



## **Park Board Work Session**

**Meeting Date: Tuesday, January 13, 2025 @ 5:45 pm**

**Location: Whitefish City Hall, 418 East 2<sup>nd</sup> Street, Whitefish**

### **Agenda**

#### **A. Call to Order**

#### **B. Interviews**

Bicycle and Pedestrian Path Advisory Committee – 1 position open (Student Representative)

5:45 – Bicycle and Pedestrian Path Advisory Committee – Avery Sorenson

#### **C. Public Comments** (This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments but may respond or follow up later on the agenda or at another time. The Park Board Chair has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda.)

### **Distribution List**

Melissa Hartman, President  
Frank Sweeney, City Council Representative  
Terri Dunn, Park Board Member  
Bruce Aronson, Park Board Member  
Maria Butts, Director of Parks and Recreation

Jim DeHerrera, Vice President  
Giuseppe Caltabiano, City Council Alternate Representative  
Thomas Shea, Park Board Member  
Emily Butler, Park Board Member  
Jennie Bradford, Operations Specialist

Dear Board of park commissioners,

I am writing to express my interest in applying to be the whitefish student representative for the whitefish bike ped committee. I have been a member at large for nearly a year and I am prepared to become the Whitefish student representative. At the high school I have created a club for the purpose of consolidating student opinions and presenting them to the whitefish growth policy board. I plan on through my whitefish student representative role continuing to utilize that club to consolidate any opinions of Biking and Pedestrian infrastructure that would be discussed at the meetings at Bike and pedestrian committee.

Thank you,

Avery Sorensen



## **Park Board Meeting**

**Meeting Date: Tuesday, January 13, 2026 @ 6 pm**

**Location: Whitefish City Hall, 418 East 2<sup>nd</sup> Street, Whitefish**

### **Agenda**

#### **A. Call to Order**

#### **B. Changes to the January 13, 2026 Agenda**

#### **C. Approval of October 21, 2025 Minutes**

#### **D. Public Comments** (This time is set aside for the public to comment on items that are either on the agenda, but not a public hearing or on items not on the agenda. City officials do not respond during these comments but may respond or follow up later on the agenda or at another time. The Park Board Chair has the option of limiting such communications to three minutes depending on the number of citizens who want to comment and the length of the meeting agenda.)

#### **E. Committee Reports**

- a. Bicycle/Pedestrian Committee – Jim
- b. Tree Advisory Committee – Terri
- c. WSFF Board – Thomas
- d. WAG Board – Bruce

#### **F. Presentations**

#### **G. Public Hearings**

#### **H. Old Business**

#### **I. New Business**

- a. Review of City Beach Commercial Permit Fee Schedule and Permit Quotas
  - Consideration to approve permit quotas
  - Consideration of recommending City Council approval of fee schedule

#### **J. Other Items**

#### **K. Items from Parks and Recreation Department**

- a. Administrative Report
- b. Recreation Coordinator Report
- c. Maintenance Report
- d. Community Services Coordinator Report

#### **L. Correspondence**

#### **M. Items from the Park Board**

#### **N. Adjourn**

### **Distribution List**

Melissa Hartman, President  
Frank Sweeney, City Council Representative  
Terri Dunn, Park Board Member  
Bruce Aronson, Park Board Member  
Maria Butts, Director of Parks and Recreation

Jim DeHerrera, Vice President  
Giuseppe Caltabiano, City Council Alternate Representative  
Thomas Shea, Park Board Member  
Emily Butler, Park Board Member  
Jennie Bradford, Operations Specialist

## **Park Board Meeting Minutes October 21, 2025**

**Park Board Members Present:** Frank Sweeney, Thomas Shea, Jim DeHerrera, Emily Butler, Melissa Hartman, Bruce Aronson.

**Park Board Members Absent:** Terri Dunn.

**City Staff:** Maria Butts, Jennie Bradford.

**Guests:** Tim Hinderman, Whitefish Ski Heritage Museum

- A. Call to Order at 6:02 p.m.
- B. Changes to the October 21, 2025, Agenda. None.
- C. Approval of September 9, 2025, Minutes. Motion to approve made by Vice Chair DeHerrera and seconded by Member Sweeney. All ayes.
- D. Public Comments: Rachel Schmidt of 675 Woodside Lane with Safe Trails Whitefish is working on creating and completing a network of trails in our community. Their current focus is on the southern terminus of the River Trail. They would like to create a concept design plan to use in the River Lakes Master design plan. Safe Trails Whitefish will be announcing a community stakeholder meeting to develop this plan, which will then be presented to the Parks Board to hopefully enter into a formal public process and eventual adoption of a master plan. Safe Trails will keep everyone informed of these meeting details and projects as they progress and work commences.  
Jennifer Saucier of 4018 Whitefish Stage, Kalispell, also with Safe Trails Whitefish, wanted to piggyback on what Rachel said and asked that the board prioritize some of the projects they will be working on, one being the River Lakes Park plan. In speaking with staff, Safe Trails will detail where the Parks Board will be involved and will note those projects that will need to be considered under Capital Improvement plan over the next few years. Jennifer also asked that the City be a stakeholder in the process as there is city property in the River Lakes area and with developing how all the trails come together. The board was provided with a map that outlines some of the areas left to complete. On another note, Jennifer wanted to clarify agenda item H. a.) pertained to multi day weekend events and there was not language being developed to exclude multi week events such as the Farmer's Market. Jennifer commented on agenda item I. a.) and hopes we can find a way to fix what is currently there and keep the sign attached and expressed concerns that the proposed monument sign was grossly large and blocked the view of the Depot. If the sign was changed, she hoped it would be smaller. Vice Chair DeHerrera sought confirmation from Director Butts that the River Lakes Parkway trail was part of the Connect Whitefish Plan. Jennifer shared at this point they are wanting to make sure it makes sense to connect the other trails and have connections in the that area, as there are

contours along the river that would potentially make it difficult to build a trail. Safe Trails is going to be raising money to do the engineering work to see if it is viable. Rhonda Fitzgerald of Lupfer Ave. shared she was in attendance for agenda item H. a.) as when discussion of Depot Park comes up the Farmer's Market is always brought into the conversation. On subject of the Depot Park sign, Rhonda shared Bruce Boody designed the Depot Park Master Plan for which she was on the committee and it was intentional to keep sign low to showcase the view of the Depot.

