



**AGENDA
CITY OF LAUREL
PARK BOARD
THURSDAY, JULY 03, 2025
5:30 PM
COUNCIL CONFERENCE ROOM**

Public Input: *Citizens may address the committee regarding any item of business that is not on the agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

1. Tree Board Business

General Items

- [2.](#) LPB Minutes 6-5-2025

New Business

3. Budget items

Old Business

4. Exxon/Mobil Money
- [5.](#) Merging with the Tree Board new Ordinance
6. Other parks
7. Riverside Park Campground/other items
8. American Legion Building at Riverside Park
9. Riverside Park - Lead cleanup
10. Riverside Hall - Lions Club
11. Bathrooms at Billie Riddle Splash Park
12. Laurel Rod and Gun Club Building

Other Items

Announcements

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 5100, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

File Attachments for Item:

2. LPB Minutes 6-5-2025

Laurel Park Board Minutes for June 5, 2025.

In attendance were Richard Klose, Irv Wilke, Tom Canape, Paul Kober, Phyllis Bromgard, Michele Mize and Jon Rutt.

Matt Wheeler was in attendance for the city.

No visitors.

The meeting was called to order at 5:32.

Public Comment: None

1. **Minutes from the May 1, 2025 meeting** – Tom Canape moved to approve, Phyllis Bromgard seconded, and motion approved.

New Business

None

Old Business

2. **Exxon/Mobil Money** – \$100,000 will be in the budget for new bathrooms at Billie Riddle Splash Park. The board agreed.
3. **Merging with the Tree Board New Ordinance** – The City Attorney was supposed to attend to review the ordinance with red lining but was not in attendance.
4. **Riverside Park Campground/Other items** – Several spots are being rented, and usage has been good. Some problems are always cropping up. Nothing Major, but employees are dealing with it. Generated approximately \$25,000 this fiscal year.
5. **Riverside Park American Legion Building** – Nothing new
6. **Riverside Park Lead Cleanup** – Nothing to report
7. **Riverside Hall Lion's Club** – A bid for \$20,000 was received to fix the ceiling and walls with drywall. Discussion followed on budgeting for the next year's improvements to the parks.
8. **Bathrooms at Billie Riddle Splash Park** – Open and money in the budget for bathrooms.
9. **Rod and Gun Club Building** – American Legion is working with Laurel Shooting Sports and 4H to reopen the building for shooting. Some discussions followed about the history of the building and the future of the building. Jon Rutt made a motion to ask the City Council to clarify the status of the building. Richard Klose seconded, and motion passed.
10. **Tree Board** – Arbor Day is still planned for the fall and the planting of 2 trees.

Other Items

Matt brought up the sidewalk for the west side of Nutting Park because of the new school opening in the fall. He presented a bid for \$14,400. The board agreed to add that to our project budget. The

list of projects is \$14,400 for the sidewalk, \$50,000 for a sprinkler system at Nutting Park, \$10,000 for Riverside Hall building improvements, and \$100,000 for new bathrooms at the Billie Riddle Splash Park. This totals \$174,400 for park projects for 2025-2026 coming from Exxon Money. The board agreed.

Meeting adjourned at 6:32

File Attachments for Item:

5. Merging with the Tree Board new Ordinance

Chapter 12.28 PARK RULES AND REGULATIONS AND TREES AND BOULEVARDS*

Sections:

4 C.C. 4-6 at large

12.28.010 Creation and establishment of a ~~city~~City ~~park board~~Park and Tree Board.

There is created and established an advisory board to the ~~city~~City ~~council~~Council that shall be known as the ~~park board~~Park and Tree Board for the ~~city~~City of Laurel ("Board") which shall consist of ~~seventeen~~ ¹⁷ members who ~~shall constitute three sitting members of the city council and four members at large who~~ must reside in the ~~city~~City or who must live within two miles thereof. The ~~mayor~~Mayor shall appoint all members with approval of the ~~council~~Council. The members shall come from diverse interest groups including, but not limited to, school teachers, club members, homeowners, business owners, park ~~or tree~~ professionals and/or representatives from the ~~city~~City government.

min 7
max 15
(no more
4 C.C.)

(Ord. 06-08 (part), 2006)

12.28.020 Term of office.

The term of office for the members shall be four years. ~~except that the term of three of the members appointed to the first board shall be for two years and the term of four members of the first board shall be for four years.~~ In the event that a vacancy shall occur during the term of any member, his or her successor shall be appointed for the unexpired portion of the respective term.

7. C.M.B

(Ord. 06-08 (part), 2006)

12.28.030 Compensation.

Members of the board shall serve without compensation.

