



## MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: Monthly PRC Board Meeting

MEETING DATE September 9, 2020

AND LOCATION: Due to COVID19, meeting was held via Zoom

ATTENDEES: PRC Board Members:

Thom MacLean, Tim Warburton, Lew Morris, Jim Ronquillo, Chuck Platt, Larry Brewster, Marc Wahl, Tom Rupsis

PRPL Staff Members:

Mike Whitaker, Director  
Mike Pigg, Park Superintendent  
Kory Thomson, Recreation Superintendent  
Mark Jarvis, Park Planner  
Chris Martin, 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

Assistant City Administrator, Kevin Iffland  
Dayton Rush, Nora Bland, Stephanie Donovan of Cushing Terrell  
City Council members Mike Boyett, Shaun Brown  
City Engineer; Public Works, Debi Meling

#### B. ADDITIONS TO THE AGENDA

None

#### C. APPROVAL OF MINUTES

*Chairman Rupsis asked for a motion on the August 12, 2020 minutes. Board member Thom MacLean moved to approve the minutes. Board member Larry Brewster seconded. Board member Lew Morris commented the discussion he made on Riverfront Park was not in the minutes and would like it to be. On a roll call vote, the motion passed with the understanding that the information on Riverfront presented by Lew Morris will be added.*

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

Michael Whitaker invited the board to a ribbon cutting ceremony on September 15 at 12:00PM for the dedicated Pickleball courts at Lillis Park.

Board chair Tom Rupsis asked Michael plan to hold a special stakeholders meeting to discuss how the synthetic turf project went at Amend Park. Michael said normally the department does not do that with user groups but we could sit down with the Amend Park Development Council. Tom said he should include the South Urban Renewal District, a member of the board and the construction agents at that meeting. He also thought this should be done once the Centennial project is done. Board member Chuck Platt made a comment that Centennial Park is not done yet and there is a ways to go still on the project. Michael said we will probably pull something together more towards this winter. Tom wanted to see the meeting be held sooner. Michael said it would have to depend on the staffs work load and user groups being available. Board member Jim Ronquillo, Lew Morris and Tom Rupsis offered to sit in on the meeting representing the park board.

Board member Lew Morris said he saw soccer players practicing at Centennial Park and wanted to know if they had permission to do that. Michael Whitaker said the department has not officially opened up the park yet so he is assuming they showed up on their own. Park Superintendent Mike Pigg said we will have to keep an eye on it and will look into posting signs saying it's closed. He said he would also speak with the APDC.

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

City Council member Shaun Brown wanted to know how far we will go to keep people out of Centennial. Mike Pigg said this is a tough situation. He said a person can call the police.

City Council member Mike Boyett commented that signs need to be posted saying it is closed.

## **VI. OLD BUSINESS**

### **A. FY2020-FY2026 Capital Improvement Plan (CIP):**

Michael Whitaker went over the updated FY20-FY26 CIP plan. He said added to the plan was a marker in FY22 for Poly Vista Park Phase 1 for a million dollars.

Board chair Rupsis asked what Landon's Legacy group is planning to do in FY22. Michael said they met with them about two weeks ago and discussed having them provide funding for 30% of the design work. This design work will help with the phase planning. He said their main focus is the Miracle Field.

Tom Rupsis asked if the 30% funding is for the field or the entire park planning. Michael said it is for the preliminary design of the whole park. Park Planner Mark Jarvis commented the 30% will get things identified on the site and what the order of magnitude for things like infrastructure, grading etc. He said these things must be done prior to building a field.

Tom Rupsis asked if we are doing cost sharing or pay for the whole thing with Landon's Legacy. Michael said we are just asking them at this time to only pay the 30% for the design and not the whole thing. He said we do not have any money at this time to do cost sharing.

Tom Rupsis asked how much we asking for them to pay. Mark Jarvis said he believes it is around \$47,000. Tom commented that they paid for the entire master plan for the park. Michael said no, that is incorrect.

Tom Rupsis commented that he felt Landon's Legacy should not have to pay the total 30% and the city should help with at ten or fifteen thousand dollars.

Tom Rupsis asked for Debi Meling from Public Works to give an update on the Swords Park road. Debi said estimated cost for the doing the repairs is around \$830,000 for the entire thing. She made suggests to do the work all in one year.

