

City of Livingston, City Parks and Trails Committee

May 26, 2021 Meeting Agenda

The regular meeting of the Livingston Parks & Trails Committee is scheduled for Wednesday, May 26, 2021, starting at 5 pm at Mayors Landing and moving at 6 pm to the Community Room of the City County Complex, 414 East Callender St. Jeanne-Marie Souvigney, Chair, will facilitate this meeting.

1) Roll Call

2) Site Visit – Meeting at Mayors Landing (*attachment*): Public use of the wooded area behind the roping arena (move to Community Room at 6 pm)

3) Approval of Minutes – 5 minutes

- Review and approval of April 28 regular meeting minutes (*attachment*)

4) New Business

- Mayors Landing wooded area next steps – 10 mins
- Skate Park Ranger Station (*attachment*) Rachael, Dale Sexton – 20 mins

5) Old Business

- Growth Policy next steps – Sarah, Rachael – 20 mins (see staff recommendations and draft Growth Policy at <https://drive.google.com/drive/folders/16wmr8bzbecvqJSLG8uxKCQ4qiDFZ3gY5>)
- North side trails (*attachment*) – Connor, Sarah – 20 mins
- Updates: 45 mins.
 - NoMowMay – Clay
 - Trails and AT Plan
 - Reservoir Neighborhood Park – Alison
 - Branding and signs
 - Wishberry Hollow Fairy Village – Connor, Sarah
 - Jack Weimer Memorial Park
 - P&TC letter of support for City's TA grant request (*attachment*)
 - Flagpole letter (*attachment*)
 - Pedestrian bridge across the Yellowstone River at Mayors Landing
 - Woodlot by PHS – Rachael
 - Sacket Park ownership – Sarah
 - Multi-use trails at Harvat Flat – Sarah
 - Funding options – next steps

6) Public Comments

7) Committee Comments

8) Adjourn meeting

City of Livingston, City Parks and Trails Committee Draft Minutes

April 28, 2021,

The Parks & Trails Committee met at 6 pm in the Community Room, City-County Building

1) Roll Call

Members: Clay Bolt, Connor Cavigli, Sarah Stands, Rachael Jones, Alison Shannon-Lier, Jeanne Marie-Souvigny, Dorel Hoglund in attendance. Carol Goosey absent.

Guests: Russ Smith, American Legion baseball; American Legion representative Ed Gilbert; public members Carrie Kahle, Scott, Joanna Meacham, Jonathan Hettinger

2) Approval of Minutes

Committee to review and approve April 8 special meeting and March 24 regular meeting minutes

- *Rachael Jones moved to approve both sets of minutes, Sarah Stands seconds*
- *Unanimously approved with no amendments*

3) New Business

- **Jack Weimer Memorial Park/American Legion operations**

Russ Smith, general manager of the American Legion team, provided information.

- District tournament will be for four days at Weimer Park at the end of July (22nd - 25th)
- They are seeing a lot of people use the field outside of normal hours, particular issues are around dogs, kids, and vandalism
- There are also maintenance issues with the field that they would like addressed as soon as possible, especially heading into the tournament
- He asks for support for enforcing exclusion of dogs from the park (signage with city ordinance listed) and ability to lock the park around the time of the tournament and home games.
- Can make sure there is outreach to the local area to make sure they know about the dogs issues and usage outside of normal, expected use
- *Sarah motions that we ask the City to put up new signs that include city ordinances re: no dogs allowed and recommend improved access control (fencing and locks) around the tournament and home games; share that we are happy to help with press and awareness from our own platforms; willingness to review the lease agreement for 2022 and see if there are improvements to be made there; help with fundraising in the future.*
- *Clay seconds*
- *Unanimously approved; Chair to send letter*
- **Recommendation on replacement of flagpole located at Sacajawea Park triangle**
(Location, height, lighting, improvements to existing location)
 - Existing flagpole is 30 ft tall and already broke once in the last year; remains up 24 hrs/day, not lit at night, not in good condition.
 - Public comment:
 - Ed Gilbert, Commander of American Legion Post #23 made comments and provided copy of written statement previously given to City Commissioners.
 - Carrie Kahle made comments.
 - Scott Kautzman, Vice Commander, American Legion, made comments.

