



## City Parks and Trails Committee Meeting Agenda

A regular meeting of the City Parks and Trails Committee Meeting Committee has been scheduled for April 26, 2023, from 6:00-8:00 PM in Community Room, City/County Complex, and by Zoom. This meeting will be facilitated by Connor Cavigli.

<https://us02web.zoom.us/j/84505367510?pwd=UXBPYWRpTVVJVGtHYmQ1OFI6cys5QT09>

Meeting ID: 845 0536 7510

Passcode: 839170

Call in: (669) 900-6833

---

### 1. ROLL CALL

### 2. APPROVAL OF MINUTES

- A. Approve minutes from March 22, 2023, regular meeting.

### 3. NEW BUSINESS

- A. Parks & Trails Budget priorities discussion and update from Grant. (Tabled from 3/22/23 meeting)
- B. Update from Grant on discussion with Livingston Rotary Club. (Tabled from 3/22/23 meeting)
- C. Discuss Memorial Bench Policy Recommendation to the City Commission (from 3/22/23 meeting)
- D. No Mow May
- E. Community Garden Discussion

### 4. OLD BUSINESS

- A. Adopt-A-Trail Updates
- B. Alpenglow paving updates
- C. Bee City USA discussion
- D. Map printing updates
- E. Park Street Crossing Updates
- F. National Trails Day Planning for June 3<sup>rd</sup>
- G. Social Media Updates
- H. Tree placement and planting discussion
- I. Update on the County's Active Transportation Plan

### 5. Public Comments

### 6. Board Comments

### 7. Adjournment

**File Attachments for Item:**

**A. APPROVE MINUTES FROM THE 03/22/2023 MEETING.**



## City Parks and Trails Committee Meeting Minutes

March 22, 2023 6: 00 p.m.  
Community Room, City County Complex  
414 E. Callender St.  
Livingston, MT 59047

---

### 1. Roll Call

- Clay Bolt, Jeanne Marie Souvigney, Robert Ballard, and Sarah H. Tim Stevens, Quentin Schwarz and Connor Cavigli were excused. Sarah Stands arrived late, Faith Kinnick in attendance for Grant Gager.

### 2. Approval of Minutes

#### **A. APPROVE MINUTES FROM FEBRUARY 22, 2023.**

- Robert motioned for approval, seconded by Sarah, passes 4-0.

### 3. New Business

Items A & B tabled until the next meeting when City Manager is available.

#### **~~A. BUDGET PLANNING AND PRIORITIES FOR THE UPCOMING FISCAL YEAR.~~**

#### **~~B. UPDATE FROM GRANT ON THE DISCUSSION WITH LIVINGSTON ROTARY.~~**

#### **C. PRESENTATION OF UPDATED PARKS & TRAILS MAP FOR PRINTING.**

- Jeanne shared previously there was a lot of discussion about whether to add an historic/cultural icon to the amenities to the map. Noted one correction – there was a comment that there was only one historic spot to mark and that’s not actually the case. If the City were to focus solely on parks and trails with historic or cultural signage, those that might be included are:
  - City park and trail locations with Lewis and Clark driving tour historic signs – there are a couple at Depot Park (along with other historic markers), two near the band shell in Miles Park, two at Riverside Park and one at the Myers River View Trail parking lot;
  - The statue of Sacajawea and Pomp in Sacajawea Park across from the civic center;
  - The Sisters City exchange garden at Water Plant Park; and
  - The historic KPRK bridge sign at Myers River View Trail parking lot.

## City Parks and Trails Committee Meeting Minutes

- The sign at North Side Park ‘Soccer’ needs to be removed from the title in the map says ‘North Side Park • Dickerson Field’.
- The name of the dog park at Mayors Landing, which says ‘Welcome to Moja Park, founded in 2006 in loving memory of Moja Campbell’. According to Bill Campbell, the City Commission approved renaming the dog park Moja Campbell Dog Park in either 2005 or 2006. When that sign was blown down a second time a couple years ago, the City eventually put up a new sign but called it ‘Moja Dog Park’. Faith would research and report back to Committee.
- There was discussion about adding dedicated private parkland to the map, in particular, that associated with the Northtown development. If the City decides to go that route, there may be other dedicated parkland parcels that should be added. Noting committee did not consider that with initial map development.
- Discussed the City and Public Works are working on getting legal easements for Summit Trail and the HRDC gully trail and a route from the ballfields to Mayors Landing.

### **D. PARK STREET CROSSING, LETTER OF SUPPORT**

- Tim was going to update the committee at this meeting. Faith advised the project had been identified and included in the TA Grant application that was submitted, and anticipate an award announcement at the end of the month.