(Ord. 06-08 (part), 2006)

12.28.040 Operation.

The ~~B~~board shall select its own officers (if any), make its own operational rules and regulations to govern its meetings, schedule its own meetings' dates and times for the convenience of its members and shall keep a record of its proceedings. All meeting dates and times shall be posted at ~~City~~City Hall. A majority of the members shall be a quorum for the transaction of business.

(Ord. 06-08 (part), 2006)

12.28.050 ~~Park board~~Park and Tree Board authority.

A. The ~~park board~~Park and Tree Board of the ~~city~~City shall have the authority and discretion to:

1. Promulgate and develop proposed ordinances, rules and/or regulations that govern the general use of all cityCity parks with consideration of public input for presentation to the cityCity councilCouncil for consideration and adoption by the cityCity councilCouncil;
2. Establish a proposed permit system to provide for an advanced reservation system for the exclusive use of a cityCity park or cityCity park improvement by a person or group to be administered by cityCity staff upon approval by the cityCity councilCouncil;
3. Prepare and adopt proposed rules or regulations governing or limiting the possession or use of alcoholic beverages in cityCity parks by any person or group of people, including establishment of a proposed permit and registration procedure for the possession or use of alcoholic beverages by any group of people to be administered and enforced by cityCity staff and/or the cityCity police when applicable upon approval by the cityCity councilCouncil;
4. Negotiate terms for lease agreements for cityCity parks or other cityCity park related improvements with current or new users, groups or clubs on the cityCity councilCouncil's behalf. When completed, the park boardPark and Tree Board shall present each negotiated proposed lease agreement to the cityCity councilCouncil for approval and adoption by resolution of the cityCity councilCouncil;
5. Assist with the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets, and in other public areas; and
6. When requested by the City Council, consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.
7. Park Board may maintain conduct tree inventory
- B. All park ordinances, rules, and regulations promulgated by the park boardPark and Tree Board shall be adopted by the cityCity councilCouncil upon recommendation by the park boardPark and Tree Board pursuant to this section. All rules, regulations, and/or ordinances adopted hereunder shall be posted in a public place at each park affected thereby or be available at the office of the cityCity Clerk-Treasurer.

(Ord. 06-08 (part), 2006)

12.28.060 Park hours.

- A. Except as otherwise provided herein, all cityCity parks shall be closed from ten p.m. until six a.m. each night.
- B. No person shall remain in or upon any cityCity park during closed hours.
- C. This section shall not apply to the overnight camping areas designated in Riverside Park by the City.
- D. The children's playground equipment commonly known as "Kids Kingdom" at Kiwanis Park shall close at ten p.m. and reopen at six a.m.
- E. Any person violating the terms of this section shall, upon conviction, be punished as set forth in Section 12.28.100 of this code.
- F. Applicants may seek an exemption to this section when applying for an event permit at cityCity Hall.

(Ord. 06-08 (part), 2006)

(Ord. No. O19-03, 12-10-19)

12.28.065 Fees and charges.

The cityCity councilCouncil shall establish reasonable fees and/or charges for the use of the pool, parks and/or recreation areas and facilities owned by the cityCity by annual resolution after a public hearing.

(Ord. 07-06 (part), 2007; Ord. 06-04 (part), 2006)

12.28.070 Use of tennis courts restricted.

- A. CityCity tennis courts shall be used only for the practice and playing of tennis. All other activities are prohibited on all cityCity tennis courts. No person shall use or occupy any cityCity tennis court or any part thereof for any purpose other than the playing or practicing of tennis.
- B. Any person violating the terms of this section shall, upon conviction, be punished by a fine not exceeding one hundred dollars.

(Ord. 06-08 (part), 2006)

