

BELGRADE PARK AND RECREATION BOARD AGENDA

6-13-2023 @ 6:30pm

Belgrade City Hall 91 East Central Ave, Belgrade MT 59714

Watch live at <https://www.belgrademt.gov/357/Watch-Live-Meetings>

1. Call To Order

- Pledge of Allegiance
- Roll Call

2. Approval Of Minutes

2.1. Approve May 2023 Minutes

Documents:

[MINUTES MAY 2023.DOCX](#)

3. Public Forum

Please state your name and address in an audible tone of voice for the record. This is the time for individuals to comment on matters falling within the purview of the Belgrade Parks & Recreation Board not already on the agenda. Please limit your comments to three minutes.

4. Reports

4.1. Discuss Splash Park QR Code Update

Documents:

[ITEM SUMMARY DISCUSS SPLASH PARK QR CODE UPDATE.PDF](#)

5. Discussion

5.1. Discuss Parks, Trails, And Recreation District Structure

Documents:

[ITEM SUMMARY DISCUSS PARKS, TRAILS, AND RECREATION DISTRICT STRUCTURE.PDF](#)

6. For Your Information

7. Items For Next Agenda

8. Set Next Meeting

9. Adjourn

**BELGRADE PARK AND RECREATION BOARD
MEETING MINUTES
Belgrade City Hall
May 9th, 2023
6:30 PM**

Park and Recreation Board Chairperson Perry called the meeting to order at 6:32p.m. Park Board (PB) members in attendance were Chairperson Diana Perry, Council member Renea Mattimoe, and Board members Vivian Crouse, Emily Decker, and Nick Bates.

City staff in attendance were Public Works Director Steve Klotz, Public Works Admin Assistant Lisa Blank.

Action: Board member Crouse motioned to approve April 2023 minutes. Board member Bates seconds the motion. All in favor.

Public Forum:

No comments offered during Public Forum.

Reports:

Director's Report:

Director Klotz updated the PB on the status of the Splash Park's QR code. The IT department is working on simplifying the donation page.

Chairperson Perry confirmed that the Splash Park opens Memorial Day.

Council member Mattimoe followed up the opening date by saying people are asking on social media.

Discussion:

Discuss and Consider Black Rock Subdivision Preliminary Plat Park Dedication

Director Klotz spoke regarding the Black Rock Subdivision Park dedication. The subdivision will be 171 acres NW of Belgrade that will consist of single and multi-family units. The developer has proposed a park dedication of .01 acres per dwelling unit contrary to the .03 acres per dwelling unit that is required by the City of Belgrade (CoB). He shared that the staff recommendation was as follows: .03 acre per dwelling unit, minimum 5' wide concrete pathways, ADA pour in place ground cover for parks, 6" of topsoil, and below grade storm water retention areas ok, but not considered adequate land for park dedication. He did ask for an estimated population projection from the subdivision. In total, he said that there was currently 9 dedicated park acres and 14 acres in cash in lieu improvements.

Ethan Cote spoke on behalf of the developer about the park land and the amendments that they are offering. The 171 acres are mostly residential with an estimated 850 single family dwellings. There are a remaining 6 lots where the multi-family units will be built. He stated that 3 parks are planned; 1- 7 acre park located centrally to include a climbing boulder, picnic area, play area, and workout stations along the gravel trail that winds through the subdivision and will be maintained by the HOA, 1-1.5 acre park to include a bench and bike rack which will also connect to the trail system, and 1-.05 acre park near

Weaver Rd. to serve as a buffer between the busy road and the park. A few other amendments were included: 10' gravel pathways, 6" of topsoil, individual open space tracts such as storm water retention areas, small fenced dog park, and trails with workout niches to be maintained by the HOA. The developer is offering 9 acres of official park dedication and 14+ acres or 1.475million in cash in lieu for improvements for a total of 23 acres or .02 acres per dwelling unit which is an attempt to meet the CoB halfway. There will also be a commercial center in the subdivision that will offer retail amenities. Does intend for the buildings to be ADA compliant as well as the pathway through the subdivision. He concluded by saying that it is a lot of park dedication considering the new subdivision across the road does not have any park dedication. However, during the development of the subdivision, there will be dedicated easements throughout the development and by the final plat the developer will need to prove that there was enough dedicated land set aside for parks.