Tom Rupsis asked when the construction could start. Debi said the bidding on the project could start now.

Board member Chuck Platt asked if the cost includes the parking lots. Debi said yes. Chuck asked what percentage of the cost is for the parking lots. Debi said about \$50,000-55,000.

Tom Rupsis asked if the master plan for the south aquatic/recreation center should be left on the CIP since he was in the understanding that the master plan for the center has not gone before City Council. Michael said staff had a conference call with Jim Tevlin last week to discuss what year to put the aquatic/recreation center in and Jim said to leave it in FY22. He said it was under his impression from his conversation with Jim Tevlin that he plans on moving forward with the master plan and City Council; just not sure when. He said we could ask Jim to come to the next board meeting and give an update. ***Tom Rupsis made recommendation to remove the south aquatic/recreation center from the CIP until such time as the South Urban Renewal District wants to put forward the plan (master plan) to council to go with it.***

***Board member Jim Ronquillo said he agreed with Tom to have it removed off the CIP. Jim seconded the motion.***

Board member Larry Brewster said he agreed with Michael that we should leave it in the CIP and sees no harm in doing so. Board member Thom MacLean said he agrees with Larry to leave it in the CIP. Board member Chuck Platt commented that he does not see why we could not just leave it in the CIP. Board member Lew Morris said he also agreed to leave it there on the CIP. ***Tom Rupsis asked for a motion from the board on his motion. Those in favor were board members Tim Warbuton and Tom Rupsis. Those opposed were board member Larry Brewster, Lew Morris, Jim Ronquillo, Chuck Platt and Thom Maclean. 4-2 vote and the motion failed.***

Board member Chuck Platt asked how much money available to spend if we decide to do something to Swords Park. Tom Rupsis said what we have been told by Andy (City Finance Director) that we have safely 1 million of excess reserves in PD1 money. Chuck asked if it would be possible to do the Swords Park road and CastleRock pavilion. Board member Larry Brewster said he would like to see that to. Tom said he feels the excess funds should be used for maintenance purposes since that is how PD1 was first presented to the people when these funds came in. Board member Jim Ronquillo agreed. Tom said we should use the excess funds for Swords roads this year and pavilions on next year. Chuck asked for the council members opinion that were at today's meeting on what they thought on using PD1 funds on new projects. City Councilman Mike Boyett said he would not give any comment at this time and that he had a phone call in to Andy. City Councilman Shaun Brown said to go up the food chain to see what happens and would see with legal. He also said it was up to staff and board. Larry Brewster said we should move it up the flag pole.

***Tom Rupsis asked for the tabled motion from August 12 be voted on for approval with the motion from Larry Brewster to amend the motion and have the pavilions be placed on the CIP years 23 (CastleRock) and 25 (Centennial).***

Motion from the August 12, 2020 read as follows;

***Board Platt made a motion to fix the road (at Swords Park); let the parking lots go because they are not in bad shape, and that would take about half the money and then either not spend rest of the money or spend it someplace else but I think that road should be done. Board member Lew Morris seconded the motion to use half the million excess reserves to fix Swords Park in the upcoming fiscal year.***

***Mr. Rupsis asked Chuck to amend his motion to include the whole road. Mr. Platt and Mr. Morris both said that was fine.***

***Mr. Rupsis asked if we should table the motion. Board member Larry Brewster made a motion to table the motion until next board meeting. On a hand raised motion all in favor were Lew Morris, Thom MacLean, Tom Rupsis, Larry Brewster and Chuck Platt. Against the motion was Tim Warbuton.***

***Tom Rupsis stated the motion would be to recommend to use PD1 excess reserves to repair the Swords lot or Swords park parking lots and roads which is estimated to be at \$ 830,000 dollars and then shift the event pavilions for CastleRock and Centennial Park out of the 22 into 23 and 24.***

Board member Larry Brewster said he would like to add one of them in right now even though it is a little higher with the repair of Swords Park road and see if they (City Council) will fund it.

Kevin Iffland the Assistant City Administrator, said to answer everyone's question regarding whether PD1 funds can be used for new projects, it is yes. He said the legal department has done some research and based on that, PD1 funds can be used for new projects.

