



MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: Monthly PRC Board Meeting

MEETING DATE December 8, 2021

AND LOCATION: PRPL Conference Room

ATTENDEES: PRC Board Members:

Chuck Platt, Thelma Armstrong, Thom MacLean, Mark Wahl, Tom Rupsis, Jamie Clark, Maia Dickerson, Laura Drager

PRPL Staff Members:

Mike Whitaker, Director
Mike Pigg, Park Superintendent
Kory Thomson, Recreation Superintendent
Mark Jarvis, Park Planner
Paul Reinhardt, Community Outreach & Engagement Coordinator

City Staff Members:

Assistant City Administrator Kevin Iffland
Elyse Monat, City Planning

I. MEETING CALLED TO ORDER

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

A. INTRODUCTIONS

None

B. ADDITIONS TO THE AGENDA

No additions to the agenda

C. APPROVAL OF MINUTES

Chairman Rupsis asked for a motion to approve the November 10, 2021, meeting minutes. Board member Thom MacLean made a motion to approve; Board member Thelma Armstrong seconded. On a voice vote, all were in favor and the motion passed.

II. DIRECTORS REPORT – Michael Whitaker

Michael thanked board members Tom Rupsis, Thelma Armstrong and Laura Drager for their service on the board; all three are coming off the board at the end of the month.

III. PUBLIC/BOARD COMMENT

Chairman Rupsis opened the floor for public comment.

Update: the removed disc baskets at Diamond X are being replaced. Staff is working with the disc golf group, and it is going well.

Board member Armstrong asked if we install playgrounds or do, we get someone. Mr. Jarvis said we do a separate contract with a company/someone who is certified to do the install.

Board member Dickerson asked if there could be a section on the PRPL website for a calendar of upcoming events. Mr. Thomson said it will be something staff could integrate into the website.

Board member Clark asked for the status of the rocks at Centennial Park. Mr. Pigg said he was not sure. Ms. Clark asked if staff has another person chosen to work with from the Heights Task Force since their representative is going away. Mr. Jarvis said they will be discussing that next week.

Elyse Monat from the Planning department said she is working on the build grant for the Skyline Trail. She said Planning is working with parks on the amenities for the interpretive signs for trails. She also said Public Works designing the trail by Pioneer Park.

VI. OLD BUSINESS

A. Parks and Recreation Monthly Report

Recreation Specialist Brad Knutson gave the Recreation Division report on behalf of Kory Thomson:

- 2021-2022 winter activities guide has been sent out to 9,500 households and an insert in Simply Local Magazine
- Registrations have been good
- Finished up girls' basketball and have started boys' basketball
- Starting to take registrations for City League Basketball. Expecting about 70-80 men's/women's teams
- Working with the Miracle League on programming the miracle field at Poly Vista
- Working with Zee Creative to update/redesign our website
- Will go before City Council on January 10 for bid approval of the pool liner
- Recreation Division offers scholarship programs to both Seniors and youth.

Funding for the scholarship programs usually comes from various businesses and organizations.

Parks Superintendent Mike Pigg report for Parks, Forestry, and Cemetery divisions:

- Staff has been outside a lot putting up Christmas lights at Community Park, North Park and Mountview Cemetery.
- The annual Community Tree lighting will be held this coming Friday. Last year around 100 people showed up
- Staff has continued to do park cleanup
- Due to the nice weather this year, staff was able to get done with the mulching
- Staff has been out plowing the last couple of days
- Re-lite the tunnels with motion activated LED lighting. This project was in conjunction with the help from Northwestern Energy
- The Parks Division is finally full staffed

Park Planner Mark Jarvis report on Projects in Parks:

- Poly Vista Park: ongoing project; making a lot of progress in replacing the irrigation system. Still issues with supply chain delays, working through the building permit process
- Coulson Park: This project is on hold for a least a couple years until the work on I90 is complete
- Optimist Park shelter: shelter is on hold due to supply chain issues, but we are expecting to receive the shelter sometime in February
- Castle Rock Playground: working with the Heights Task Force on this project. Meeting next week Wednesday to move forward on updated for the equipment.
- Poly Vista: grand opening for phase 1 should take place sometime next year. Phase 1 includes infrastructure, sidewalks, and irrigation for softball area.
- Terry Park: new shelter is finished and in place; playground equipment should arrive tomorrow
- Lillis Park Playground: contractor is ready to go but the product is still sitting in out of state in the harbor waiting to be unloaded
- Central Park tennis courts: Public works is assisting us on the design, we have the survey and geotechnical report. The consultants have received the reports and are working on the design.
- Rose Playground: did a report to land conservation, they are processing the grant funding; should receive this in a few weeks
- Amend Park: working through the scoping and fee with the top rank firm; will go before City Council next week to move forward on the design concept
- Starting to get started on North and Arrowhead playgrounds

Community Outreach and Engagement Coordinator Paul Reinhardt gave a

report:

- Working with community development on the CDBG projects. Community Developments board has approved the projects that were presented at last months park board meeting. The list of projects will now go before City Council for final approved.
- Working on website updated
- Working on the annual report

VII. AJOURNMENT – There was no further business, and the meeting adjourned at 11:42 PM

(Please note these are summary minutes; this meeting is recorded and available to the public for any additional information discussed)