#### **E. Committee Reports**

- a. Bicycle/Pedestrian Committee – Vice Chair DeHerrera was not at the last meeting. Director Butts attended and shared a lot of the conversation surrounding Safe Trails Whitefish and the River Trail, prioritizing and trying to identify what that would look like moving forward. Mayor Muhlfeld is still trying to connect with Amber of FWP. Staff are still working with Kenny to move the Riverbend discussion forward.
- b. Tree Advisory Committee – Member Dunn was not in attendance, so Director Butts shared the approved minutes from the June meeting were provided to the board.
- c. WSFF Board – Member Shea shared he was not at the last meeting. He expressed trouble attending the meetings lately which occur midday. He shared that things are going well according to their report. They are slowly making progress with the new facility and working with the City of Kalispell. They are working on getting bids for the roof leaks. He also shared this is the busiest public skating schedule Greg Harms can remember. Member Sweeney shared he will be Member Shea's back-up if he cannot attend the meetings.
- d. WAG Board – Member Aronson shared the new well is connected and the irrigation system is ready to go next season. The pond is draining in anticipation of reducing the turbidity. The dog park webcam is available on their website.

#### **F. Presentations**

- a. Ski Museum Walkway – Tim Hinderman shared the history of the ski museum facility and the recent installation of a 1968 bullwheel from WMR. Member Sweeney motioned to continue to work with staff and move forward with this project. Seconded by Member Shea. All ayes. Tim also spoke to the limited ADA parking (1 space). Director Butts shared as Public Works does the striping she can connect him with them. Director Butts reminded Tim to consult with the Planning Department regarding signage.

#### **G. Public Hearings: NA**

#### **H. Old Business:**

- a. Reconsideration of Park Board decision to not permit multi-weekend events in Depot Park and review of Oktoberfest 2025 turf impacts. Vice Chair DeHerrera suggested revising the Depot Park Policy to identify Oktoberfest as the only permitted multi-weekend event and for all other aspects of the policy to apply year-round, not Memorial to Labor Day.

Member Sweeney moved to revise policy to allow Oktoberfest to proceed as a multi-weekend event on the condition they increase protective measures that worked well this year and work with the Parks Department and financially support the resodding and possibly mounding or redirecting soil particularly in the NE corner where they have concerns. Seconded by Vice Chair DeHerrera. All ayes. Rhonda Fitzgerald sought clarification that Oktoberfest cannot set up or occur until after the last Farmer's Market of the season, the last Tuesday of September. Director Butts confirmed that it is accurate.

**I. New Business:**

- a. Consideration to change Depot Park monument sign to match other park signs or to have existing monument sign replaced with more durable design. Member Sweeney asked Director Butts for the best option. Director Butts said if they want to keep the same lettering, then she recommends having the sign made as 2 words. Rhonda Fitzgerald shared Heart of Whitefish could help to fund the cost. Vice Chair DeHerrera gave Director Butts direction to have Acutech create whole words ("Depot" and "Park"). Member Sweeney agreed and said find out what it will cost and then if Heart of Whitefish can contribute that would be great.
- b. Consideration to continue with combined food concession and nonmotorized watercraft rental contract. The board unanimously agreed to direct staff to continue with the model used this past summer and renew the lease (5 years) that once finalized the board can review. In relation to increasing the rent, Member Sweeney requested staff consider the concessions revenue is up 10%.

**J. Other Items:**

- a. Discussion about potential cancellations of November and December meetings. Motion to approve cancelling both meetings made by Member Sweeney. Seconded by Member Shea. All ayes.

**K. Items from Parks and Recreation Department**

- a. Administrative Report: Director Butts shared a resident's request to add more lighting to Riverside Park. The board agreed to add this to the Project List. Member Butler suggested low profile lighting like that on Texas Ave. The Glacier Twins sought approval from Director Butts to submit their annual report for the January Park Board meeting.
- b. Recreation Coordinator Report: NA
- c. Maintenance Report: NA
- d. Community Services Coordinator Report: NA

**L. Correspondence: NA**

**M. Items from the Park Board: NA**

**N. Adjourned at 8:07 p.m.**

**PEDESTRIAN AND BICYCLE PATH ADVISORY COMMITTEE**

**November 3<sup>rd</sup>, 2025**

**8:30AM**

**A) CALL TO ORDER**

Vice Chair Doug Reed called the regular meeting of the Pedestrian and Bicycle Advisory Committee to order. Board members present were Doug Reed, Jim DeHerrera, Riley Polumbus, Julie Tickle, Avery Sorensen, and Giuseppe Caltabiano. Antonia Malchik and Mary Behrendt were absent. City staff present were Parks and Recreation Director Maria Butts, Community Services Coordinator Carla Belski, Public Works Director Craig Workman, Community Resiliency Planner Tammy Zamoyski, GIS Coordinator Kevin Fitzgerald, and Legal Assistant Bree James.

There were approximately 6 people attending in addition to the Board Members and staff.

**B) APPROVAL OF MONDAY OCTOBER 6, 2025, MINUTES**

Polumbus made a motion, seconded by DeHerrera to approve the October 6, 2025, minutes with the addition of Brad Bennett's name added. **The motion passed unanimously.**

**C) NEW BUSINESS**

**a) Explore Whitefish Bike Ped Map – Zak Anderson**

Zak Anderson is planning to update the Explore Whitefish visitor maps and wants to work closely with this committee.

Caltabiano asked if they could cross link with the GIS maps.

**D) OLD BUSINESS**

**a) Riverbend/Miles Avenue Path Project**

5 units have been sold, with 3 remaining at \$20,000 / unit.

Workman explained they are holding off on the FWP 124 application due to a new regional director starting.

Reed confirmed that Malmquist was unable to get a CUP for the project, and they are just waiting for the easement to be recorded and permission form FWP.

**b) Downtown commuter bike routes and bike parking – Kevin Fitzgerald**

Fitzgerald discussed routes through Central open to pedestrians.

At the November 5<sup>th</sup>, 2025, at the Planning Commission Vision Meeting they will discuss the Bike and Pedestrian Path.

Discussions followed as to what streets to close and when. Trial days should be used.

Caltabiano prefers they pick days and times for trial runs and then advertise them.

Multiple people had concerns about parking and which streets to close.

