

**MINUTES**  
**CITY OF WHITE SULPHUR SPRINGS, MONTANA**  
**PARKS ADVISORY COMMITTEE MEETING**  
**MARCH 25, 2025**

**ACTION ITEMS** (Repeated from 2/11/25 meeting).

**Jen Frazer**

- Speak with the Golf Board about formalizing cross country skiing on the Golf Course.

**Jordan Kibbee**

- Smoke Stations placed at Radar and Springs Parks
- Plans for grand opening celebration.

**Kelly Huffield**

- Explore the costs to repair/replace the sign at Joanna's Park.
- *Adopt a Spot*: Finish getting agreements signed for next year. Get binder & agreements with the City, place recognition signs.

**Pattie Berg**

- Follow up with City as required.
- Follow up with Rotary Club on Shelter maintenance
- Review City Attorney's email regarding Committee Ethics rules; update Handbook as necessary.

**Call to Order, Roll Call**

The meeting was called to order by Vice Chair Jordan Kibbee at 5:155 p.m.

Members present: Vice Chair Kibbee, Jen Frazer, and Emma Hensley via zoom.

Proxies: Kelly Huffield assigned her proxy to Jordan Kibbee.

Also present: Pattie Berg, City Council Liaison.

**Approval of Minutes**

On a motion made by Jordan Kibbee and seconded by Jen Frazer the Minutes of the March 11, 2025 meeting were unanimously approved.

**Recreation Master Plan**

Review of Draft Master Plan

The Committee reviewed an updated draft Master Plan which included changes made by the Committee during the February 25, 2025 meeting, changes made by Jen Frazer and Jordan Kibbee after the February 25th meeting, and changes made by the Liaison after the March 11, 2025 meeting. Additional changes were identified and incorporated into the draft document.

The Committee reviewed information provided by Liaison, Jerry Grebenc and City Attorney Wordal regarding cash in lieu of dedicated parkland during the annexation process. This language as also incorporated into the draft document.

On a motion made by Jen Frazer and seconded by Jordan Kibbee, the Committee unanimously adopted the draft Recreation Master Plan as amended.

Liaison Berg will forward the final draft, along with the Minutes of the 3/11/25 meeting, to Great West Engineering, with a request for a final draft.

Plan for open houses to solicit comment on draft Master Plan

The Committee continues to intend to hold one session at the 4/26/25 community event. Another session will also be scheduled. Because of the time, no further discussion was held, except that the Committee directed the Liaison to request from Great West the following exhibits for the open houses:

- Community Survey results;
- Parks Maps:
  - A Citywide map showing the location of all parks.
  - A map or some kind of exhibit of each park and, on that map/exhibit, list the potential improvements the Committee identified for that park, as found in the Opportunities section of the final draft. The Committee intended for the public to be given an opportunity to comment on this or may be provided dots to 'vote', which will be decided at next Committee meeting.
- An exhibit that summarizes the cash in lieu program (including the 'sideboards' for their use), and asks the public to comment as to what "needs" cash in lieu funds should be used to address; and,
- A general comment board to tell the Committee what it didn't ask about but should have.

The Committee was wondering if it was necessary to specifically collect public comment on the table on page 29 in the Implementation section. If so, the Committee would like Great West to come up with an exhibit that will serve this purpose.

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| <b>Public Comment<br/>Committee 'good of the order' comments</b> |
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- **Jen Frazer said she would likely not be able to attend the next meeting.**
- **Liaison Berg reported that the Los Arboles play structure was delivered to City Hall, and the Crew will move it to Bair Park.**

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| <b>Adjournment and set next meeting date</b> |
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The next meeting will be held Tuesday, April 8, 2025 at 5:00 p.m.

The meeting was adjourned at about 7:15 p.m.