Board member Decker asked if there was any commercial space planned for the subdivision?

Council member Mattimoe clarified that the undedicated small dog park would be fenced, or would it simply be open space? She reinforced CoB's attempt to limit small pocket parks and encourage large, dedicated park land. She also noted that this is a 10-phase development and wanted to know when the parks would be built? She did support the climbing boulder idea and encouraged it. She did confirm that Black Rock Subdivision developer wants to go to City Council (CC) the following Monday for preliminary Plat approval.

Chairperson Perry confirmed that the parks and trails would be ADA compliant. She does like the fitness areas along the trail and the idea of having the dog park next to a larger park. However, she does have concerns about the high-density multifamily housing and the need for more parks.

Jon Rosa confirmed that his intentions are to develop a nice, user-friendly subdivision. A space that feels good and encourages families to want to live there. He is frustrated with the changing of the requirements for subdivisions since the City is growing and changing. The number of dwelling units is currently a guesstimate, and the multifamily units will have outdoor space, but not dedicated Park land.

Board member Crouse confirmed that the HOA would oversee trail maintenance and questions what would happen if they don't maintain it?

Board member Bates motioned to recommend to CC the approval of Black Rock Preliminary Plat Park dedication as submitted pending staff's comments. Board member Crouse second the motion. All in favor

Discuss Food Truck Policy

Director Klotz stated that Fall Festival is a good example of having Food Trucks in the Parks. Public Works Administrative Assistant Lisa Blank has gathered information from other cities around Montana for comparison. His biggest concern is push back from existing, brick and mortar businesses. An idea to offer temporary licenses for Food Trucks, but currently they are not allowed in the CoB unless they are associated with a non-profit event. However, areas outside of the City's limits, i.e.: West Post that does have plans to establish areas within the subdivision that offers space to Food Trucks. There definitely is an increase in interest in Food Truck fair and he is planning on developing the Parks section of the upcoming lease.

Chairperson Perry asked if there is a current lease for Food Trucks? Is curious is there is a lot of interest surrounding Food Trucks? She also confirms that Director Klotz will be developing the lease for the Food Trucks.

Council member Mattimoe asked if the Foor Trucks will need a business license to sell in the CoB?

Board member Decker highlighted the need for increased sanitation needs.

Discuss results of the Parks, Trails, and Recreation District

Director Klotz opened with confirming the Parks, Trails, and Recreation District did pass and therefore will start to receive it's own revenue. He is not sure what the new Park's Board will look like. Will the CoB keep the PB as it is? Will there be a second board? The staff recommends that 3 members be from the county or school district and 3 members will be from CoB to include one CC member. He will be at the CC meeting on 5-15 to recommend holding applicants until the new board is established. The new district will maintain City and County parks within the school district boundaries. The new district board meetings will start July 1st, 2023 and the regular PB will meet one last time in June.

Council member Mattimoe stated that the recommendation from CC is to have one board for the new Parks, Trails, and Recreation district.

Chairperson Perry asked what to do while the new district is being established? Do the meetings continue? Could HOA's turn over their parks to the City?

Discuss Board Appointments

Director Klotz stated that the current bylaws will stay the same until it is changed by the new Parks, Trails, and Recreation District.

For Your Information:

NA

Item for Next Agenda:

- Discuss Parks, Trails, and Recreation District structure

Set Next Meeting:

Tuesday, June 13th @ 6:30pm

Adjourn:

Council member Mattimoe motions to adjourn, Board member Decker seconds- All in favor! 7:50pm

Diana Perry
Park Board Chairperson



Parks and Recreation Agenda Item Summary Report

Meeting Date:			
Submitted by:			
Consent	Discussion Only	Public Hearing	Action/Discussion
Item Title:			
Suggested Motion:			

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