### **MOTION AND VOTE**

**Caltabiano made a motion to pursue testing, seconded by DeHerrera. The motion passed unanimously.**

### **BOARD DISCUSSION**

Fitzgerald discussed different routes, parking ideas, and removable barriers.

Sorensen explained there is more support for cycle tracks at the High School than bikes. Behind the middle school is an area to look at.

Snow removal and sidewalks were discussed. How can they do this better?

Fitzgerald mentioned the multiples places to rent e-bikes and how they would get through town.

Polumbus asked if temporary bike parking could be added.

Reed wants to keep this discussion going.

### **E) STAFF REPORTS**

Workman is still waiting to hear back from Les Schwab regarding the easement.

Fitzgerald said they did a great job at city beach with the boat ramp.

Workman said the O'Shaughnessy building is still in the legal process.

### **F) PUBLIC COMMENTS**

Lindsay Schott, who walks and bikes a lot, is concerned about the cars speeding in town. She would like to see speed bumps throughout town.

Keegan Siebenaler from Shelter Whitefish said Central is very valuable to Whitefish and wants to see how they can use it better. He wants to keep cross streets open and raise crossings for pedestrians. Boise, Helena, and Burlington would be places to look for examples.

#### **G) COMMITTEE COMMENTS**

Reed has received requests for more lighting around Riverside Park.

#### **H) NEXT REGULAR MEETING**

Monday December 1, 2025

#### **I) ADJOURNMENT**

Reed made a motion to adjourn the meeting at 9:23am.

**PEDESTRIAN AND BICYCLE PATH ADVISORY COMMITTEE**

**December 1, 2025**

**8:30 AM**

**A) CALL TO ORDER**

Vice Chair Doug Reed called the regular meeting of the Pedestrian and Bicycle Advisory Committee to order. Board members present were Doug Reed, Jim DeHerrera, Julie Tickle, Avery Sorenson, Antonia Malchik, and Giuseppe Caltabiano. Mary Behrendt and Riley Polumbus were absent. City staff present were Parks and Recreation Director Maria Butts, Community Services Coordinator Carla Belski, Public Works Director Craig Workman, Community Resiliency Planner Tammy Zamoyski, and Legal Assistant Bree James. Kevin Fitzgerald was absent.

There were approximately 5 people attending in addition to the Board Members and Staff.

**B) APPROVAL OF NOVEMBER 3, 2025, MINUTES**

Caltabiano made a motion, seconded by Workman to approve the November 3, 2025, minutes. **The motion passed unanimously.**

**C) NEW BUSINESS**

None

**D) OLD BUSINESS**

**a) Riverbend/Miles Avenue Path Project**

Workman is waiting on Mayor Muhlfeld and Amber to meet. He will meet with Kenny, TDH and WET to develop more plans. The rendering for the design is about 80% complete and will show how the trail will look with the average high-water mark.

**b) Downtown commuter bike routes and bike parking (Kevin)**

Belski spoke with Kevin before the meeting and he has nothing new to report at this time.

Caltabiano has spoken to many different businesses and pedestrians. His suggestion is to do a 6-weekend study. This has not moved forward from the Council level at this time.

**E) STAFF REPORTS**

Workman said progress is being made with Les Schwab. They have verbally agreed to the MOU but still need to get a written agreement signed. Rachel has had 2 brainstorming meetings and is waiting for the last worksheets to come back to show the conceptual design.

**F) PUBLIC COMMENT**

Mike Fitzgerald said the 6<sup>th</sup> Street sidewalks need to be plowed because the snow has been pushed onto them.

Casey Malmquist asked Workman for an update on the Bridge. Workman said they received the easement from DNRC, and they are waiting for it come back signed.

Malmquist questioned why a flood plain permit was required from the city when the bridge would not be in the flood plain. Workman will look into the permit.

**G) COMMITTEE COMMENTS**

Belski read that Columbia Falls just passed an ordinance placing restrictions on electric motorcycles, bikes and other motorized use on bike paths and sidewalks.

Butts explained Police Chief Kelch is already working on one for Whitefish and is waiting on the State to publish new language about the laws.

**H) NEXT REGULAR MEETING – MONDAY, JANUARY 5, 2025**

**I) ADJOURNMENT**

Reed adjourned the meeting at 9:06am.

**WSFF Board Meeting**

Wednesday October 8, 2025 12:30pm - 2:30pm, Ice Rink Conference Room

**[DRAFT - NOT BOARD APPROVED]**

| <b>Agenda Topics</b>   |
|--|
| Call to order: 12:40pm   |
| Public Comment (20 minutes): Steve and Felicia Fox, representing FPP, inquired about getting more ice time and more consistent scheduling for their youth hockey program. The inherent uncertainty of finalizing the GHA schedule was cited as a challenge for their program due to the inability to plan ice time for their team. The board acknowledged this issue and shortage of available ice, and stated their position of prioritizing ice time for established user groups. Greg will continue to work with FPP to find available ice as the GHA schedule materializes.  |
| Approve Last Meeting's Minutes ( <a href="#">Minutes Archive</a> ) - Review/Acceptance of the Minutes of the September 10, 2025 regular meeting. Motion made by Sarah to approve the minutes, second by Matt. Motion passed.   |
| Attendance: Quorum at 1:20 pm with Ben attending remotely. Also present were Matt Daniels, Sarah Fitzgerald, and Jack Fallon. Absent: Ryan Ulvin, Thomas Shea, Frank Sweeney.  |
| Old business <ul style="list-style-type: none"><li>● New Rink Facility -</li><li>● Roof Leaks/Stumptown Ice Den Roof replacement<ul style="list-style-type: none"><li>○ Nothing new to report from City of Whitefish. Greg obtained a bid from another firm which came in significantly less at \$420,000. Greg will speak to Judah Gersh regarding next steps.</li></ul></li><li>● Stockman bank account<ul style="list-style-type: none"><li>○ Discussion related to establishing an account/CD at Stockman Bank with Greg to determine the amount. Motion made by Jack to establish an account/CD at Stockman Bank in Whitefish with Greg to determine the dollar amount. Second by Sarah. Motion passed.</li></ul></li><li>● CD Information<ul style="list-style-type: none"><li>○ Discussion related to signatories on the various accounts held at Glacier Bank, First Interstate, Stockman Bank, Whitefish Credit Union, and DADavidson. Motion was made by Matt to update and supersede prior WSFF Board authorized signatories on the five above listed accounts to now be Board members John T. Fallon, Matt Daniels, Ryan Ulvin, and General Manager Greg Harms. Second by Ben. Motion passed.</li></ul></li><li>● Weapon open carry policy within Stumptown Ice Den<ul style="list-style-type: none"><li>○ Jack received an email on 10/7 from Heather Smith at the City stating 'There was not a specific ordinance to quote, but I did send your question on to our City Attorney. After some discussion with the City Manager and Park &amp; Rec Director as well it was decided that the City is comfortable with Whitefish Sports Facility Foundation posting a "no carry" firearms sign.'</li></ul></li><li>● Board positions/seats for officers - maintain status quo and revisit in Nov 2025</li></ul> |
| New business -   |