Laurel Lions' Family Park

12.28.080 Use of ~~South Pond~~ restricted.

- A. The following activities are prohibited at South Pond at all times:
 - 1. Swimming ~~except for approved scuba diving and skin diving as set forth in this section; and~~
 - 2. Motorized or power boating of any kind.
- ~~B. Scuba diving and skin diving shall be permitted at South Pond by advance permit only, subject to the following restrictions:~~
 - ~~1. Any person, prior to skin or scuba diving in South Pond, shall first obtain from the city a permit;~~
 - ~~2. Permits granted hereunder are given pursuant to Montana Code Annotated § 70-16-302(1). The city shall not collect any fee for issuing a permit hereunder. The city shall not be liable for any accidents or injury to persons or property derived from skin or scuba diving or related activities. Every applicant must sign release and waiver of liability before receiving a permit hereunder;~~
 - ~~3. The city shall not issue a permit unless the applicant first displays to the city a current certification of diving qualification issued by a recognized diving training school affiliated with one of the below listed organizations. Student applicants must be accompanied by a certified instructor at all times and are subject to all other requirements of this section. The following organizations are recognized by the city as proper certifying authorities:~~
 - ~~a. N.A.U.I. — National Association of Underwater Instructors;~~
 - ~~b. P.A.D.I. — Professional Association of Diving Instructors;~~
 - ~~c. Y.M.C.A. — Young Men's Christian Association;~~
 - ~~d. N.A.S.D.S. — National Association of Skin Diving Schools;~~
 - ~~e. P.S.I.C. — Professional Divers Instructional College;~~
 - ~~4. All permittees shall be subject to all federal and state laws, rules and regulations pertaining to scuba diving and skin diving;~~
 - ~~5. Any permit issued hereunder may be revoked at any time by city police officers, with or without cause. Divers shall immediately leave the pond upon demand of any police officer.~~
- ~~B.C.~~ Any person who violates any of the terms or provisions of this section shall, upon conviction therefore, be punished in accordance with the provisions of Section 1.36.010 of this code.

(Ord. 06-08 (part), 2006)

12.28.090 Use of motor vehicles restricted.*

- A. No person shall drive or otherwise operate any motor vehicle in any [cityCity](#) park except in or upon ~~gravelled~~[graveled](#) or paved parking areas.
- B. This chapter shall not apply to [cityCity](#) vehicles in the regular operation and conduct of [cityCity](#) business or to construction or maintenance vehicles belonging to any contractor performing any work for the [cityCity](#) in any [cityCity](#) park.
- C. Users of Riverside Park, however, may operate vehicles only upon designated, defined roadways therein.
- D. Any violation of this chapter shall, upon conviction thereof, be punishable as provided in Section 1.36.010 of this code.

(Ord. 06-08 (part), 2006)

* There were two sections numbered 16.02.020 added to the Laurel prior code.

~~12.28.100 Violation—Penalty.~~

- ~~A. Any person violating any provision of this chapter for which another penalty has not been specifically provided shall, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.~~
- ~~B. Any person violating any ordinance, rule or regulation adopted by the park committee pursuant to this chapter shall, upon conviction thereof, be punished by a fine not to be less than fifty dollars nor more than five hundred dollars, or by imprisonment for a term not exceeding six months, or both.~~

~~(Ord. 06-08 (part), 2006)~~

12.28.100 Tree species to be planted.

The City Park and Tree Board shall develop and maintain a list of desirable trees for planting along streets in three size classes, based on mature height: small (under twenty feet), medium (twenty to forty feet) and large (over forty feet). Efforts shall be made to ensure a sufficient diversity of tree species. Lists of prohibited trees or trees not suitable for planting will also be developed and maintained by the Board.

(Ord. 05-1 (part), 2005)

12.28.110 Spacing.

The spacing of street trees will be in accordance with the three size classes listed in Section 12.28.100 of this chapter, and no trees may be planted closer together than the following: small trees, fifteen feet; medium trees, twenty-five feet; and large trees, thirty-five feet; except in special plantings designed or approved by a landscape architect.

(Ord. 05-1 (part), 2005)

12.28.120 Distance from curb and sidewalk.

The distance trees may be planted from curbs or curb lines and sidewalks will be in accordance with the three size classes listed in Section 12.28.100 of this chapter, and no tree may be planted closer to any curb or sidewalk than the following: small trees, two feet; medium and large trees, three feet.

(Ord. 05-1 (part), 2005)

12.28.130 Distance from street corners and fireplugs.

No street tree shall be planted within thirty-five feet of any street corner, measured from the point of nearest intersecting curbs or curb lines. No street tree shall be planted within ten feet of any fireplug.

(Ord. 05-1 (part), 2005)

12.28.140 Utilities.

No street trees other than those species accepted as small trees by the City Park and Tree Board may be planted under, or within ten feet of any overhead utility wire.

(Ord. 05-1 (part), 2005)

12.28.150 Public tree care.

The City shall have the right to plant, prune, maintain, and remove trees, plants, and shrubs within the lines of all streets, alleys, avenues, lanes, squares, and public grounds as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The City may remove or cause to be removed any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with any injurious fungus, insect, or other pest. This section does not prohibit the planting of street trees by adjacent property owners providing that the selection and location of said trees is in accordance with Sections 12.28.100 and 12.28.110 of this chapter.

(Ord. 05-1 (part), 2005)

12.28.160 Pruning standards.

All tree pruning on public property shall conform to the ANSI A300 standards for tree care operations.

(Ord. 05-1 (part), 2005)

12.28.170 Tree topping.

It shall be unlawful as a normal practice for any person, firm, or City department to top any street tree, park tree, or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Crown reduction by a qualified arborist may be substituted, where appropriate. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this chapter at the determination of the City Park and Tree Board.

