earn a composite park bench by collecting 1,000 pounds of plastic film within 12 months. This is limited to plastic film (grocery bags, etc.) but does not include plastic jugs. Harlowton recently did this challenge, and it appears the drop off site is in Lewistown, and the program prefers several small, rather than one big, drop-off. Liaison Berg may be able to arrange for smaller drop offs.

On a motion made by Tressa Blair and seconded by Jen Frazer, the plan described above was unanimously adopted.

Public Comment/Good of the Order Comments
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Jen Frazer reported that the Baseball Users Group is redoing the dugouts.
 There were no question son the Liaison report, which is included at the end of these minutes.

Adjournment/Set Next Meeting Date
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The next meeting will be held Tuesday, August 5, 2025 at 5:00 p.m., at City Hall.

The meeting was adjourned at 5:55 p.m.

**Parks Advisory Committee
Liaison Report April/May 2025**

Funding Update

- **HB355 Funds** – Work under contract. McStravick Park parking pad and path will be done at end of season. Vault Toilet at Rader in October.
- **T-Mobile Grant** - Work progressing. Should be done the second week of July (with sod installation). Yay!!!! I am still comfortable that the Springs Park Renovation will come in at, or more likely under, the current \$93,990.96 budget.

Project Updates

- **Parks Master Plan** - Public Hearing 7/7/25 at 6:00. Please attend if you can.
- **Springs Park Work:**
 - Parking Lot - There are no further plans to work on this (except signage and possibly striping, which I have asked about). The Mayor believes the current surface will be sufficiently accessible. Needs monitored.
 - Shane Seraday has donated his employees' labor costs, and provided us sod at his cost for the sod at Springs Park. Target install date: 7/10/25. Need volunteers who can lift/move @25 pounds. Even just a couple help a bunch.
 - The Leadership Class picked a huge bucket of rocks in prep for Springs Park's sod.
 - We received a significant donation of gravel from Mikesells for the drainage.
 - The City crew has been awesome on this project, especially Henry Kinnick and Jake Gregory.
 - I will work on an advertisement thanking all the groups/people involved in this project.
 - End of project celebration is August 7.
- **Bair Park Work**
 - See Fyi folder for correspondence with potential installers. I hope to visit with the Mayor the week of July 14.
- **Radar Park Vault toilet** – No change. Funded by HB355; will be installed late this summer.
- **Other:**
 - Skateboard Park - No additional information. The Mayor has not asked the Council to adopt a process to revoke this type of 'reservation'.
 - Joanna's Park - \$700 in FY24-25 budget for rails. The Mayor was going to track down Nate Schendel or Camas Teague. Haven't heard anything lately; sent follow up 7/6/25 with another welder's name.
 - Golf Course Cross Country Skiing - Rob Holeman is new Board Chair.
 - Springs Park -
 - Vandalism - Nothing from S.O. The mayor has spoken with Kevin at Triangle. He said we can install a camera on their building, and link to the 'community internet' to save the video. Need to budget for a solar camera with ability to save video.
 - Photos - Before the 4th, I reviewed the game cam photos. I Deleted a bunch (I set the camera up wrong ... it was taking 3 pictures in a boost...) There were several pics of kids riding bikes, and a dog or two, in the play area. Rules Sign already disallows dogs. Probably need to post a sign about bikes.