- Joanna Meacham made comments.
 - Jonathan Hettinger made comments.
 - Committee comments
 - We expect there will be a downlight on the pole regardless of the flag size
 - Can we explore a volunteer system to manage the flag like the Boy Scouts?
 - SW Chemical Dependency is currently maintaining the landscaping in the triangle and there is no irrigation to it; perhaps we can offer a more formal partnership with SWCD and try to get water to it
 - Need to look at bigger picture, reflect on where we truly honor veterans in a new way in some of our public spaces
 - Concern about spending money on a traffic circle at this time
 - Discussion of space, winds, birds, Veterans Park nearby, budget, wildlife, noise, alternative uses for money, use of staff to maintain
 - A couple of emailed comments also received.
 - *Clay motions to replace the flagpole with the same size flagpole with illumination that complies with Dark Sky Ordinances, improve the landscaping in the triangle area, install sprinklers, electricity (solar would be preferable), and improve curbing and gutters.*
 - *Sarah Stands seconds and amends to explore options with civic groups that can support care and maintenance of the triangle and also ensure that appropriate flag protocols are followed with weather and wind and flag conditions; amendment accepted.*
 - *Unanimously approved. Chair to send letter to Commission.*
- **Correction to priority list (addition of north side trails)**
 - *Rachael moved to approve the changes, Alison seconded*
 - *Unanimously approved*

4) Old Business

- Updates:
 - NoMowMay – Clay
 - Signs are printed and will be put up soon
 - Will share this program on social media, press release, and put posters up in library and parks and rec offices
 - Clay will draft press release and share this initiative at next city commission meeting and Sarah will post on socials
 - Wishberry Hollow Fairy Village – Connor and Sarah
 - PDF call for artists has been sent to entire committee
 - The event is on for July 31 - August 16
 - Pedestrian bridge across the Yellowstone River at Mayors Landing - Jeanne
 - City commission approved the city's partnership in this project and this is going to move forward
 - North Side trails
 - Easement with HRDC will soon be underway with the city
 - We need to define the easement location and pass to the city to then approve and propose to HRDC
 - Trails & AT Plan progress - Jeanne
 - Walkabout was done this week with the consultants

- Two focus groups scheduled
- Reservoir neighborhood park – Alison
 - Still figuring out the location of where everything will go
 - Murdoch's is going to donate all the fence posts
 - Another firm is donating their landscape architecture time to draft up an image of the proposed park space
 - 2nd Street Bistro also offered to do a fundraising dinner for this project
 - Site visit is next step
- Branding and signs – Jeanne
 - Eubank contract is up for approval at next city commission meeting
- Growth Policy – Sarah and Rachael
 - Huge project - will bring more people into this
- Mayors Landing public process – Jeanne
 - Delayed to next meeting
- Woodlot by PHS – Rachael
 - The area is getting cleared out and starting to look better
 - Future plans are still TBD
- Communications Plan and Media - Connor
 - Connor to work on this further and will discuss and schedule posts out with the committee

5) Public Comments

No additional public comments about items not on the agenda

6) Committee Comments

7) Adjourn meeting

- *Rachael moved to adjourn, Alison seconded*
- *Unanimously approved*



New Area

Mayors Landing

RANGER STATION SKATE SHOP PROPOSAL

VISION

The popularity of the McNair Gravity Park demonstrates how much this resource was needed by the community. Livingston youth now have a venue to skateboard and ride their BMX bikes in a semi-controlled, manufactured environment. Kids can be found occupying the Park 12 months of the year.

Dan Bailey's Outdoor Company (and previously Timber Trails,) has witnessed firsthand the positive impact the Park has had on many of Livingston's traditionally underserved and/or disenfranchised youth. Our repair shop's open-door policy gives the kids a place to come fix their bikes/boards, connect with their friends, and, frequently, talk to an adult in a safe, non-judgmental atmosphere. Upon completion of the Park, we began offering a small assortment of Park related supplies and gear. Though it represents a small segment of our business, it is important in that it further connects us with youth.

Utilizing that connection, we, along with our community partners, are seeking to develop a program that further enriches the youth of Park County by creating a unique School to Work/Work-Based Learning opportunity. Initially we explored the prospect of opening a location downtown that would become our Skate shop—to be managed by youth that utilize the Park. As we considered the feasibility, it became clear that a trailer, located at the Park, would be a perfect venue for this venture, whereupon the trailer owned by the District came to our attention.

The trailer would become The Ranger Station, an on-site store selling skate gear and snacks at the Park from May to September, and it will be parked at the High School (where it is now) during the off-season. There would also be a free Fix/Tune station set up at the trailer. The Ranger Station would provide youth with a platform for a Work Based Learning Program, where they can take ownership and have purpose. Dan Bailey's would provide the initial operating inventory and training for interested individuals—and along with our community partners, provide mentoring and general oversight as necessary, which we hope will be minimal. We envision this being a learning opportunity for three to five individuals at a time: one key person—a manager—plus 2-3 associates.

