

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE  
AND LOCATION: February 12, 2020  
PRPL office



ATTENDEES: PRC Board Members:  
Thom MacLean, Tim Warburton, Tom Rupsis, Chuck Platt,  
Lew Morris, Mark Wahl, Clark Johnson, Larry Brewster

City Administration Staff:  
Kevin Iffland, Assistant City Administrator

PRPL Staff Members:  
Mike Whitaker, Director  
Mike Pigg, Park Superintendent  
Kory Thomson, Recreation Superintendent  
Mark Jarvis, Park Planner

Planning Staff:  
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## I. MEETING CALLED TO ORDER

Chairman Tom Rupsis called the meeting to order at 11:01 AM

### A. INTRODUCTIONS

Public Attendees;  
Kevin Nelson, Rick DeVore, Jon Thompson, Patrick Klugman  
Eric Meadows and Robin Spear, DHM Design  
Nichole Cromwell, Code Enforcement

### B. ADDITIONS TO THE AGENDA

None

### C. APPROVAL OF MINUTES

*Board chair Tom Rupsis asked for a motion to approve the December 11, 2019 meeting minutes. Board member Lew Morris made a motion to approve. Board member Clark Johnson seconded. On a voice vote, all were in favor and the motion passed.*

*Chairman Rupsis postponed the approval of the January 8, 2020 minutes until next month. Several board members did receive their copy of the minutes in the mail.*

## **II. DIRECTORS REPORT – Michael Whitaker**

Michael announced that printed copies of the PRPL 2019 annual report was available.

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

Kevin Nelson commented that School District 2 and city staff look at moving Daylis Stadium to Amend Park. Board member Lew Morris commented that he did not think Amend Park was big enough to move Daylis there.

## **VI. OLD BUSINESS**

### **A. Coulson Park Master Plan:**

Eric Meadows of DHM Design gave a report on the Coulson Park master plan. Discussion on the plan from the board:

- How are the parking needs defined for let say, an event? Parking spaces are based on the day-to-day usage of the park. There are 125 spaces identified with some overflow areas around the Coulson Center and plaza area. There are some challenges with bigger events for parking.
- Has anyone spoken with the neighborhood concerning traffic? The department has kept the neighborhood involved in the planning of the plan. The neighbors have been sent invitation cards to all the meetings. In addition, the Park Planner has spoken directly to certain neighbors.
- A comment was made that there should be a security guard down at the park 24 hours a day.
- There was discussion on some bridgework being done in the area, where are they at with that? They are about embark in the design initiatives.
- Did anyone consider how they were going to promote the park in the master plan; it is very difficult to get to the park? Have recognized some entry signage, will have to look at additional way finding.
- Has the site been checked environmentally for any kind of contamination? There was some bank stabilizations done in the 90's early 2000's and at that time some environmental reporting. Environmental testing was also included in the amount of the project.

Public Comment on the Plan:

- Believe this is a community investment
- We have over \$600,000 to put towards starting this project
- This is a place to enjoy that is near the river
- Enhances our entryway into Billings
- Coulson I strategically located near our trail system

Board chair asked for a motion on the master plan. *Board member Clark Johnson made a motion for the Coulson Park Master Plan to be adopted and approved by the Parks Board. Board member Larry Brewster seconded. After further discussion, Board Chair Tom Rupsis made a motion to amend the motion and to include that City Council ask for implementation strategies as part of approval of this plan. Chuck seconded. Additional*

*comments to the amendment; we need to just approve this master plan, feel like we already have strategies, do not feel it is a wise idea to add this to the recommendation. The amend was re-read and seconded, on a voice vote two were in favor and the rest were no. Amendment to the motion failed. Board member Clark Johnson's motion was back on the table. On a voice vote, one voted against; all other voted for, motion was approved.*

**B. Park Permit System:**

The committee to discuss the Park Permit System met. Board member Larry Brewster said the discussion was good. Several proposals were brought to the table with various revisions and suggestions. Plans are to have another meeting on February 19.

**VII. NEW BUSINESS**

**A. Park Board's Annual Report:**

Board Chair Tome Rupsis requested the board to give their input into the board report to Council.

**B. Billings Sign Regulations as it Relates to Public Parks:**

It was brought up for discussion a situation in which Little League had put up signs in various parks advertising league baseball registration and they were removed. Code Enforcement stepped forward and said that they had removed several of the signs. Nicole Cromwell from Code Enforcement said any temporary sign for a non-profit could be posted as long as there is permission from the property owner. Ms. Cromwell said at the time they were unaware that Little League had permission to put up the signs. It was concluded that the whole situation was considered miscommunication between the city and Little League.

**VII. AJOURNMENT – 1:10 pm**

*(Please note these minutes are summary minutes)*