#### 4. Old Business

- HRDC Gully, should the City secure easements, should that be included on the map. Will bring back at the next meeting, when city manager is available.
- Printed 4000 regular maps, and 2000 waterproof maps in 2018.
- Sarah H. shared she prepped some content for social media and sent some drafts to Lisa Lowy but hadn’t heard back. Faith asked that she copy Grant and I on those emails, Grant intends to streamline the external communications. We can add content to the bi-weekly city newsletters. Lisa has been busy working on grant writing. Sarah shared some content she’s been working on is highlighting a trail each month, off leash areas, adopt a trail, dog etiquette, ADA accessibility etc. Sarah will copy Faith and Grant on future emails.
- Robert commented that he would like to see smaller gravel applied to the trail behind the hospital. Paving project is planned for the area, Robert will follow up with Jessie Wilcox.

#### 5. Public Comments- No public comments

#### 6. Board Comments

Agendas are due to Faith, no later than one-week prior desired publication of the agenda to post on the City’s webpage. Email agendas and minutes [here](#).

## City Parks and Trails Committee Meeting Minutes

- Jeanne shared that she had received a request from Susan inquiring if the Parks and Trails Committee could make a recommendation on tree planting, wanting to donate trees. Staff advised to refer them to the City Tree Board. Discussed Bitterroot trail may be a good location as the new home construction killed off a few of those trees.
- Robert noted there are a bunch of Parks that don't have signs, Riverside, Myers, Lewis & Clark, Depot Park or have incorrect signs and would like to see that corrected and budgeted for. Discussed the City's effort to rebrand the City logo, that had just gone out to RFP. So that project is moving forward.
- There was discussion about creation of a separate informational map for the various Art Installations around the city, including the whistling statutes.
- There was discussion about the need for placing additional trash cans and dog poop bag along Myers Park, people are not collecting their poop bags and it's a long way between cans. Would also like to see a bench installed facing the Crazy Mountains and the Osprey's nest for people to pause and watch the birds.
- There was discussion as to if the Committee could create a policy governing the location materials of memorial benches across the city. Robert made a motion to put it on the next agenda, seconded by Sarah.

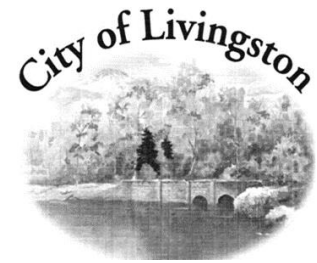
7. Adjournment 7:00 p.m.

**File Attachments for Item:**

**C. DISCUSS: MEMORIAL BENCHES POLICY RECOMMENDATION TO CITY COMMISSION (from 3/22/23 meeting)**

DATE RECEIVED: \_\_\_\_\_

City of Livingston  
Public Works Department  
330 Bennett St.  
Livingston, MT 59047  
(406) 222-5667



---

## City of Livingston Memorial Bench Application

Please complete the application fully. After we receive the application and payment, we will order the plaque and bench. The bench will be installed on a 4-ft x 6-ft concrete pad in your selected location.

### 1. Contact Information:

Your Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### 2. Name of Requested Site (Park or Trail):

\_\_\_\_\_

### 3. Please check any of the following that you would like to occur:

- Notification after installation
- Be provided with a photograph of the bench
- Receive a donation receipt and certificate

### 4. Engraving will be limited to: "In Memory of" or "In Honor of" and the name of whom the bench it to memorialize. Please indicate how you would like the plaque to read:

\_\_\_\_\_

### 5. Please send or bring this completed application and payment of \$800.00 to:

City of Livingston Parks Department (406-222-5667)  
Attn: Helen DeLaHunt  
Email: [hdelahunt@livingstonmontana.org](mailto:hdelahunt@livingstonmontana.org)  
330 Bennett  
Livingston, MT 59047

# City of Livingston Parks and Recreation Memorial Bench Program General Requirements

Most of our City parks and trails have space for additional benches. Please indicate on the application which park you would like to have the bench located in, as well as a preferred location for the bench within the park or trail. Providing a picture of the location is very helpful.

The price for each bench is \$800.00. This cost covers the bench, plaque, concrete pad, composite decking material and maintenance by the City’s Parks staff for the life of the bench.

Order times for the benches are approximately 6 – 8 weeks. Upon receipt of the bench, the Parks Department has a minimum of two weeks to arrange installation.

Plaques will be purchased and installed by the City Park staff. The requestor is responsible for replacing the plaque if it is damaged or vandalized.

If you have any questions or need assistance feel free to contact Helen DeLaHunt at (406) 222-5667.

## City of Livingston Parks & Trails Map:

