

# MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE** April 13, 2016  
**AND LOCATION:** Community Center



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

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## I. MEETING CALLED TO ORDER

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

### A. INTRODUCTIONS

Mike Ferguson, Billings Gazette  
Ann Clancy, Clancy Consultants

### B. APPROVAL OF THE MINUTES

*A motion was made to approve the March 9, 2016 minute. Board member Rom Rupsis approved the motion. Board member Lew Morris seconded. On a voice vote, all were in favor and motion passed.*

### C. ADDITIONS TO THE AGENDA

## II. DIRECTORS REPORT – Michael Whitaker

Michael asked for Recreation Supervisor Kory Thomson to give an update on staff changes. Kory announced that Robin Grinsteiner, Senior and Community Center Director/Recreation Supervisor will be retiring at the end of May after working for the city over 40 years. He said we will advertise for her position in May and it should run around 4 weeks. We hope to have someone in place by July.

## III. PUBLIC/BOARD COMMENT

None

## IV. OLD BUSINESS

### A. Department Vision, Mission and Core Values:

Ann Clancy gave an overview on the process she used to help create the Vision,

Mission and Core Values. The Vision, Mission and Core Values statements were handed out to the board for review. After their review Michael Whitaker asked for their approval of the statements. A comment was made to change the Vision statement. It read *"To be Montana's leader in connecting people to nature & healthy lifestyles."* It was suggested to remove the word "to" and add a coma so that it read; *"To be Montana's leader in connecting people, nature & healthy lifestyles."* ***Board member Catherine Grott made a motion to recommend to City Council the Departments Vision, Mission and Core Values statements as presented by staff with the change to the Vision statement for approval. Board member Lew Morris seconded. On a voice vote, all were in favor and motion passed.***

Michael said the statements will help drive our updating Comprehensive Plan which is over 17 years old. He said we build upon the statements and Comprehensive Plan.

**B. Centennial Park Funding:**

Board chair Rick made a request for the board to relook at funding for the Centennial Park project. He presented several ideas he had; do an SID, use general fund bonds, use the general fund surplus, or use park of Park District 1. He said he would like to reconvene with the Centennial Park committee that included board members Marcia, Tom, Dayton and himself to come up with a better presentation that would include numbers and more information and bring it to the next board meeting.

**VI. NEW BUSINESS**

**A. Rose Pool Bathhouse Fire:**

A fire was started at the Rose Pool bathhouse. It is believed to be caused by vandalism. The concession area was destroyed as well as a portion of the roof. Staff has hired CTA to evaluate the structure. They are working to get it temporally workable. Pepsi will be providing a concession trailer. The department should be able to partially use the building. Michael said in our five-year plan for PD1 funding, Rose Pool bathhouse was scheduled to be replaced in 2018. He said they are now looking at moving that project up into this next fiscal year 2017. year.

**B. Proposed Grant Program:**

Board chair Rick suggested doing an annual allotment/assessment of a dollar amount as part of Park District 1 for a grant program.

His thought process is that since a lot people use the parks they pay for upgrades, example was lights on tennis courts, maybe do something to get their user fees lowered. Annual assessment and grant program- committee of staff and board members would set deadlines for this scholarship. People would apply for it like normal scholarship programs and a committee group of board and staff would approve the applicants.

Catherine Grott questioned on whether each grant would have to before Legal and

City Council.

Michael said we could look at this, this fall and have further discussion.

**C. Amend Park Maintenance:**

APDC has agreed to contract with the City to upgrade the maintenance through the end of June. The agreement was signed on Monday. It includes fertilizing, over seeding, weed control and a weekly second mowing.

Costs to do repairs on the restroom is around \$40,000. Still no word yet on who will be covering the costs to have the repairs done. Portable restrooms have been placed out there temporarily.

**VII. DIVISION REPORTS**

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

Recreation Superintendent Kory Thomson's report was handed out at the beginning of the meeting. A copy of the report is in the 2016 board binder.

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

No report

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

Park Planner Mark Jarvis report was handed out at the beginning of the meeting. 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 sent out to the board for review. A copy of the report is in the 2016 board binder.

**VII. ADJOURNMENT**

1:10 pm