

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE  
AND LOCATION: November 13, 2019  
PRPL office



ATTENDEES: PRC Board Members:

Tom Rupsis, Chuck Platt, Lew Morris, Thom MacLean, Clark Johnson, Tim Warburton, Jim Ronquillo, Larry Brewster

PRPL Staff Members:

Mike Whitaker, Director  
Mike Pigg, Park Superintendent  
Sean Brandenburg, Recreation Specialist

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## I. MEETING CALLED TO ORDER

Chairman Tom Rupsis called the meeting to order at 11:00 AM

### A. INTRODUCTIONS

Dusty Young, Brian Bentley, Trent Gardner, Eric Meadows

### B. ADDITIONS TO THE AGENDA

None

### C. APPROVAL OF MINUTES

*Board member Thom MacLean approved the October 9, 2019 minutes. Board member Lew Morris seconded. On a voice vote, all approved.*

## II. DIRECTORS REPORT – Michael Whitaker

Michael said the CIP (Capital Improvement Plan) will be presented at the November 18 Council Work Session. The CIP did include the motions passed by the Park Board at last month's meeting.

Michael said the results from the Recreation Aquatics Study for South Billings Urban Renewal District will be presented by Dusty Eaton at next month's board meeting. He encouraged everyone to attend.

## III. PUBLIC/BOARD COMMENT

A request was made by Board Member Clark Johnson to discuss accessing and signage to Swords Park/Yellowstone Kelly Interpretive Site/Black Otter Trail at next month's meeting.

Elyse Monat from Planning said they did not receive the grant funding for trails this year.

Larry Brewster was recognized and welcomed as the newest member of the Park Board. He replaced Rich Lorenze.

## VI. NEW BUSINESS

### A. Par 3 Proposed 2020 Budget:

Brian Bentley from the Billings Downtown Exchange Club presented the Billings Exchange City Golf Corporation (PAR3) 2020 proposed budget.

Highlights from the presentation are as follows:

- PAR3 golf course celebrated its 40<sup>th</sup> year anniversary
- It has been a solid year for the course
- Memberships and greens fees are up this year
- Last year shows a loss; the year before shows breaking even; this year, we are ahead of budget.
- There are no increases in fees for 2020
- Promotions in 2020 include corporate memberships and \$5 off twilight rates after 5pm
- This year shows cart revenue may hit an all-time high
- Looking at doing patch work on the parking lot this next year
- Looking into collaborating with the Parks and Recreation Department on tree issues and management. Several trees have become possible liability issues.

Brian said they are proposing no distributions from the profits made from PAR3 to the City of Billings or the Exchange Club for the next 2-3 years. They would like to use those funds (the City of Billings receives 2/3 of distributions and the Exchange Club receives 1/3) to do the pruning/removal of trees along Central Avenue and any other trees considered a liability.

Plans are to outsource the tree removal and pruning but have Park staff assist in putting the contract together and do the management of the trees.

*A request was made to make a motion on the PAR 3 budget. Board member Jim Ronquillo approved to have the proposed 2020 Exchange City Golf Corporation budget be presented to City Council for approval. Board members Clark Johnson and Lew Morris seconded. On a voice vote, all were in favor and the motion passed.*

The proposed budget will go before City Council in December.

## VII. OLD BUSINESS

### A. Coulson Park Master Plan Update:

The steering committee met with Eric Meadows from DHM Design Corporation to review project and the final master plan draft. The committee has decided to focus on the strategy and funding part of the project. Eric said they are looking at having another public meeting some time in December.

A question was asked if a list of costs on the project has been completed. Eric said they are still working on that.

The final master plan should be ready sometime in January or February 2020

**B. Park Projects Update:**

Park Superintendent Mike Pigg gave an update on the Centennial park project:

- Irrigation is about 75-80% installed. The pump station has been ordered.
- Seeding has been held up due to weather
- Concrete sections are being poured. Both entrances into the dog park are complete.
- Exterior fencing of the dog park is complete
- The irrigation system has been winterized

Mike Pigg gave an update on the Annafeld project:

- Due to weather, sod has not been laid
- Waiting for sidewalks to be poured
- Trees have been planted
- Seeding is on hold until spring

Mike Pigg gave an update on Riverfront Park:

- Will begin paving the main parking area by shelter #1 and the main road into the park.

**VIII. AJOURNMENT – 11:57 pm**

*(Please note these minutes are summary minutes)*