*Tom did a review of the CIP showing \$830,000 of excess reserves be spent on Swords Park in the current FY21 or FY22 and then moving CastleRock pavilion to FY23 and Centennial pavilion to FY24 or FY25.*

*Board member Thom MacLean seconded the motion. On a hand raised motion to approve what Tom Rupsis put on his screen regarding where to use the excess reserves and the CIP, those who approved were; Jim Ronquillo, Thom MacLean, Tom Rupsis, Larry Brewster. Those who were against were Tim Warburton and Lew Morris.*

**B. Centennial Park Signage:**

Park Planner Mark Jarvis said there will be four signs at the Centennial Dog Park; one information sign, two dog park rules signs and one entry monument sign. Costs for the signs is estimated around \$40,000. Friends of Billings Dog Parks and the Parks Foundation along with Rachel Cox who is on both committees, will begin fundraising for the signage. Signage will be in place before the opening of the dog park.

Board member Lew Morris asked when the dog park will be open. Park Superintendent Mike Pigg said as soon as the grass/sod is ready for dogs and people to be on it without destroying it. He said he cannot give a date at this time. It was suggested by City Council member Shaun Brown to give a time as to when it will be open. Mike said he would hate to throughout a date until he knows when the grass will be ready. Shaun suggested to give an estimated date. Michael Whitaker said staff will come up with a conservative date.

## **VII. NEW BUSINESS**

**A. Castle Rock Park Master Plan:**

Staff from Cushing Terrell, formally CTA, presented the Castle Rock master plan. Dayton Rush said they have completed the public process which included public meetings via Zoom, a survey and a website for people to engage with. Data from the survey and information collected from meetings and website were used in creating four design options. Dayton said following the board meeting today, a public virtual charrette of the designs will be done on September 21. Following the design charrettes, a final concept vetting will begin in October with the first public vetting at an open house October 10 at CastleRock Park splash pad. The Park Board will get a final concept review before going before City Council for approval.

Dayton said the community has expressed the following low-cost amenities they would like to see added in CastleRock immediately; picnic tables, shade shelters, trees, trash cans, water fountain, bike racks and BBQ grills.

Dayton said the community has expressed some of the following features (top 6)

they would like to see in CastleRock; playground unique to the heights, signature playground, swimming pool, outdoor event space, market, and climbing boulder.

Dayton said people commented mobility concerns with 28% wanting a pedestrian crossings on Wicks Lane, 22% trail, 21% path connectivity, 15% bike paths, 12% ADA accessibility.

Dayton said 40% of people thought there is normal enough parking but not on weekends or large events.

Stephanie Donavan gave an overview of the 4 park concepts/design options. The first one option showed an aquatic center, destination playground, compact sports facilities, amphitheater, and walking loop. Option two shows 4-season multi-use pavilion, dedicated pickleball, open space, X sports, and walking loop. Option three shows lawn event space, sports facilities, multi-use space, walking loop, artful accessories. The fourth and final option is considered the most affordable and includes iconic shelter forms, unique shade, a destination playground, X sports, framed park views and walking loop.

Stephanie said option four was the preferred option by the Heights Task Force.

Board member Larry Brewster said he liked option four; it maximizes the sports fields really well. He said he liked that the playground was put on the other side of the park away from the school. He said it meets the needs of the people.

Board member Chuck Platt asked what is the price range for the four different plans/options. Dayton said they all have similar elements and currently he does not have any cost estimates yet. He said once we move forward on one design option, we will look at costs.

Board member Tim Warburton asked if the pavilion is in similar size to the one at South Park. Dayton said it would be more to the size of the one at the zoo; 50x70. Tim asked if the Heights Task Force had a favorite option. Dayton said they presented the first three options and then from that meetings comments, they were able to created option four. He said option four was really what they were excited for. Tim commented that he is excited that this is coming together.

Board chair Rupsis said he liked the idea for the amphitheater, all season center, and public art. He asked if there was going to be anything done with Wicks Lane and a crosswalk. Dayton said they are working with Public Works on that.

## VII. AJOURNMENT – 1:12 PM

*(Please note these minutes are summary minutes)*