|   |
|---|
| <ul style="list-style-type: none"> <li>● Fox Performance letter to Greg in regards to contracted? ice times being relinquished/changed</li> </ul>   |
| <p>Manager's Report</p> <ul style="list-style-type: none"> <li>● Public Skate - ramping up</li> <li>● Employee Update - looking for one employee</li> <li>● Schedule -</li> <li>● Maintenance issues -</li> </ul> |
| <p>User Group Updates</p> <ul style="list-style-type: none"> <li>● GSA -</li> <li>● GHA -</li> <li>● WAHA -</li> <li>● Curling -</li> <li>● Other -</li> </ul>  |
| <p>Treasurer's Report -<br/>Previous months (September 2025) financials -</p> <p style="text-align: right;">Balance Sheet</p> <p style="text-align: right;">P&amp;L</p>   |
| <p>Adjourn -<br/>Next meeting -</p>   |

## **Distribution List**

### **WSFF Board Members and Staff**

Jack Fallon (President) - Community At Large Rep [Term Expires: 10/2025]  
Sarah Fitzgerald (Vice President) - Community At Large Rep [Term Expires: 10/2027]  
Ryan Ulvin (Secretary) - Glacier Hockey Rep (GHA) [Term Expires: 10/2026]  
Matt Daniels (Treasurer) - Adult Hockey Rep (WAHA) [Term Expires: 10/2025]  
Ben Heslop - Glacier Skate Rep (GSA) [Term Expires: 10/2026]  
Thomas Shea - Whitefish City Parks & Rec Rep [Term Expires: 10/2027]  
Frank Sweeney - Whitefish City Council Rep [Term Expires: 10/2027]  
Greg Harms - General Manager  
John Piedemonte - Financial Services

### **Community Members/Others**

Aly Wells - Adult Hockey Rep (WAHA)  
Jenn Irwin - GSA Director  
Amanda Hayes - GHA Executive Director  
Maria Butts - City of Whitefish Parks Director  
Jennie Bradford - City of Whitefish Parks Office Manager  
Greg Esakoff  
Judah Gersh  
Scott Kelley



**WSFF Board Meeting**

Wednesday, November 12, 2025 12:30pm - 2:30pm, Ice Rink Conference Room

**[DRAFT - NOT BOARD APPROVED]**

| Agenda Topics  |
|--|
| Call to order: 1:25pm  |
| Public Comment (20 minutes): None  |
| Approve Last Meeting's Minutes ( <a href="#">Minutes Archive</a> ) - <b>Motion #1</b> to approve the October minutes. Sarah F moves to approve; Ryan U seconds, all in favor. Motion passes to approve October meeting minutes.  |
| Attendance: <ul style="list-style-type: none"><li>● Jack Fallon</li><li>● Sarah Fitzgerald</li><li>● Ryan Ulvin</li><li>● Ben Heslop (via phone)</li><li>● Greg Harms</li><li>● John Piedemonte</li><li>● Aly Wells - Adult Hockey Rep (WAHA)</li><li>● Jenn Irwin - GSA Director</li></ul>  |
| Old business <ul style="list-style-type: none"><li>● New Rink Facility - Landowners have requested an in person meeting with the FIA executive group to discuss feasibilities.</li><li>● Roof Leaks/Stumptown Ice Den Roof replacement - Nothing new</li><li>● Stockman bank account - Awaiting on signatory, will be done today!</li><li>● CD Information - Sarah presented an aggregate overview worksheet for review with discussions on reinvestment plans.</li><li>● Weapon open carry policy within Stumptown Ice Den - letter from City Attorney.will shape the board to draft policy and signage that is in accordance with the aforementioned City Attorneys recommendations.</li><li>● Board positions/seats for officers - maintain status quo and revisit in Nov 2025<ul style="list-style-type: none"><li>○ See new business for motions to set into place.</li></ul></li></ul> |
| New business - <ul style="list-style-type: none"><li>● Board positions/seats for officers -<ul style="list-style-type: none"><li>○ Terms expiring<ul style="list-style-type: none"><li>■ Matt D endorsed to serve another term by WAHA.</li></ul></li><li>○ Review bylaws (will also be discussed further) on officers term limits.(attached at bottom of this page).</li></ul></li><li>● Letter from WAHA in regards to separation of the over 60 group renting ice (<a href="#">Letter</a>)</li><li>● Create a work session (February) to review and amend any revisions to the current bylaws, policy that may need to be updated.</li></ul>  |

- **Motion #2** to approve Vanguard Reserve Money Market Fund for most recent CD maturity of about \$38,000. Ryan U approves the motion, Ben H seconds. All approved. Motion passes, no further discussion.
  - Board discussion to determine no necessity to stay with the laddering concept for CD.
- **Motion #3** to accept nominations for reelection of Jack F and Matt D for an additional 3 year term Ben H moves to reelect both members as seats on the board of directors. Matt D as WAHA Rep, Jack F as At-Large. Sarah F seconded. All in favor, motion passes. Both representatives will serve another 3 year term.
- **Motions #4** to elect officials (annual vote in November).
  - Motion to renew Jack F as President
  - Motion to renew Sarah F as Vice President
  - Motion to elect Matt D as Secretary
  - Motion to elect Ryan U as Treasurer
 Ryan U motions to approve officers; Ben H seconds, all in favor. Motion passes, no further discussion.

#### Manager's Report

- 10 year anniversary for the establishment of WSFF!
- Public Skate -
- Employee Update - Greg has hired an additional maintenance employee to assist a couple of times per week
- Schedule -
- Maintenance issues -
  - Shooting area to be reinforced with netting to address any further damage to structure.
  - Adding a new video surveillance system for the facility at about a cost of \$5K.

