

## MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE** December 9, 2015  
**AND LOCATION:** Community Center



**ATTENDEES:** PRC Board Members:  
Rick DeVore, Tom Rupsis, Marcia Clausing, Rich Lorenz,  
Catherine Grott, Dayton Rush, Mark Wahl, Lew Morris  
PRPL Staff Members:  
Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Kory Thomson, Recreation Superintendent  
Mark Jarvis, Park Planner  
Chris Waite, Volunteer Coordinator  
Lee Stadtmiller, Cemetery Superintendent

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### I. MEETING CALLED TO ORDER

Chairman Rick DeVore called the meeting to order at 11:30.

#### A. INTRODUCTIONS

Michael Sanderson, Sanderson Stewart Company

#### B. APPROVAL OF THE MINUTES

*A motion was made to approve the November 18, 2015 minutes. Board member Marcia Clausing approved the motion. Board member Lew Morris seconded. On a voice vote, all were in favor and motion passed.*

#### C. ADDITIONS TO THE AGENDA

None

### II. DIRECTORS REPORT – Michael Whitaker

Michael said staff is working with Sign Products on a kiosk that will be located at the trail head in Swords Park. (A rendering was passed out at the meeting.) The kiosk will have panels and one of those panels will include people and/or organizations that have donated to Swords. He said the kiosk has not been installed yet but has been built.

Michael said Mark Jarvis is working on the Mount Vista Subdivision project. He said we have hired a consultant to help us with the master plan for a park in that subdivision. Rick asked for someone from the board to be on a committee that will review concepts. Rich Lorenz offered to be on the committee.

Michael said the management agreement with the Billings Mustangs expires in December

2016. He said the City/department will sit down next week with the Mustangs management to begin discussion of the agreement.

### **III. PUBLIC/BOARD COMMENT**

None

### **IV. NEW BUSINESS**

#### **A. 3 Year Deferred Park Maintenance Plan:**

Michael said staff will be updating the 3 year Deferred Park Maintenance plan. He said we need to update some of the prices on it. He said he will bring back the revised plan to the board to review in January.

#### **B. Dehler Park:**

Board member Catherine said it has come to her attention that the new owners of the Billings Mustangs have asked to move the fence in left field at Dehler Park. She said they wanted it moved to make room for a possible zip line. Michael Whitaker said we would have to look at the costs involved. He said currently part of the agreement negotiations to look at making some changes at the stadium and this could be included in the discussion. Catherine said it was told her that the owners have offered to pay for having the work done. Michael said the City/department is willing to discuss their intentions and to facilitate if they are willing to pay. Catherine said she will move on this and have the owners contact the department.

### **V. OLD BUSINESS**

#### **A. Yellowstone Kelly Interpretative Site:**

Michael Sanderson from Sanderson Stewart, gave a presentation on the proposed interpretive site for Yellowstone Kelly's grave. He said their overall intent is to restore the site.

Plans are to:

- define the parking area
- retaining walls
- creating impressions for water retention
- one entry signage
- create a visual buffer
- seating area by gravesite
- signage panels with history information
- signage with Native American history information

Board chair Rick DeVore entertained a motion on approving the concept. ***Board member Catherine Grott recommended the proposed concept as presented by Sanderson Stewart be shown to the City Council for final approval. Board member Marcia Clausing seconded. On a voice vote, all were in favor and motion passed.***

This project is being funded by donations and Park District 1. Michael Whitaker

said the total to date in donations is around \$260,000.

**B. South Park Sprayground:**

Mark Jarvis said the construction contract went before City Council on November 23<sup>rd</sup> was approved. He said we are now waiting on bonding and insurance before proceeding with the construction. He said the sprayground should be open May 18<sup>th</sup>.

**C. Centennial Park Master Plan:**

Rick DeVore said the Centennial Park met on Monday to discuss further funding for this project. He said the group has come to a standstill. He said the group is unsure on whether to proceed any further until the board and staff has heard back from Council on what they want to do for funding this park.

It was commented that we should to talk with Council over our plans and to a price tag on costs relating to certain important features such as parking and sidewalks.

Michael Whitaker said he recently spoke with the City Administrator on development of the park. He said she was receptive on doing it in phases. She had suggested starting with the infrastructure such as the parking, sidewalks, irrigation etc. and then to a second phase which would include the amenities. He said he will talk with the Administration further and see what would be supported. He will give an update at next month's meeting.

**VI. DIVISION REPORTS**

**A. Recreation Division-Recreation Superintendent Kory Thomson:**

Recreation Superintendent Kory Thomson's report was given to the board for review. A copy of the report is in the 2015 board binder. In addition to his report, Kory said the winter/spring brochure went out this week. It is in the December Simply Family magazine.

**B. Park/Urban Forestry Division-Park Superintendent Jon Thompson:**

Park Superintendent Jon Thompson's report was handed out at the beginning of the meeting. A copy of the report is in the 2015 board binder. In addition to his report, Jon said they are still unable to do the skating rink due to the warm weather we are having. He said if the temp does drop for more than week, they can start doing the rink.

Jon said staff is finishing up the playground fall protection at several of the parks. He said once in the next week weather permitting, all 40 of our playgrounds will meet fall protection standards.

**C. Park Planning Division-Park Planner Mark Jarvis:**

Park Planner Mark Jarvis report was given to the board for review. A copy of the report is in the 2015 board binder. In addition to his report, Mark said

**D. Volunteer Coordinator's Report-Chris Waite:**

Volunteer Coordinator Chris Waite's report was given to the board for review. A copy of the report is in the 2015 board binder.

**E. Cemetery Division-Cemetery Superintendent Lee Stadtmiller:**

Cemetery Superintendent Lee Stadtmiller report was given to the board for review. A copy of the report is in the 2015 board binder.

**VII. ADJOURNMENT**

12:53 pm