DESCRIPTION OF TIMELINE AND ACTIVITIES

The trailer is approximately 80% ready to go; and will require some work. Provided that we can partner with the high school shop faculty/program and secure funding, we are hoping for an August 2021 launch for The Ranger Station.

PARTNERS AND THEIR ROLES

Park High School has agreed to partner with Dan Bailey's (in initial discussions with Lynn Scalia)

Additional necessary partners would be the City (Parks & Trails Committee, Public Works,) the Civic Center/Rec. Department (Maggie Tarr,) and the Skate Park Board (Jamey Warren.)

Potential local business partners: Ace Hardware (Matt Dowdell,) Kenyon Noble, Pickle Barrel (Carla and Dave Pettit)

BUDGET/SUSTAINABILITY PLAN

After an estimated \$2K start-up cost (to be shared by partners,) the idea is for The Ranger Station to be self-sustaining (from gear and snack sales.)

ANTICIPATED IMPACT ON COMMUNITY/PARKS/SCHOOLS

The impact will be immeasurable to the youth who are running the store, and to the kids who need to fix their bikes/scooters/skateboards. The workers will be able to make a wage; profits from the shop could be put into a scholarship fund.

FAQ

Are you seeking any City funding/resources to support the project?

We will need access to minimal water, electricity, and garbage bin

Do you have partners lined up to indicate support (in-person or written) of all involved parties?

School District
McNair Gravity Park Board
Recreation Department

Who on the Skate Park Board are you working with and what is their level of commitment to this project? Do you have a written recommendation from the Skate Park Board?

Working with Jamey Warren, we will provide a letter of recommendation from the Board.

Who has responsibility for the trailer during each time of year? (When school is in or out of session)

The trailer will be parked at the High School during the off season (October-April)

Who has responsibility for the students and behavior of the park users?

It will be self-monitored by the park users, as it is currently.

Who is responsible for managing the operation? (address trash/furniture concerns)

The students working there will be stewards of the operation of the trailer, as outlined in their job description. The administrator for the PHS School-to-Work program will supervise the students.

Where will the trailer be located at each time of year?

In the off season, it will be parked behind the High School, where it is now. From May through September, it will be parked next to the Park. We will get Maggie Tarr's input on what the ideal location for the trailer at the park would be.

Do you have a special use permit from the Civic Center for the parking space?

We will determine if this is required.

What are the power and water needs, and the costs associated? How will those costs be paid?

Power and water needs should be minimal. This will be discussed with Public Works Director, Shannon Holmes. We would like to partner with a solar company to eventually run the Ranger Station by solar power.

Do you need/have a permit to sell items from the trailer?

This will be determined by inquiring with the appropriate department of the City.

What are the insurance needs, and under whose coverage will it fall (City/School District?)

Perhaps it can be covered under the City's insurance policy when it is parked at the civic Center, and under the High School's insurance when it is not in operation and parked at the school.

Are snacks school-compliant? From where will they be sourced?

We will ideally work with a partner in food service to manage sourcing of snacks. We hope to have a free water station for park users to refill their reusable water bottles. Dan Bailey's will source inexpensive water bottles for the Ranger Station to sell, to discourage the use of single-use plastics. We will pursue a grant for the refill station, possibly with PCCF or PCEC.

What is the plan for trash and waste produced by the project?

There will be a garbage bin at the trailer that will be emptied daily into the large Civic Center bin. This will be managed/emptied by the Ranger Station staff.

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Park County Community Foundation
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May 10, 2021

Transportation Alternatives (TA) Program
Montana Department of Transportation
P O Box 201001
Helena, MT 59620

Re: Letter of Support for City of Livingston TA Grant Application
Pedestrian Improvements to Downtown Livingston at West Park Street, 2nd and B Streets

Dear Transportation Alternatives Grant Committee,

The Livingston Parks & Trails Committee submits this letter of support for the City of Livingston's proposal to improve the intersection of West Park Street (US89) and 2nd Street as well as the sidewalks on the north side of West Park Street to the B Street intersection. This project, once completed, will resolve issues of accessibility and safety and improve sidewalk and street infrastructure in a location that gets a very significant amount of use.

The Parks & Trails Committee promotes alternative forms of transportation and the necessary infrastructure to enable safe access for pedestrians and bicyclists, which can lead to better health and wellness, community integration and connectedness with less impact to the environment. This area is a vital linkage to downtown shops, restaurants, businesses, apartments, our local food pantry, healthcare providers, family entertainment, the Depot Museum, the Post Office and the local senior center.