#### User Group Updates

- GSA - Full steam ahead with programming and plans for events.
  - Learn to Skate is at about 55 skaters per session!
  - Big plans and special guests for Christmas show.
  - Possible request to provide new Figure Skating specific skate sharpener. To be continued after Greg's review.
- GHA -
- WAHA - Winter league registration opens soon.
  - New fundraising efforts with 20th anniversary party and golf event coming next spring.
  - Tournament season is starting to ramp up.
  - Women's adult enrollment in registrations and tournaments is blowing up.
- Curling - Event coming up this weekend
- Other -

Treasurer's Report - John P reviewed monthly financials including Balance Sheet and Profit & Loss statements for October. As well as the 'P&L vs Actual'.  
Previous months (October 2025) financials -

[Balance Sheet](#)

[P&L](#)

Adjourn - 1:30pm  
Next meeting - December 10, 2025

## **Distribution List**

### **WSFF Board Members and Staff**

Jack Fallon (President) - Community At Large Rep [Term Expires: 10/2028]  
Sarah Fitzgerald (Vice President) - Community At Large Rep [Term Expires: 10/2027]  
Ryan Ulvin (Treasurer) - Glacier Hockey Rep (GHA) [Term Expires: 10/2026]  
Matt Daniels (Secretary) - Adult Hockey Rep (WAHA) [Term Expires: 10/2028]  
Ben Heslop - Glacier Skate Rep (GSA) [Term Expires: 10/2026]  
Thomas Shea - Whitefish City Parks & Rec Rep [Term Expires: 10/2027]  
Frank Sweeney - Whitefish City Council Rep [Term Expires: 10/2027]  
Greg Harms - General Manager  
John Piedemonte - Financial Services

### **Community Members/Others**

Aly Wells - Adult Hockey Rep (WAHA)  
Jenn Irwin - GSA Director  
Amanda Hayes - GHA Executive Director  
Maria Butts - City of Whitefish Parks Director  
Jennie Bradford - City of Whitefish Parks Office Manager  
Greg Esakoff  
Judah Gersh  
Scott Kelley

- 3.2 Qualifications of Directors.** The Board shall endeavor to appoint four Directors who shall be chosen based on the recommendations of the user groups that actively utilize the Stumptown Ice Den. In addition, the Board shall appoint **two** Directors as requested by the City of Whitefish, with it being anticipated that **one** such Director will be a member of the Whitefish City Council and **the other shall** be a member of Whitefish Park Board of Commissioners. The user groups that recommend Directors at this time are **Adult Hockey, Youth Hockey, Figure Skating, and Curling**, and it is anticipated that **one Director will be elected from each user group**. In addition, there shall be **one "at large"** Director that may be appointed by the Board. The Board is not obligated to accept a person recommended as a Director by a user group unless that person is qualified and appropriate to be appointed to the Board.
- 3.4 Terms.** Directors will be elected by the Board to serve **three-year terms**, unless otherwise stated to be a shorter term at the time of election such as for purposes of matching the term with the time period that a Director is able to commit to, or staggering Director terms so that approximately **one-third of the Directors will have terms expire each year**; provided, however, that the term may be extended until a successor has been elected. **Board Terms begin November 1 and end October 30 of each year.**

- 4.1 Board Officers.** The Board Officers of the Corporation shall be a **Chair**, **Secretary**, and **Treasurer**, all of whom shall be chosen by, and serve at the pleasure of, the Board of Directors. Each Board Officer shall have the authority and shall perform the duties set forth in these Bylaws or by resolution of the Board or by direction of an Officer authorized by the Board to prescribe the duties and authority of other Officers. The Board may also appoint additional **Vice Chairs** and such other Officers as it deems expedient for the proper conduct of the business of the Corporation, each of whom shall have such authority and shall perform such duties as the Board of Directors may determine. One person may hold two or more Board offices, but no Board Officer may act in more than one capacity where action of two or more Officers is required.
- 4.2 Term of Office.** Each Board Officer shall serve until the next annual meeting, or until such Meeting at which a successor is elected.

## Proposed Fee Adjustments for Boat Launch Passes and Commercial Use Permits Whitefish City Beach

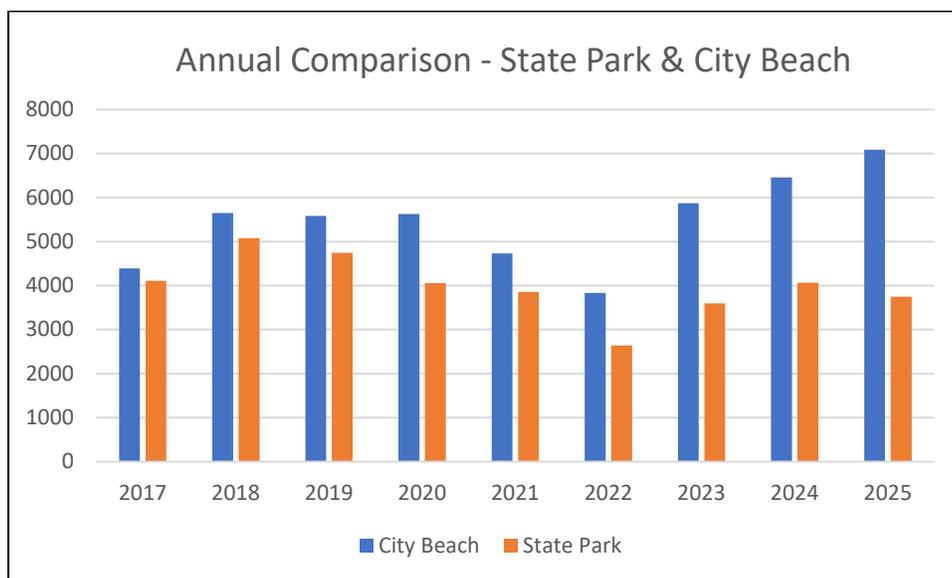
The City of Whitefish, Parks and Recreation Department is proposing fee increases for launching boats at Whitefish City Beach. Proposed fee increases include both privately and commercially launched watercraft. Funds would be used to support the aquatic invasive species program including inspections at City Beach and Whitefish Lake State Park. Watercraft decontamination will continue to be free. Funds will also support boat ramp maintenance, facility maintenance, and staffing.

