



## Parks & Recreation Board Meeting Minutes January 29th, 2024 at 6:00 p.m.

<b>Board Members Present:</b>	Adam Six, Chairman; Stacy Sommer, Member; Lacey Forrey, Member
<b>Board Members Absent:</b>	Jennifer Dalrymple, Member; Israel Schwope, Member
<b>Broadwater County (BC) Staff Present</b>	Nichole Brown, Director Broadwater County Community Development; Lindsey Richtmyer, Commissioner Liaison
<b>Broadwater County (BC) Staff Absent:</b>	none
<b>Guests:</b>	Al Christophersen, Bill Duede, Dirk and Becky Gard, Michael Ryan
<b>Secretary:</b>	Aubra Lewis, Administrative Assistant

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75% of the Board members present and accounted for. Quorum reached for start of meeting.

### Regular Meeting

1. Adam Six called the Public Meeting to order at 6:00 p.m.
2. All who were present were asked to rise for the Pledge of Allegiance.
3. Public Comment on Items Not Included on Agenda
  - a. none
4. **Approve Minutes**
  - a. Motion from Lacey to accept the December 18<sup>th</sup> minutes as presented. Stacy seconded.
    - i. No further discussion.
    - ii. Motion carried.
5. **Old Business**
  - a. **Letters from Board Members**
    - i. Adam gave a history/explanation of the City/County Parks and Recreation Board
      1. Clarification that this board can have as many as seven members
      2. Nicole clarified her role, the Commissioner's role, as well as this board's role and the role of the city
    - ii. Board Members, Administrative Assistant, Mayor Rauser, Al Christophersen, and Commissioner Richtmyer introduced themselves
    - iii. New Board candidates introduced themselves (Bill Duede, Dirk Gard, Michael Ryan)
  - b. **Al Christophersen from the BCDC Trails Committee** – Updated the board on the current status of this committee, their work so far and their role in creating a Master Plan for a hike/bike trails system and routes across Broadwater County. He shared a map of the trails. Adam gave a history of how the committee was started. Anyone interested is welcome at their meetings or to join the board.
  - c. **Centerville/Mill Rd. Road Project**
    - i. Discussion on Trust Board Centerville/Mill Rd. Grant
      1. The Trust Board is receptive to the grant, but they tabled the discussion until the Parks and Recreation Board gets an itemized quote, a 30% match amount, and a change in the in-kind gifts. They did not consider the background and

research work part of the in-kind donations. Al spoke to clarify these points further. There was also a concern about the plan for the other 150 acres.

2. The Parks and Recreation will make the requested changes to the grant, as well as requestion funds from the Commissioners and County
3. Nicole has contacted Great West and she has a list of question that will be presented later on Comments from the floor

d. **By-Laws**

- i. The Parks and Recreation Board needs updated and approved bylaws. Commissioner Richtmyer and our Deputy District Attorney helped get a working document ready for the board. The role of the City needs to be addressed in the bylaws with the input of Mayor Rauser.
  - ii. A vision statement was added.
  - iii. Discussion on the number of board members, which can be changed later. Bylaws are to be reviewed annually. A recommendation was to limit the board member numbers to seven.
  - iv. A suggestion to appoint a couple of people to work on the bylaws separately in a working board meeting and report back to the board was presented.
  - v. Discussion of a city liaison. This isn't a true city/county board even though that is stated on the draft. There is no record currently stating such that can be found in city records. The language in the bylaws needs to reflect how the city is going to be involved, with city board approval. Adam will get on the city's next agenda.
  - vi. Article 2, Section 4, last bulleted statement, *"To work with county, city, and school district officials to facilitate recreational programs in Broadwater County"*, is not currently happening. Discussion on whether to remove it.
- e. **STOKE Reimbursement** – This will be tabled until the February meeting
- f. **Heritage Park Equipment** update from Stacy
- i. The Rotary Club would like to support the project
  - ii. Stacy's son will be seeking approval to complete the project from the Boy Scouts. Once approval is given, the next step would be going to the city for approval.
  - iii. Adam gave a reason for the updating of the equipment.
- g. **City of Townsend Website** – No update
- h. **Holloway Park Gazebo** – letter of support – no update
- i. **Connor's Field Infrastructure** – No update – Adam gave a review of the vault toilet. This is slated for delivery in the Spring.
- i. An update on the payment of the electrical bill for the field was given. The Broadwater Softball/Baseball Association is no longer paying for it. The Broadwater County Maintenance Department is now paying the monthly bill as part of county infrastructure. It was approximately \$40/month. It is now up to \$80-\$90/month. Since the Parks and Rec Board does not have a continual income source to continue to pay that bill, however it is only a three-month period for the power for water. An idea to have a way for residents to have a way to donate on line for projects and needs such as this was presented.
- i. **Folf Course** – No update
- j. **Rotary Peace Pole Meditation Park** – No update – Adam gave a history for our guests.
- k. **YMCA/CARB (Community Advisory and Research Board)** - No update – Adam gave a history for our guests.

6. **New Business** – No new business

7. **Comments from the Floor**

- a. Maintenance donation – an idea for a box during games for people to donate money.
- b. Stacy has a digital form for card use.
- c. Communication Plan – articles in the newspaper might be a good way to advertise the need for help.

- d. Great West Engineering was contacted. They sent back a list of four questions. These questions will be sent to the board to be answered and sent back individually. The collected answers will enable them to create a bid amount for the Master Plan.
- 8. **Next meeting**
  - a. *scheduled for February 12<sup>th</sup> at 6:00 p.m. at the Flynn Building.*
- 9. Adam adjourned the meeting at 7:15 p.m.

*Respectfully Submitted:*

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Aubra J. Lewis, Administrative Assistant  
*Approved:*

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Date

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Adam Six, Chairman

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Date