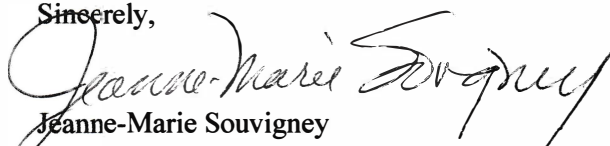
Furthermore, it is an integral connection between sidewalks, streets, parks, trails and greenways on the north and south sides of the City. The Livingston Depot Center trail which begins at the Depot Center and continues west along Park Street is used extensively by pedestrians and cyclists for recreation and commuting. The area is enjoyed not only by our year-round residents but also by tourists visiting Livingston as a destination or as a stop on their journey to Yellowstone National Park and elsewhere.

Residents have repeatedly asked for safer crossings at Park Street, better curbs and more ADA accessibility, particularly at this location and in the downtown area generally. Handicap parking along Park Street has been identified as a priority in the City's ADA Transition Plan. These improvements will help address ADA accessibility in our downtown area and improve safety for all modes of transportation and reduce the likelihood of a pedestrian or bicyclist vs. vehicle incident.

This fiscally responsible proposal is consistent with the values of the Livingston community which focus on connectedness, accessibility for all, and a safe infrastructure for alternative forms of transportation. We are deeply grateful for the opportunity for our community to access funding through the Transportation Alternatives Program. It is instrumental in our ability to improve ADA accessibility and safe pedestrian, bicycle and other nonvehicular transportation.

Thank you for your consideration of this funding application.

Sincerely,


Jeanne-Marie Souvigny
Chair, Livingston Parks & Trails Committee

April 30, 2021

To: Livingston City Commissioners
Fr: Livingston Parks & Trails Committee

Dear Livingston City Commissioners,

You recently asked the Parks & Trails Committee to provide you with a recommendation about replacing the flagpole in the triangle area at Sacajawea Park. That flagpole broke last year and had to be repaired.

We invited the public to provide comment on replacement of the flagpole at our meeting on April 28. There were six people who commented in person, including representatives from the American Legion, and a couple others who contacted members of the committee on this issue via email. Some of us were also present at the City Commission meetings when you considered this topic and are aware of the public comments made then and in various media since then.

Our discussion was far-ranging and considered the initial proposal presented to the Commission and issues raised associated with that proposal. Those issues involved aesthetics, noise, birds, up-front and long-term costs, maintenance and available infrastructure.

After consideration of public comments and extensive Committee dialogue, which included discussion about whether the flagpole should be replaced at that location, an appropriate height, lighting and other flag protocols, and the condition of the triangle area itself, the Committee decided unanimously to recommend the following:

- The flagpole and American flag be replaced at that same location;
- The new flag and flagpole be the same or similar size and height as what is currently in place;
- The flag be illuminated at night with a light that meets the City's Dark Sky ordinance with consideration given to using a solar-powered light;
- The triangle area be improved and the City explore options with civic groups or others to maintain the site:
 - Water be provided to the site for maintenance of vegetation;
 - The curbs be replaced;
 - The City be in regular communication with the civic group that maintains the site to provide support as needed. (The Parks & Trails Committee is willing to help in this regard.)

The Committee had a long discussion about flag protocol. In particular, we discussed that the current flag is displayed 24 hours a day and yet is not illuminated at night as flag etiquette requires and is ragged and in poor condition. We consider the replacement of the American flag and flagpole at this location an opportunity to follow appropriate guidelines for respectfully displaying the flag. With such protocols in place and improvements to the location, we will go a

long way to enhancing the view of the flag which seemed to be a driving concern of most commenters regardless of whether they supported the existing height or something different.

We recognize there may be interest in the future in redesigning the triangle area to improve traffic movement in the area. We do not have a recommendation on whether to move in that direction in the absence of cost estimates but support similar consideration to lighting, irrigation and maintenance of any plantings if the center of the redesigned area continues to support a flag.

We discussed the military services memorial a short distance away in Sacajawea Park where an American flag is also flown. We invited the American Legion to work with us to consider a broader look at our various parks and trails locations for US and MIA-POW flags and opportunities to provide places for contemplation that truly honor veterans. The Legion responded they would take the matter under consideration at an upcoming meeting. We look forward to working with them.

We appreciate the sincere and often passionate comments made by so many Livingston residents and look forward to a display that reflects the respect that we all feel should be shown to the American flag.

Sincerely,


Jeanne-Marie Souvigney
Chair, Livingston Parks & Trails Committee