In 2016, City Council approved a boat launch fee increase of \$5 to \$10 for a day pass and \$40 to \$50 for a season pass. When Council passed the increase to the launch fees, they asked staff to monitor rates to make sure they adequately pay for the city's aquatic invasive species program.

The cost to fund seasonal staff who perform inspections, decontaminations, and facility maintenance averages \$150,000 annually. Whitefish Lake Institute contributes to the cost of running the decontamination station in the amount of \$17,000 annually. Boat ramp and access road improvements were completed in fall of 2025 at a total cost of \$235,000. Increasing boat launch fees and commercial permits will help to better support the city's efforts to have a safe place to launch while protecting Whitefish Lake through a vigorous AIS prevention program.

Of special note is Whitefish Lake State Park. Although residents of Montana can launch for free, commercial use is permitted with a range of fees. Due to commercial permit fees and limited parking, we have seen use grow at Whitefish City Beach for both private launching and commercial use (see figure 1).

**Figure 1. Whitefish Inspection Station Visits**



### **Day and Season Passes – current situation**

In 2025, City Beach sold 1,099 day passes at \$10 per launch for a total of \$10,990. Additionally, 22 punch cards were sold at \$50 each for a total of \$1,100 (commercial permit holders only). A total of 350 season passes were sold at \$50 each for a total of \$17,500. Total day use and season pass sales for 2025 was \$29,590. Day and season pass fees have not increased since 2017.

As the threat of zebra mussels stems primarily from out of state watercraft, out of state visitors have also not contributed to infrastructure improvements at the boat ramp funded by residents. Numerous other ramps have a resident and non-resident fee schedule as noted below in the examples.

### **Boat Launch Fee Comparison examples:**

- WF Lake State Park – Residents free, \$8 non-resident
- Collier County - \$100 resident, \$250 non-resident (annual)
- Town of Minocqua - \$100 non-resident seasonal, \$10 single day, \$30 three-day, \$70 weekly
- Kootenai County - \$15 daily launch fee (ID resident), \$30 non-resident; \$50 annual resident, \$150 non-resident
- City of McCall, ID- \$15 day pass, \$30 non-resident day; \$100 annual resident, \$200 annual non-resident
- Mineral Ridge, ID (BLM) - \$12 daily, \$80 annual
- Canyon Ferry, MT - \$5 daily, \$50-100 annually (depending on which launch)
- Lake Tahoe, NV - \$20 per launch (\$24 non-NV vehicles)
- North Tahoe PUD - \$17 per vessel and \$60 non-residents
- Tahoe City - \$20 residents, \$75 non-residents, \$195 season pass (resident/property owner), \$1,050 (non-resident)
- South Lake Tahoe Parks and Recreation - \$17 day use, \$138 season pass
- Cave Rock State Park, Tahoe: \$20 daily boat launch (non-NV \$25)
- Lake Shasta, CA - \$17 daily, \$215 season pass

### **Proposed City Beach Boat Launch Fee Schedule**

| <b>What</b>                     | <b>Current Fee</b> | <b>Proposed 2026 Fee</b> |
|---------------------------------|--------------------|--------------------------|
| Day Launch Resident*            | \$10.00            | \$15.00                  |
| Day Launch Non-Resident         | n/a                | \$30.00                  |
| Season Pass Launch Resident*    | \$50.00            | \$100.00                 |
| Season Pass Launch Non-Resident | n/a                | \$200.00                 |

\*Resident – Watercraft is registered in Montana.

**Commercial Permits Current Situation:**

The Commercial Boat Launch Permit program was first established in 2017 with 9 permits issued that year. In 2025, there were a total of 24 permits issued. Permit holders pay a \$125 flat fee upfront, which includes one season pass or one punch card. Revenue from commercial permits was \$3,000 for the 2025 season. Fees have not increased since 2017.

Commercial permit holders use the launch heavily. In the spring and fall, boat delivery and pick up dominate the launch, although public use at these times is low. During the summer, motorized watercraft rentals and guided trips are the primary commercial users of the launch. Not only does this add to the busyness of the launch during peak public use, but it also adds to the demand for parking by commercial clients.

In 2021, Park Board established limits on the types of Commercial Use Permits issued for Whitefish City Beach. The city allows up to six permits for businesses providing guiding services and up to four permits for motorized rental delivery businesses. There are no limits on boat storage/delivery, marine service/sales, and dock service permits. Non-motorized rental delivery is not permitted at the beach but is allowed at riverfront parks with a limit of 5 per day.

The rental permit quota has been filled every year since limits were imposed. In 2025, there were 4 businesses on the waiting list. Staff have also identified other individuals renting personally owned boats on websites such as *Boatsetter* and *GetMyBoat*. Additionally, the rental of e-motorized hand launch watercraft, a relatively new form of recreation, is a potential commercial use that needs to be evaluated in the permitting process.

The guiding permit quota is limited to 6 permits with most years having only 2-3 businesses applying for a permit. A reduction in the number of guiding permits should be considered.

**Other commercial permit examples:**

- Montana State Parks – Livery/watercraft delivery \$150.00 per year; non-consumptive (dock services) \$50-\$1,000 per launch (dock service and construction); service providers (guided trips, high use rentals) \$5 per client day
- Town of LaGrange, WI: Commercial installers/users \$500
- Kootenai County - \$200-\$500
- City of McCall, ID - \$1,500 commercial use permit (includes 5 annual stickers)
- Lake Forest Boat Ramp, Tahoe - \$1,000 commercial vessel season pass

**Proposed Commercial Boat Launch Permit Fee Schedule**

| <b>What</b>  | <b>Current Fee</b>                            | <b>Proposed 2026 Fee</b>            | <b>Proposed Permit Quota</b> |
|--|---|-------------------------------------|------------------------------|
| Commercial Boat Launch Permit – Watercraft Delivery, | \$125 (includes one season pass/punch card) * | \$500 (includes two punch cards) ** | No limit                     |

|  |   |   |  |
|--|---|---|--|
| Dock Services, Sales, and Marina launching                             |   |   |  |
| Commercial Boat Launch Permit – Motorized Rentals (including e-motors) | \$125 (includes one season pass/punch card) * | <b>Level 1</b> – 0-15 launches per season \$500 (includes one season pass)**<br><b>Level 2</b> – 15-30 launches per season \$750 (includes two season passes)**<br><b>Level 3</b> – 30 plus launches per season \$1,000 (includes three season passes) ** | <b>Level 1</b> – 2 permits<br><br><b>Level 2</b> – 2 permits<br><br><b>Level 3</b> – 2 permits |
| Commercial Boat Launch Permit – Guiding                                | \$125 (includes one season pass/punch card) * | \$500 (includes two punch cards)**  | 3 permits  |
| Commercial Boat Launch – River Non-motorized                           | \$125   | \$250   | N/A  |
| Commercial Launch E-motor (use of motorized mooring area on beach)     | N/A   | \$5 per watercraft and \$50 season pass per watercraft  | (see rental and guiding permits above)   |
| Commercial Motorized Punch Card  | \$50 (5 launches)                             | \$100 (5 launches)  | N/A  |

\* Must pay any additional boat launch fees – single launch (\$10) or season pass (\$50).