(Ord. 05-1 (part), 2005)

not w/o approval from P&T Board

12.28.180 Pruning and corner clearance.

Every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not severely obstruct the light from any street lamp or obstruct the view of any street intersection, and so that there shall be a clear space of thirteen feet above street surface or eight feet above the sidewalk surface. Said owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs, which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light, or interferes with visibility of any traffic control device or sign or sight triangle at intersections.

Tree limbs that grow near high voltage electrical conductors shall be maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements.

(Ord. 05-1 (part), 2005)

12.28.190 Dead or diseased tree removal on private property.

The City shall have the right to cause the removal of any dead or diseased trees on private property within the City, when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the City. The City will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owner's property tax notice.

(Ord. 05-1 (part), 2005)

12.28.200 Protection of trees.

In order to maintain the overall forest, reasonable efforts shall be made to replace trees that are removed and to protect quality trees that are endangered.

Trees of desirable species and good health shall be protected as much as possible from damage during construction, sidewalk repair, utilities work above and below ground, and other similar activities. The zone of protection shall include the ground beneath the canopy of the tree.

(Ord. 05-1 (part), 2005)

12.28.210 Interference with the City Park and Tree Board.

It shall be unlawful for any person to prevent, delay or interfere with the City of Laurel, its City Park and Tree Board, or any of its agents while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any street trees, park trees, or trees on private grounds, as authorized by this chapter.

(Ord. 05-1 (part), 2005)

Ask
M.B

12.28.220 Authority of adjoining property owner to plant or care for trees on boulevard or parkways.

Permission is given to the owners of real estate to improve their premises by planting trees and properly caring for trees in the boulevards adjoining their property ~~after permit is obtained from the City.~~ Such trees shall in no case interfere with the full use of the streets for public purposes, and no person shall plant any tree within the limits of any parkway, street, or alley in the City without having first obtained a written permit from the City.

or curb box ft 5

It shall be the duty of any property owner to make request in writing to the City, stating the variety and precise location of each tree proposed to be planted. The permit shall specify location and variety of each tree.

(Ord. 05-1 (part), 2005)

12.28.230 Removal, cutting and injury.

No person shall remove, destroy, cut, deface, ~~trim~~ or in any way injure or interfere with any street or park tree without a permit from the City.

(Ord. 05-1 (part), 2005)

12.28.240 Interference with trees by house mover, permit required.

It shall be unlawful for any person to move any building along any street, avenue or alley in the City, in such a way as to interfere with or injure any tree or shrub in any street, avenue, alley or public place, including parks and parkways, without a written permit obtained from the City Park and Tree Board. The application for such permit, and the permit issued, shall specify the particular building and the particular route to be followed.

(Ord. 05-1 (part), 2005)

12.28.250 Procedure for temporary removal.

All moving of trees and shrubs made necessary by moving of buildings or any other purpose shall be done under supervision of the City, at the expense of the owners of the buildings, or the party requesting the same. Should such moving cause the death of the tree, the owner of the buildings or the party requesting the temporary removal, at his own expense, shall replace the same under the supervision of the City.

(Ord. 05-1 (part), 2005)

12.28.260 Insects and diseases—Declared nuisance.

All insect pests and diseases known to be injurious to fruit, shade, and ornamental trees and shrubs, and all trees, shrubs and vegetable growth infested or infected therewith constitute a menace, and are hereby declared to be a common nuisance.

(Ord. 05-1 (part), 2005)

12.28.270 Spraying.

Every person who is owner or in possession or control or management of any lot, block or parcel of land upon which there are any fruit, shade or ornamental trees or shrubs which are infested or infected with any insect

pests or diseases known to be injurious to such fruit, shade or ornamental trees or shrubs, shall, within three days, upon written notice of the City, spray or cause the same to be sprayed in such manner and with some insecticide designated by the City. Any person failing to comply with any such notice shall be deemed guilty of maintaining a nuisance.

(Ord. 05-1 (part), 2005)

12.28.280 Review by the City Council.

The City Council shall have the right to review the conduct, acts, and decisions of the City Park and Tree Board.

(Ord. 05-1 (part), 2005)

12.28.290 Violation—Penalty.

- A. Any person violating any provision of this chapter for which another penalty has not been specifically provided shall, upon conviction thereof, be punished as set forth in Section 1.36.010 of this code.
- B. Any person violating any ordinance, rule, or regulation pursuant to this chapter shall, upon conviction thereof, be punished by a fine not to be less than fifty dollars nor more than five hundred dollars, or by imprisonment for a term not exceeding six months, or both.

(Ord. 05-1 (part), 2005)