

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

**MEETING DATE
AND LOCATION:** January 11, 2017
Community Center



ATTENDEES: PRC Board Members:
Rick DeVore, Tom Rupsis, Lew Morris, Rich Lorenze, Jim Ronquillo, Chuck Platt, Marc Wahl
PRPL Staff Members:
Mike Whitaker, Director
Kory Thomson, Recreation Superintendent
Jon Thompson, Park Superintendent
Lee Stadtmiller, Cemetery Superintendent
Mark Jarvis, Park Planner
Mike Pigg, Park Supervisor
Steve McConnell, City Forester

I. MEETING CALLED TO ORDER

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

A. INTRODUCTIONS

Mike Mayott, APDC
Mike Ferguson, Billings Gazette
Sara Campbell, Public Attendee
Boris Krizek, Public Attendee
Michael Verseman, Land Design
Steve Zeire, SBURA

Jim Ronquillo and Chuck Platt were introduced as the newest members of the Park Board.

Steve McConnell was introduced as the new City Forester. Steve came here from Spokane Washington. He has a PHD in Forestry Ecology and Management.

B. ADDITIONS TO THE AGENDA

None

C. APPROVAL OF MINUTES

A motion was made to approve the December 7, 2016 minutes. Board member Lew Morris approved. Board member Rich Lorenz seconded. On a voice vote, all were in favor and the motion passed.

II. DIRECTORS REPORT – Michael Whitaker

None

III. PUBLIC/BOARD COMMENT

None

VI. NEW BUSINESS

A. Board Elections:

Rick DeVore was nominated for the Board Chair position.

A motion was made to have Rick DeVore as PRC Board Chair. On a voice vote, all were in favor and motion passed.

Tom Rupsis was nominated for the PRC Board Vice-chair position.

A motion was made to have Tom Rupsis as Vice-Chair. On a voice vote, all were in favor and motion passed.

B. Amend Park Management Agreement:

City staff and the Amend Park Development Council (APDC) met several times to discuss and update the current agreement between the City and the APDC. A revised agreement was presented to the Park board for their approval. Several members of the board requested the following changes be made to the agreement;

- Put in writing more documentation that there would be scheduled inspections/walk through done jointly with the City and APDC in the spring and again in the fall of the grounds and facilities.
- Develop an MOU between the City and the APDC regarding what turf maintenance will be performed during the year and charges. Such as “Create a spring, summer, fall, and winter maintenance”.
- Have a financial schedule meeting sometime in the early spring and again in the fall.
- Insert the information document on turf care.

A recommendation was made for City Council to approve the updated Amend Park Development Council agreement between the APDC and the City of Billings based upon the suggestions made from the PRC board. Board member Darwin George approved the motion. Board member Lew Morris seconded it. On a voice vote, all were in favor and the motion passed.

The agreement will go before City Council January 23rd.

VII. OLD BUSINESS

A. Optimist Park Master Plan:

- The master plan for Optimist was partially funded by the South Billings Urban Renewal Association (SBURA) and the half was funded by City Council.
- Held meetings with the stake holders and user groups and received their input. There were two public meetings. They were publicly announced and

area residents were sent a personal invitation. Based on recommendations from those sets of meetings several changes were made to the plan.

- There was also a meeting with SBURA. They gave input and several modifications were made to the plan.
- SBURA has recommended the approval of this master plan.
- Bottom line costs to do the proposed changes to the park should cost around \$2.8.
- Final concept of the park is generally the same outline as it is currently. There were a few modifications that were made to the plan are;
 - Expand and rework the existing parking lot to about 90 stalls
 - Add a secondary parking lot for overflow near the ballfields with 44 stalls
 - Add an overflow parking lot on the south part of the park with about 70 stalls
 - Provide additional site circulation through the park
 - Added 3 new picnic shelters
 - Select removal of some of existing playground equipment that is ageing.
 - Exercise facility area and sand volleyball
 - Shade sail structures
 - New turf tee ball field

A motion was made to approve the proposed Optimist Park Master Plan be presented to City Council for approval. Board member Jim Ronquillo approved the motion. Board member Darwin George seconded. On a voice vote, all were in favor and the motion passed.

The Master Plan should be going before City Council on January 23rd.

B. Yellowstone River 2011 Oil Spill:

Discussion was postponed.

C. Update on Projects That Are Underway:

Michael gave an update on current projects underway.

- Yellowstone Kelly Interpretative site construction project has been suspended due to weather. The project should be complete this summer.
- City Council approved the contract for South Park Sprayground.
- Bids for the Rose Pool bathhouse/operations building are currently being evaluated.
- Veterans automated irrigation project is about 90% complete.
- The Comprehensive Plan-key findings will go before City Council January 17th and before the public on January 18th.
- The new Kiosk at Swords will be installed when the weather breaks.
- Landon's Legacy Foundation has agreed to donate funds to have a master plan done for a special needs ballfield at Poly Vista.

VII. DIVISION UPDATES:

A. Recreation Division-Recreation Superintendent Kory Thomson:

No additions to his report.

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

In addition to his report, Jon said due to the cold weather this year the ice skating rink at Veterans has been doing great. He said this is the longest it's been kept it going since he started working for the department.

He mentioned that the last of the thousands upon thousands of pots that were left at Wilson Park from previous nurserymen have been removed. He said they tried to recycling as many as they could.

He also discussed the plans for the Forestry Division to put out a request for proposals to do a study on our city urban forest. Our hopes are to create a plan to help the department in knowing what we need to do going forward on the state of our trees.

C. Park Planning Division-Park Planner Mark Jarvis:

No additions to his report.

D. Volunteer Coordinator's Report-Chris Waite:

No additions to his report.

E. Cemetery Division-Cemetery Superintendent Lee Stadtmiller:

No additions to his report.

VIII. AJOURNMENT - 1:15 pm