\*\* Must pay any additional boat launch fees – single launch (\$15) or season pass (\$100).

### **Proposed Permit Hours for Dock Service Providers**

The Parks and Recreation Department is proposing to set specific permitted hours for dock service providers, as they typically require extended use of the ramp for material delivery. Proposed times for dock service providers to launch and/or get materials delivered to the launch are 7-11am and 6-9pm. In the event of an emergency service request, dock service providers can contact the Lead Ranger on duty to request access between 11am and 6pm.

### **Summary**

Total revenues generated by the City Beach Boat Ramp in 2025 were \$32,590, which only covers about 20% of the costs to run the ramp, maintain City Beach Park, and perform inspections and decontaminations at City Beach and Whitefish Lake State Park. Recently the city has had to make financial investments in infrastructure improvements that were not able to be supported by revenues generated from use of the boat ramp. By increasing user fees directly tied to boat

ramp use, the cost to operate the boat launch is passed on to both private and commercial users who utilize the amenity the most. The proposed fees align with regionally similar facilities and are not excessive.

The proposed changes are scheduled to be discussed by the City Council during a Work Session on January 20<sup>th</sup>. This evening staff is requesting the Park Board review the proposed fee schedules and permit quotas and provide feedback for staff to take to the City Council. Additionally, staff are requesting the Park Board consider approval of the proposed permit hours for dock services.



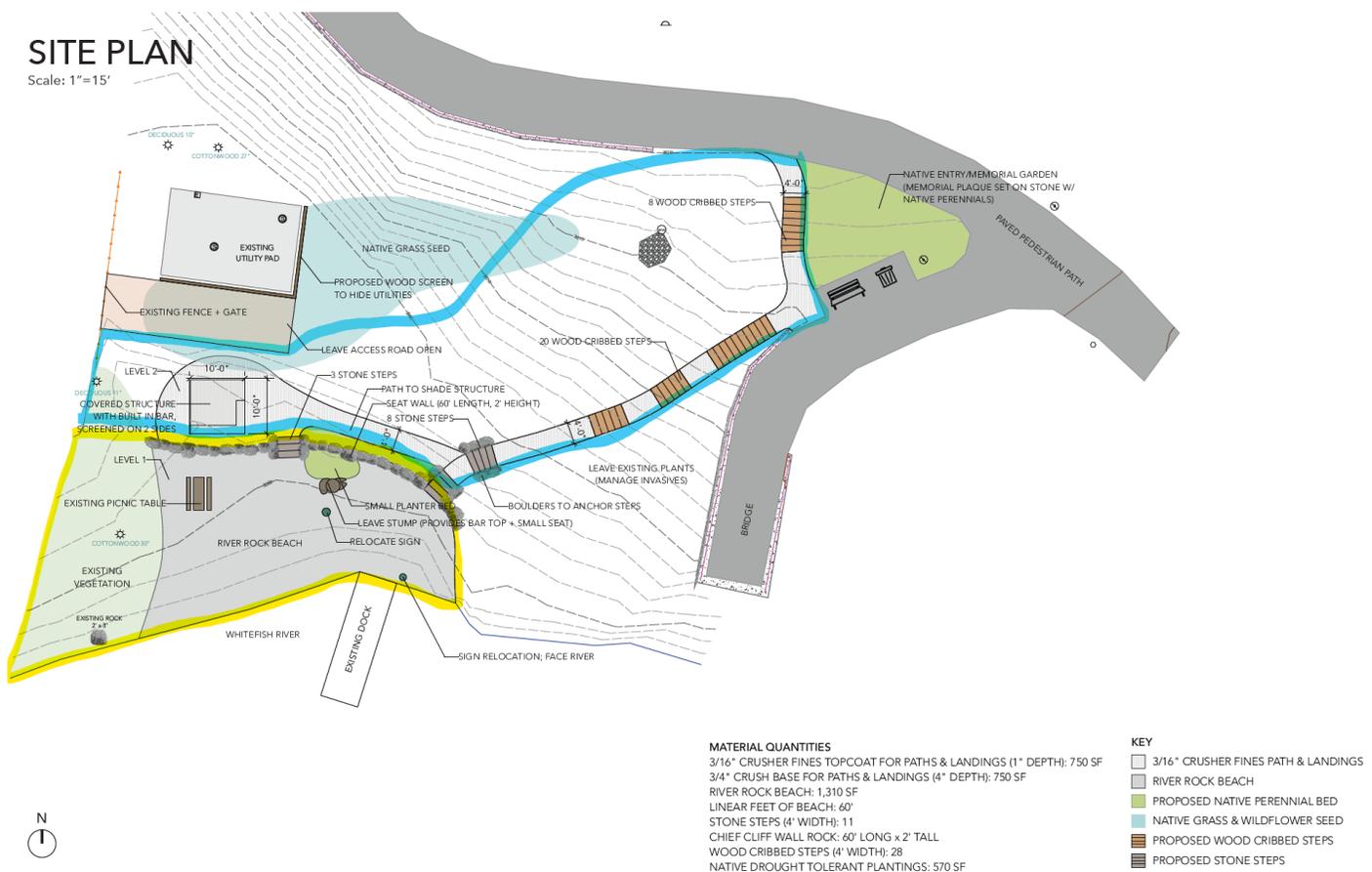
Park Board Administrative Report January 2026

To: Park Board

From: Maria Butts, Director of Parks, Recreation and Community Services

**Skye Park**

Phase I of this project (yellow highlighted area) was completed last fall. We will seed disturbed areas in the spring. Fundraising for Phase II (blue highlighted area) has already begun.



