

## MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE** March 10, 2016  
**AND LOCATION:** Community Center



**ATTENDEES:** PRC Board Members:  
Rick DeVore, Tom Rupsis, Dayton Rush, Lew Morris, Marcia Clausing, Darwin George, Rich Lorenz

PRPL Staff Members:  
Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Kory Thomson, Recreation Superintendent  
Lee Stadtmiller, Cemetery Superintendent  
Mark Jarvis, Park Planner  
Chris Waite, Volunteer Coordinator  
Mike Pigg, Park Supervisor

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### I. MEETING CALLED TO ORDER

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

#### A. INTRODUCTIONS

City Staff: City Administrator Tina Volek, City Attorney Brent Brooks  
Amend Park Development Council Dennis Pyburn and Mike Mayott  
Billings Gazette Mike Ferguson, Pat Bellinghaussen  
Public: Chris Jones, Terry Stapleton, Sara Campbell, Kristen Hammler

#### B. APPROVAL OF THE MINUTES

*A motion was made to approve the February 10, 2016 minutes with a change in a word spelling. Board member Rich Lorenz approved the motion. Board member Tom Rupsis 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 there are several proposals in to update the Master Plan at Optimist Park. He requested for a board member to sit on the committee that will be reviewing the proposals. Board member Dayton Rush said he would be able to do it.

### III. PUBLIC/BOARD COMMENT

None

#### **IV. OLD BUSINESS**

##### **A. Animal Control Ordinance:**

Park Planner Mark Jarvis said the Animal Control Board has approved the revised ordinance. He said the Animal Control Board and PRPL staff will be working on how the new ordinance will be implemented. The Animal Control Board will be presenting the ordinance to Council at an upcoming council meeting.

##### **B. Park District #1 Projects Update:**

Director Michael Whitaker gave a PowerPoint presentation on the PD1 projects that have been completed, currently being worked on and those that are upcoming. A copy of the PowerPoint is in the board binder.

##### **C. Amend Park Agreement (APDC):**

Michael reminded the board that they had voted to recommend to Council not to renew the APDC agreement. He said after discussion at the City Council work session, it was their recommendation for us to work through this agreement with the APDC. Michael said that after that city staff met with the user groups to see how we could work through the issues we have with this agreement and organization. He said it appears that the APDC is moving forward on putting their organization back together. He said a new president has been elected, Mike Mayott. He said the City Administrator will be presenting a staff report to Council to renew the agreement with the contingency that we meet again for negotiations by January 23 of 2017.

Michael said the department/city plans to take over field/turf maintenance. He said the current services provided at no cost by the department for turf management is \$263,978. He said the department will be billing on a monthly bases the APDC a season total of \$101,000 for field/turf maintenance. He said the APDC will be handling field stripping, scheduling and fees for field usage.

Mike Mayott spoke on his role as president, what changes are being made and what the APDC duties will be this coming year.

- The APDC has formed a council/board again. It contains at least 10 members. They have elected officers. A variety of user groups will be making up the council/board.
- There plans are to make sure things are ready for the spring season which will include stripping of the fields and scheduling.
- They are looking at last year's fees with user groups and working on getting a handle on this year's fees.

There was no planned action to take but Board member Tom Rupsis requested for action.

***Board member Tom Rupsis requested to entertain a motion to concur with the staff recommendation and that this is the proper way to go forward and that we***

*essentially are changing the vote from last month given the recent conversation that we have had and we concur with the direction of the staff and APDC. Board member Darwin George seconded.*

Board Chair Rick DeVore requested discussion on the motion. He said there were plans to leave things as they were because of the fact this motion would be changing the board vote from last month. He also said this motion would be that the board is disapproving last month's vote. Tom expressed that his motion wasn't changing the alternative motive to disapprove the lease agreement. He felt it was giving the board with the additional information coming forward that progress has been made over the last month. Rick said he disagreed with what he was saying and said that there all kinds of different things in that lease agreement that we talked about that the APDC has not met over the last year that we are not talking about today. He would recommend that we just leave it as it is and not make a recommendation. He felt we should leave the previous motion that was passed last month at a vote 4 to 3 on the table as a possible option for Council.

*Tom said he is making a motion to make a motion on his requested motion because it has already been seconded. Board Chair asked for the board to make a voice and hand raised vote on Tom Rupsis motion. Those in favor were Board members Tom Rupsis, Darwin George, Lew Morris and Marcia Clausung. Those board members against were Rick DeVore and Rich Lorenz. Board member Dayton Rush requested to abstain due to the fact that he felt we should not even be making this motion. Due to a 4 in favor, 2 against, and 1 to abstain, the motion passed.*

## **VI. NEW BUSINESS**

### **A. LWCF Grant-Hawthorne Park:**

Chris said the Land Water Conservation Fund Grant is a Federal Grant funded by the states. He said they have secured funding this year. He said we have looked at potential projects and came up with Hawthorne Park playground renovation. He said to receive the funds we must first come up with the funds for the project and they will reimburse us once the project has been complete. Timeframe for this project is late fall or next spring. The amount we are apply for is \$125,000.

Board chair DeVore asked for action on moving forward on presenting this funding request to council. *Board member Darwin George made a motion. Board member Lew Morris seconded. On a voice vote, all were in favor.*

### **B. Proposed Cemetery Fee Increase:**

Cemetery Superintendent Lee Stadtmiller presented a 15% fee increase for Mountview Cemetery. Lee said the last time the fees were raised was two years ago.

It was asked how his fees compared to other cemeteries within the city. He said were either lower or equal too.

The board took action on the proposed fee increases.

***Board member Tom Rupsis made a motion to recommend to Council to accept the revised Cemetery fee schedule as presented. Board Member Darwin George seconded. On a voice vote, all were in favor and motion passed.***

## **VII. 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 2016 board binder.

### **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 2016 board binder.

### **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 2016 board binder.

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

Volunteer Coordinator Chris Waite's report was handed out at the beginning of the meeting. A copy of the report is in the 2016 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 2016 board binder.

## **VII. ADJOURNMENT**

1:10 pm