**Armory Park**

The agreements for the restroom and playground path project have been signed. Work will begin in the spring.

**City Beach Boat Ramp and Drive Lane**

These projects were successfully completed last fall.

**Coordination with Chamber on Oktoberfest Impacts to Depot Park Turf**

We have invoiced the Chamber for their portion of the Depot Park turf repairs following last year's Oktoberfest. The Stumptown Get Down was invoiced for their portion of the turf damage as well. We will assess the outcome of this work in the spring. Staff did fill and seed the low spots on the west side of the park at no cost to

event organizers. RPA reassessed the drainage of the park and confirmed it is draining properly. It was engineered to drain east to west, which explains why the Chamber is seeing rain coming in on the east side of the tent. RPA did suggest the Chamber reach out to the Range Riders or Barn Door Rentals as they have temporary flooring similar to what was used this past year. As the Park Board has asked staff to work proactively with the Chamber on solutions to further reduce damage to the turf, I have asked the Chamber to evaluate the feasibility of placing the temporary flooring under the entire tent and in high traffic walkways and report back to staff.



Whitefish Parks and Recreation  
Recreation Coordinator Report

To: Park Board Members  
From: Liz Records, Recreation Coordinator  
Date: January 7, 2026

**After School**

We had a great Winter Break Camp last month, which included field trips to Stumptown Art Studio, Montana's Great Indoors, the Ice Den, Whitefish Library, Pin & Cue, swimming at the Wave, and more.

**Youth Programs**

Our K-4 basketball program is bouncing into season. Kinder and 1<sup>st</sup> grade started this week, the rest will start next. Parents are continuing to volunteer to coach for this program, which is needed to keep this program running.

Girls 5<sup>th</sup> and 6<sup>th</sup> grade Lil Dribblers basketball starts this week at the middle school gymnasium. We currently have 25 girls signed up, and we are looking forward to another fun season with them.

Middle School Friday Night Ski/Snowboarding will start February 6.

We are offering our Toddler Open Gym at the Armory again this year. Kids aged 0-5 and their parents can romp around the Armory during these cold months on Wednesdays from 8:30-10:00am.

## January 13, 2026, Park Board

### Parks Staff Report

#### 1) Parks:

- Installed bike rack at Kay Beller Park.
- SFQ for Mountain Trails Walkway.
- Snow removal.
- Service requests and work orders.

#### 2) Buildings & Paths:

- Restroom graffiti removal.
- Equipment maintenance.
- Snow removal.
- Maintenance on closed restrooms.

#### 3) Urban Forestry/Landscape:

- Snow removal.
- Attendance at a Safety Workshop in Kalispell.
- Repaired and added Christmas lights in Depot before the stroll.
- Windstorm tree clean-up. We lost 1 Englemann Spruce in Depot Park, and 2 Englemann Spruce in the Whitefish Cemetery.



To: Park Board  
From: Carla Belski  
Date: January 2026  
Subject: Community Services Report

AIS program:

- Working with FWP to update watercraft inspection application.
- Working with WLI to update the inspection key to match recent changes to state protocols.

City Beach:

- Researched boat launch and commercial permit fees to update fee structure for City Beach.
- Drafted new lease for 16 Hands for flotation and concession services at City Beach.

Grants:

- Worked with Jen and Philip to complete an Urban Forestry Grant application with the DNRC.
- Submitted annual application to Tree City USA.

Whitefish Trail:

- Compiled public comments and drafted mitigations for the Whitefish Trail annual review.
- Managed trail construction contracts and attended grand opening of Murray Connection Trailhead and trail in Beaver Lakes.
- Drafted lease and construction agreements for GNC groomer barn at Big Mountain Trailhead.

To Whom It May Concern,

Thank you for taking time to read this letter. My name is Liz Wickhamshire and I am writing to share my **observations, concerns, and suggestions concerning Soroptimist Park on Minnesota Avenue.**

I grew up in Whitefish and am lucky to be raising my own family here. My husband, toddler, and I live in the City Beach neighborhood and feel grateful to have access to the lake as well as Soroptimist Park. We visit the park multiple times a week as it is within walking distance of our home and my daughter loves all that the park offers. **We appreciate very much how well the city keeps the park mowed, the garbages emptied, and the overall facilities in good working order.**

**My concern lies in the dogs and their owners** who also make good use of the park. Although many dog-owners act responsibly when they visit the park, there have been too many instances of the opposite occurring that I am now compelled to address the issues with the city.

**First, dog waste has become a real problem and deterrent to me bringing my toddler to the park.** I cannot count the number of times I have had to clean my little one's shoes because she stepped in a pile, even though I strive diligently to prevent this. The piles of poop are found not only in the grassy area, but also near the pavilion and in the wood chip playground area. Even my dog-loving and defending husband was disgusted the last time he took our toddler to the park as he had to dodge poop piles while chasing her around. As we all know, lack of proper dog waste disposal is not only disgusting (especially when your baby steps in it and then smears it down the slide or on the stroller), but is also a health hazard for other animals and humans.

**Secondly, I am concerned for the safety of children at the park.** Throughout the summer I have witnessed multiple incidents of unknown and unwelcome dogs approaching small children. Parents have shielded their children while the dog owners act as if it is cute. Many times dogs have come barreling toward my baby trying lick her face- not only is that gross, but they are big enough to knock her down.

Today was the final straw for me: my toddler was playing right beside me by the merry-go-round and a lady entered the park with her dog. The dog was unleashed but had a muzzle on. As they walked through the playground, the dog suddenly noticed my toddler and began aggressively barking and quickly approaching us as the owner frantically yelled and ran to tame her dog. Luckily nothing worse than a scare happened.

**My point in writing this letter is that the dogs at Soroptimist Park pose a safety concern to children and also make the park unsuitable to play in because they leave their waste in the woodchip playground area intended for children.**

**My suggestion and request is that the city install a fence between the grassy area and the playground/basketball court area.** This allows children to freely play without the worry of unwanted dog encounters and dog waste, and it allows the dogs to have plenty of room to roam and play fetch in the grassy area.

Please consider this solution to an ongoing, frustrating, and worrisome problem that I and other parents have been dealing with.

Thank you very much,

Liz Wickhamshire

